



**Graduate  
School of Management**

St. Petersburg State University

# Student Handbook



## **BACHELOR, MASTER AND DOCTORAL PROGRAMMES**

St. Petersburg

2012

All the information contained in this handbook is based on the University Charter, Rules of study and other University rules and regulations valid at the moment of publication. All changes will be shown on the GSOM website if possible. This however does not relieve the student of his/her individual responsibility to familiarize him/herself with the updates of University rules and regulations.

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## VICE-RECTOR'S MESSAGE



Saint Petersburg University Graduate School of Management is located in the city founded in 1703 as Russia's "window to Europe" by the outstanding Russian reformer – Peter the Great. In March 1697 he became the first Russian Tsar to undertake a historic trip to a number of Western European countries which resulted in systemic reforms of the Russian state. Those reforms gave rise to Russia's global competitiveness – and today one might call this strategy on Peter the Great's part as "going global".

This historical excursus may be a good metaphor to introduce you to St. Petersburg University GSOM. It was started from scratch in 1993 as the first business school inside a major national university in order to support Russia's transition to a market economy, and in partnerships with Haas School of Business, UC Berkeley and several international and local companies, led by Procter & Gamble. After 18 years of dynamic growth GSOM today is the leading and most internationally recognized Russian business school, and is pressing forward with strong support from the Russian government and national and global business communities to become a world-class school of management.

While in the time of Peter the Great the main subjects for Russians to study abroad were shipbuilding and military science, in the 21st century advances in management and the human capital factor are key to the country's economic growth and competitiveness. We at Saint Petersburg University GSOM present learning opportunities in a large spectrum of degree programs in management – from Bachelor to EMBA. All these programs are designed and delivered (many of them in English) in collaboration with leading international business schools, especially those belonging to the CEMS, PIM, GBSN, EABiS, and GRLI global networks where our school is the only Russian member.

Faculty development and research capabilities are top priorities for the implementation of GSOM's ambitious competitive strategy. Our faculty is well known for its teaching excellence, and its research productivity (measured by publications in top international journals) is growing at an impressive rate. Our school is also unique in having its own (and the largest) collection of Russian cases registered at ECCH.

Among the main foundations for GSOM's further growth are its traditionally strong and diversified corporate connections. About 150 companies provide internships for our students.

Many Russian and international business leaders are guest speakers at GSOM, provide other valuable resources for its development, and recruit its graduates.

This handbook will provide you with more information on St. Petersburg University GSOM. I would like to invite you to become part of this innovative international institution.

***Professor Valery S. Katkalo***

*Vice-Rector, St. Petersburg University  
and Dean, Graduate School of Management*

## GRADUATE SCHOOL OF MANAGEMENT (SPBU GSOM)

The School of Management at St. Petersburg University was launched in 1993 in partnership with Haas School of Business at UC Berkeley – with 4 full-time professors and 33 Bachelor students.

- Russian Business School with a global vision;
- #1 Business School in Russia;
- #2 Business School in Eastern Europe;
- 48 international academic partners;
- 1 200 students;
- 4 research centres;
- Member of: CEMS, PIM, GBSN, GMAC, EABIS, GRLI;



- The GSOM Bachelor of Management Degree programme is accredited by EFMD EPAS, and GSOM Executive Programs by AMBA, the Association of MBAs.

Mission: 'To educate and develop a national managerial elite able meet the challenges of increasing Russia's competitiveness in the knowledge economy of the 21<sup>st</sup> century.'

<http://gsom.spbu.ru>

## FACULTY

Highly qualified, research-oriented, internationally-minded and close to business world faculty is the core asset of GSOM. Continuous development and further internationalization of faculty and staff have been among the priorities of GSOM from its inception.

The vast majority of GSOM's Russian faculty have completed study and/or research programmes at top European and North American universities or business schools (incl. UC Berkeley, Columbia, Duke, and Harvard Universities, MIT, HEC-Paris, LBS, ESADE, Bocconi University, CBS). About 60% of GSOM FT faculty have experience of teaching abroad in North American, European, Asian universities or at GSOM (MIB, MITIM, Bachelor, DD EMBA programmes) with English-language courses. Additionally, many faculty members regularly participate and present research papers at international conferences and seminars. Details of faculty participation in international conferences and seminars, as well as their teaching and study experiences abroad will be available in the Base room.

