

NOTIFICATION

OF THE ORDER OF STAYING WITHIN THE TERRITORY OF THE RUSSIAN FEDERATION AND LEAVING IT FOR FOREIGN CITIZENS ARRIVING TO M.AKMULLAH BASHKIR STATE PEDAGOGICAL UNIVERSITY (M.AKMULLAH BSPU) WITH THE AIM OF TRAINING AND LABOUR ACTIVITIES

According to the current migration legislation every foreign citizen or stateless person on arriving in the Russian Federation must obtain and fill in **a migration card**. The migration card is filled in legibly by a foreign citizen in the Russian language without any corrections. In case that a foreign citizen does not know Russian it is assumed to fill in a migration card in Latin letters according to the data contained in the passport or other identity document. The migration card is filled in for every foreign citizen regardless of his/her age.

On arrival in the Russian Federation territory a foreign citizen (hereinafter a foreign student) must be registered in the Department of the Federal Migration Service **within 3 working days** after the arrival. To do this he/she must apply **within 2 days** to the Host University in Russia, namely, to the International Department of M.Akmullah BSPU situated in **office 106, 8, Oktyabrskoi Revolutsii Street, Ufa**, and submit the following documents:

1. valid identification document accepted as such by the Russian Federation (passport or identity card of a stateless person);
2. migration card stamped by the Border Control Body confirming the entry to the Russian Federation;
3. visa (for countries with visa regime with Russia).

Persons who have not submitted the necessary documents for migration registration at the due time are subject to penalty from 2000 to 5000 roubles.

Persons who have not submitted the migration card stamped by the Border Control Body confirming the crossing of the Russian State Border are not subject to registration.

In the Russian Federation the Host Party for foreign students is either an educational institution at which they are studying or residents of the country housing them.

The Host Party is obliged to provide a foreign citizen with the detachable part of the arrival note stamped either by the local Department of the Federal Migration Service (FMS) or by the postal organization.

A foreign citizen:

1. must **keep** the detachable part of the arrival note stamped either by the local Department of the FMS or by the postal organization **about himself during the whole affirmatively authorized period of staying in the Russian Federation.**
2. must present it together with the national passport and the migration card to law enforcement officials in case of checking residence regime within the Russian Federation.

If a foreign citizen changes his or her place of residence, surname, name (names), date of birth, gets a new national passport and so on, he/she must inform about it the International Department of M. Akmullah BSPU within 3 working-days.

If a foreign citizen loses his/her detachable part of the arrival note (or damages it) **he/she must inform about it the International Department of M. Akmullah BSPU and personally apply to the local Department of the Federal Migration Service** who registered him/her.

The duration of stay within the Russian Federation is set by the validity of visa. If by the date of the visa expiration a foreign citizen has not got a new visa, or the current visa has not been extended, or temporary residence permit has not been obtained, he/she must leave the border of the Russian Federation before the visa expiry date.

For extending the current visa validity and applying for multiple visa a foreign citizen **not later than 25 days before the expiry date of the current visa should present to the International Department of M. Akmullah BSPU** the following documents:

1. passport;
2. current visa;
3. migration card;
4. 2 photos 3x4 cm;
5. certificate of HIF infection absence;
6. the detachable part of the arrival note;
7. state duty.

The extension of the period of stay within the Russian Federation can be allowed only by the Russian Federal Migration Service.

After leaving and again arriving in the Russian Federation a foreign citizen must anew pass the migration registration procedure applying to the International Department of M. Akmullah BSPU within 3 working-days from the arrival day.

Foreign students have no right to engage in labour activities in the territory of RF except to:

- working during the holidays according to the University curriculum;
- working at free from study time as auxiliary educational staff at the educational institutions where they study.

Foreign citizens who violated the determined order of crossing the state border of the RF, didn't go under the formal procedure of migration registration at place of stay, evaded leaving the RF upon expiry of the permitted period of stay, and citizens engaging in illegal labour activities as well as those who presented inexact or false data while going under the formal procedure of migration registration are considered to be illegal in the territory of the RF and bear responsibility as set forth by Article 25.10 of Federal law about 'Entrance and leaving procedure' of 15.08.1996, № 114-FL. Responsibility of foreign citizens and stateless people as well as of host parties who fail to comply with the law is established in the Administrative Offense Code of the RF.

In accordance with the Administrative Offense Code of the RF foreign citizens shall be charged for:

- disorderly conduct expressing apparent disrespect to society, usage of obscene words in public places, abusive molestation to citizens destruction or damaging of their property;
- violation of fire safety requirements resulted in fire and destruction or damaging of someone's property as well as causing harm to human health;
- drinking spirits and appearing intoxicated at stadiums, in parks, public transport and other public places;
- usage of narcotic drugs or psychotropic substances without a doctor's prescription or usage of other intoxicants in streets, stadiums, squares, parks, public transport and other public places.

Foreign citizens have the same rights and **bear the same responsibility** as the citizens of the Russian Federation with the exception of cases provided by the Federal Law (Article 4. Law 115-FL under date of 25.07.2002 'About legal status of foreign citizens in RF' (as amended on 18.07.2011).

Paragraph 18.8.1 of Administrative Offense Code of the Russian Federation: violation of duration of stay in the territory of the country by a foreign citizen, consisting in the violation of entry regulations of the RF, regulations of migration registration, absence of the documents proving the right of residence in the RF, evasion of leaving the RF at the expiry of a permitted period of stay, leads to imposing **a fine on a foreign citizen at the rate of 2 to 5 thousand roubles** with deportation from the Russian Federation or without it.

Paragraph 18.8.2 of Administrative Offense Code of the Russian Federation: violation of the entry regulations of the RF or the regime of stay in the territory of the RF by a foreign citizen, consisting in discrepancy of a declared purpose of entering the Russian Federation with factual activity or occupation implemented during the residence in the RF, leads to imposing **a fine on a foreign citizen at the rate of 2 to 5 thousand roubles** with deportation from the Russian Federation or without it.

Paragraph 18.10 of Administrative Offense Code of the Russian Federation: illegal engaging in labour activities in the RF by a foreign citizen or a stateless person

leads to imposing a fine on a foreign citizen at the rate of **2 to 5 thousand roubles** with deportation from the Russian Federation or without it.

Paragraph 19.27.1 of Administrative Offense Code of the Russian Federation: presenting misleading information or forged documents by a foreign citizen or a stateless person in the procedure of migration registration leads to imposing **a fine on a foreign citizen at the rate of 2 to 5 thousand roubles** with deportation from the Russian Federation or without it.

In case of violating the law by a foreign citizen resulted in imposing a fine on both the foreign citizen and the host party, the citizen is obliged to fully compensate for material costs of a host party.

Paragraph 18.9.1 of Administrative Offense Code of the Russian Federation: violation committed by an official of an organization (irrespective of the form of ownership) that hosts a foreign citizen or a stateless person in the RF and provides services or performs duties connected with the adherence to the conditions of their stay in the RF and their transit passage via the territory of the RF, the established order of registration documents on stay, residence, movement or change of place of stay or residence in the RF and leaving the territory of the country (as amended by Federal law N 189-FL of 05.11.2006) leads to imposing **a fine on officials at the rate of 40 to 50 thousand roubles; on legal bodies - of 400 to 500 thousand roubles** (as amended by Federal law N 187-FL of 28.12.2004, N 189-FL of 05.11.2006, N 116-Fof 22.06.2007 L).

Information telephone:

8(347)273-06-43- International Department of M.Akmullah BSPU

01 - fire service

02 - police

03 - first aid

112- emergency call of rescue service

Signature of a foreign citizen _____ Date: _____