GSOM professors are well connected with the practical world of business and management through a variety of forms, including management consulting, case writing, memberships on the boards of directors, regular supervision of students' projects in companies, business simulation games and business plan competitions, teaching in executive education programmes.

The GSOM faculty is divided into four major groups: core faculty, adjunct faculty, faculty from other parts of SPbSU, and visiting faculty. There are 64 faculty at GSOM.

Student counseling with regard to academic achievements is performed by faculty during regular office hours that are held at least once a week by every professor. These consultations for students are integral part of faculty workload; but faculty are ready to provide support not only during office hours, but after classes and via e-mail. The detailed information about each professor is available at GSOM web-site: <http://www.gsom.pu.ru/faculty/>

## **ACADEMIC DEPARTMENTS**

GSOM core faculty specialize in a number of subject areas represented in the following 7 academic departments: Finance & Accounting, Information Technologies in Management, Marketing, Operations Management, Organizational Behaviour & Human Resource Management, Public Administration, and Strategic & International Management, all managed by Department Heads. Department Heads take care of the induction and mentoring of newly hired faculty. Department Heads are in regular and constructive dialogue with the Programme Directors on planning for faculty resources to deliver courses in the department's subject area for a particular Programme. In this sense, Programme Directors serve as principal customers for faculty resources.

## **RESEARCH AND DEVELOPMENT**

Graduate School of Management SPbU research activities are presented in the form of organized research as well as individual research projects. Since its foundation in 1993, the School has developed 4 priority research areas, in entrepreneurship, corporate social responsibility, strategic marketing and innovations, as well as international logistics and supply chain management. Correspondingly, there are four academic research centres established at GSOM:

- Centre for Entrepreneurship,
- PwC Centre for Corporate Social Responsibility,
- Centre for Strategic Marketing and Innovations,
- Deutsche Bahn and Russian Railways Centre for International Logistics and Supply Chain Management.

The centres have accumulated unique expertise in their discipline areas and produce a substantial share of high quality research output of the School, including publications in top-ranked journals in the ABS list. In addition, there is a Case Development Centre which is instrumental in promoting GSOM as a leading centre of case study research.

More detailed information on research and development can be found at GSOM web-site: <http://www.gsom.pu.ru/research/>

## **INTERNATIONALISATION**

As the SPbU front-runner in internationalization, GSOM is a role model. It can clearly demonstrate the benefits gained through its efforts in this area, which has been an important source of impetus and aid to the very development of the school and its programmes. From the

beginning, both in the composition of its first Advisory Board and in the definition of international standards for its programmes, the school has given first priority to being able to meet high standards. Going into its 20th year, GSOM is now accredited by AMBA (for MBA) and EPAS (for the Bachelor program), and has become a member of two of international business education's most valued networks: CEMS and PIM. It has strengthened its international Advisory Board and the important institutional cooperation with its corporate members on the development and quality assurance of its programmes as well as their substantial financial contribution to the school. It has given a clear signal on the importance that it attaches to international experience as part of the higher educational process by designing all of its Master programmes with a compulsory period of study abroad and has systematically worked for partnership agreements with schools of high reputation (now almost 50) in order to both give its students access to this experience as well as being able to bring exchange students into its classrooms with their international perspective. The number of joint and double degree programmes and other educational projects with top international schools is unprecedented for Russian management education.

There have of course been – and are still- challenges to face: its early-mover advantage in the establishment of Double Degrees has met a (hopefully) temporary set-back in the form of the national policy of the required nostrification of the partner school students' Bachelor degrees before they can be admitted to a Russian master program; and as a business school working with the question of good management practice, it must successfully find ways of developing its programmes and staff while working within the framework of a highly bureaucratic system. One of the conditions for success in working internationally has always been the ability to work within various, sometimes conflicting, sets of national and international rules. In spite of these challenges, the results already gained by the school through its international efforts speak for themselves and will continue to be a highly motivating force for the work still to be done.

## **PHYSICAL FACILITIES**

Being an integral part of SPbU, the School uses facilities allotted by the University and is accountable for their maintenance. The School is based in two fully renovated buildings (3 km away from each other) in the centre of St. Petersburg with the total area of 11 200 sq. m.:

16, Dekabristov pereulok (since 1993),  
1–3, Volkhovsky pereulok (since 2002).

Both buildings comprise lecture halls and other auditoriums, office space, IT-infrastructure (incl. computer labs), library facilities, language labs, recreation areas, cafes etc. All classrooms are equipped with PCs and multimedia devices (IBM and HP computers, multimedia projectors etc.). All students, faculty and staff have internet access through PCs installed in computer labs, libraries and recreation areas and through personal computers via Wi-Fi network covering both buildings.

The classroom spectrum includes 10 seminar rooms (8-20 seats), 19 regular classrooms and auditoriums (30-80 seats), a large lecture hall (245 seats) and a gala hall (100 seats, used mainly for guest lectures and company presentations). Most classes of the Bachelor programme take place in Dekabristov pereulok. Master, Doctoral, MBA and Executive Education programmes are held in the building with more sophisticated facilities in Volkhovsky pereulok. There are two managers responsible among others for timetables and coordination of classroom needs in each of the buildings.

### St. Petersburg University GSOM classroom spectrum, 2011/2012

	<b>16, Dekabristov pereulok</b>	<b>1-3, Volkhovsky pereulok</b>
Auditoriums	2 rooms (64-80 seats each); Grand lecture hall (245 seats)	1 room (60 seats); Gala hall* (100 seats)
Regular classrooms	8 rooms (48-56 seats each)	8 rooms (30-46 seats each)
Seminar rooms	8 rooms (20 seats each)	3 rooms (8-18 seats each)
<b>Total</b>	<b>19 rooms (981 seats)</b>	<b>12 rooms (414 seats)</b>
Language labs	3 labs (12-14 seats each)	2 labs (8 seats each)
Computer labs	3 labs (16-34 seats each)	2 labs (23-29 seats each)
<b>Grand total</b>	<b>25 rooms (1 098 seats)</b>	<b>15 rooms (482 seats)</b>

### SPbU and GSOM locations

#	Name and address	Phone number	Transport
1	<b>GSOM Main building &amp; Master programs</b> 199004 St. Petersburg 3, Volkhovsky pereulok	+7 (812) 323-84-56	<i>Bus:</i> 1, 6, 24, 47, 128 <i>Trolleybus:</i> 1 <i>Commercial bus &amp; mini-bus:</i> K10, K30, K120, K175, K183, K273, K249A, K298 <i>Trams:</i> 6, 40 <i>Closest metro:</i> 'Vasileostrovskaya' (0.9 km)
2	<b>GSOM Bachelor programs building</b> 199155 St. Petersburg 16, Dekabristov pereulok	+7 (812) 350-04-06	<i>Bus:</i> 41, 42, 100, 128, 151, 152 <i>Commercial bus &amp; mini-bus:</i> K175, K309, K359A, K359B <i>Closest metro:</i> 'Primorskaya' (0.9 km)
3	<b>SPbU Main building</b> 199034 St. Petersburg 7, Universitetskaya naberezhnaya	+7 (812) 328-20-00	<i>Bus:</i> 7, 24, 47 <i>Trolleybus:</i> 1, 10, 11 <i>Commercial bus &amp; mini-bus:</i> K209 <i>Closest metro:</i> 'Admiralteyskaya' (1 km, across the bridge), 'Vasileostrovskaya' (1.2 km)
4	<b>Student Dormitory #1</b> (location where You pay the rent owed after picking up the invoice) 199226 St. Petersburg 20/1, Korablestroiteley ulitsa	+7 (812) 356-06-62	<i>Bus:</i> 7, 41, 42, 128, 151, 152, 158 <i>Trolleybus:</i> 9, 11 <i>Commercial bus &amp; mini-bus:</i> K30, K32, K62, K124, K162, K183, K248 <i>Closest metro:</i> 'Primorskaya' (1.3 km)
	<b>Student Dormitory #2</b> (location to pick up invoice for DORM ROOM payment) 199226 St. Petersburg 20/2, Korablestroiteley ulitsa	+7 (812) 355-36-74	
	<b>Student Dormitory #3</b> 199226 St. Petersburg 20/3, Korablestroiteley ulitsa	+7 (812) 355-31-26	

## MODE OF OPERATION AND SECURITY

Entrance in SPbU GSOM buildings is accomplished by using card-pass, which is given to every student on his first day at the school. In case a student has left his card at home he can be allowed to enter the building on the basis of his student ID card. If broken, lost or damaged the card can be issued again on the student's request. In this case it is necessary to pay 260 rubles for the duplicate. After graduation or if expelled from the University a student should return the card to the programme office.

There is access to GSOM buildings: from 8.00 a.m. – until 22.00 p.m. (Monday – Saturday). Students are not allowed into the classrooms in their overclothes, which should be left ., in the cloakrooms. The working hours of the cloakrooms are from 8:30 a.m. till 7 p.m. at Dekabristov Pereulok, 16 and till 10p.m. at Volkhovskiy pereulok, 3.

The safety of all University departments as well as GSOM buildings is controlled by the University Security Division. GSOM buildings are equipped with systems for video surveillance and fire safety.



In case of emergency it is necessary to immediately inform the guards of the building and dial emergency number: **112**.

First-aid kits can be found in the Maintenance Department in room 201 at Dekabristov Pereulok, 16 and room 120 at Volkhovskiy pereulok, 3.

Dekabristov Pereulok, 16  
St. Petersburg, 199155,  
Russia,  
Metro st. «Primorskaya»



Volkhovskiy pereulok, 3  
St. Petersburg, 199004,  
Russia  
Metro st. «Sportivnaya»,  
«Vasileostrovskaya»



[www.gsom.pu.ru](http://www.gsom.pu.ru)



# BACHELOR, MASTER AND DOCTORAL PROGRAMMES

## Nature of Degrees and Programmes Portfolio

The graduates of bachelor and master programmes obtain their respective degrees from St. Petersburg University. Their diplomas allow either continuing education at an upper level in the Russian Federation or abroad, or starting their job careers.

All programmes are fully compatible with European standards; with all workload assessment is based on the ECTS. The diplomas and diploma supplements of St. Petersburg University are provided in Russian and English.

Master students have the opportunity to enrol in double degree programmes with top international business schools, including some of the global leaders offering Master in Management education.

The qualification obtained in the Doctoral Program is confirmed by passing comprehensive examinations in foreign language, philosophy of science and specialty. Doctoral thesis defence provides qualification of “Candidate of Science in Economics”.

***Bachelor Programmes Portfolio*** consists of two programmes

### 1. *Bachelor of Management Program*

Areas of Concentration:

- International Management
- Marketing
- Financial Management
- Information Management
- Human Resource Management
- Logistics

### 2. *Bachelor of Public Administration Program*

- Duration of study — 4 years  
Format — full-time  
Language of instruction — Russian (with a number of electives taught in English)  
Bachelor Degree confirmed by the state diploma from St. Petersburg University  
Workload — Measured in ECTS (European Credit Transfer and Accumulation System). Total 240 ECTS

***Master Programmes Portfolio***

### 1. *International Business*

Concentrations:

- International Management
- International Logistics and Supply Chain Management
- International Technology and Innovation Management

### 2. *Corporate Finance*

### 3. *Information Technologies and Innovation Management*

Double degree options:

Students enrolled in the Master in International Business Program, Master in Information Technologies and Innovation Management and Master in Corporate Finance have the option of applying the CEMS MIM degree.

Students enrolled in Master in International Business Program or the Master in Information Technologies and Innovation Management have the option of applying for the Double Degree with Lappeenranta University of Technology.

Two Master Programmes are designed and delivered in partnership with global corporations:

- Master in Corporate Finance in partnership with Citi, and
- Master in Information and Technology Management in partnership with IBM.
  - Duration of study – 2 years
  - Format – full-time
  - Language of instruction - English
  - Master Degree confirmed by the state diploma from St. Petersburg University
  - Workload - Measured in ECTS (European Credit Transfer and Accumulation System). Total 120 ECTS

*Doctotal Programme Portfolio* comprises

#### 1. *Economics & Management of National Economy*

Fields of concentration

- Management
- Marketing
- Logistics

Programmes at a Glance:

- Duration of study – 3 years
- Format – full-time
- Language of instruction – Russian and English
- Doctoral thesis defence provides qualification of “Candidate of Science in Economics”.

### **Programme Curriculum and Skills Acquisition**

All programmes use up-to-date formats of business education: discussions, cases, projects, teamwork, lectures, business simulations, and soft skills training. A wide range of elective courses is offered for building individual tracks based on student preferences.

*Bachelor programmes* are structured in a way that assumes the teaching of basic disciplines during the first two years of the programme when all courses are delivered in Russian. Starting from the 3<sup>rd</sup> year, concentration and non-concentration courses, taught in Russian and in English, allow the obtaining practical skills along with further intellectual development. In the 2012/2013 academic year GSOM will offer 22 electives (and 5 compulsory courses) taught in English (in 2007/08 just 12 electives).

The curricula of the *master programmes* include core courses in general management and concentration areas, electives, a research seminar, consulting project, in-company internship, second foreign language classes, and professional skills development. The required study of a

second foreign language – a typical choice would be (but not limited to) French, German, or Spanish. Unique features of master programmes are a compulsory consulting project and an internship in leading Russian and international companies (examples include Sberbank, MTS, VTB, Gazpromneft, Russian Railways, Baltika, 3M, BCG, L’Oreal, DuPont, Heineken, KPMG, Nokia, etc.).

Considering that the structure of the *Doctoral program* curriculum at GSOM has been designed in an evolutionary way in order to achieve alignment with the best practices in doctoral education in terms of workload and course offer, the content of the program is aligned with the requirements of doctoral education in the leading business schools. The latter point is particularly important when considering existing agreements on doctoral student exchanges with partner schools.

In the case of our Doctoral Programme, international benchmarking has been undertaken over the last 10 years, resulting in the new curriculum introduced in 2009, with minor revisions made in 2010 and 2011. The program structure thus includes the following elements:

- General doctoral studies - compulsory courses defined by the Federal regulations (Academic English and Philosophy and History of Science);
- Specialty core courses – compulsory courses, defined at the school/university level for students of particular specialty;
- Major subject and research related courses – elective courses, defined at the school/university level for students of particular specialization within specialty (e.g. management, marketing or logistics at GSOM doctoral program);
- Thesis writing;
- Compulsory research progress seminars and workshops;
- Annual presentation of research progress at departmental meetings (annual attestation);
- Teaching assistantship (min. 50 contact hours);
- Participation in leading international and Russian conferences;
- Final attestation (comprehensive examinations in foreign language, philosophy of science and specialty).

In bachelor programmes, skills acquisition is aimed at preparing students for their group projects by focusing on developing such skills as teamwork, presentation skills, negotiation skills and managing conflicts. After completion of these seminars students are ready to start their first group project – company SWOT-analysis. They have a group project during the second year (Business plan), as well as various projects in almost all courses, especially during their 3rd and 4th years. Besides, they complete an individual term paper in the third year of studies and a final project at the end of the fourth year. Bachelor students receive training in research in the form of the Research Seminar (for the preparation of a term paper), as well as training in literature and data search techniques in the 1st and 4th years of studies.

On the Master programmes students are aimed at obtaining skills through action learning, project work, tutorials, seminars, internships, case competitions, etc. A separate part of the curriculum is a consulting project (Business project for CEMS MIM students). The project requires a group of 4-6 students to work on a task set by a company. This part of the curriculum helps to develop analytical thinking, team work, leadership skills, strategic thinking, communication skills, etc. An internship that lasts for 6 weeks and is a core part of the curriculum helps to develop practical skills and is aimed at applying the theoretical background that students need to practice.

All internships should be aligned with a student's Master programme and the selected concentration within it (to achieve specific ILO's). During the two years of their study, students participate in the course "Research seminar" where they develop the research skills that will be very helpful for them in preparation of their master thesis.

Within the curriculum the Manager's Professional skill seminars play a special role. These seminars are devoted to the development of soft skills. The following topics are covered within the seminars: "Presentation skills", "Business writing", "Group work". In 2012 a very important change has been made to the syllabus. A topic on "Corporate Social Responsibility Decisions" will be covered within the Manager's Professional skill seminars to extent this important topic for the students.

SPbU GSOM pays special attention to the development of the language skills of its students. The second foreign language is a core requirement within the Master in Management programs curriculum.

GSOM students participate in professional competitions (e.g. Business Plan competition) and business games (e.g. L'Oreal, Unilever, Henkel, BNP Paribas, and CIMA).

Skills acquisition at the Doctoral Programme is ensured by a combination of theoretical and methodological courses aimed at providing students with sound skills in research methods in economics and management. Most doctoral courses assume opportunities to adjust course assignments to the dissertation topics and apply acquired skills to working on the thesis within an individual project. Additional skills are developed via research and progress seminars presentations, including joint international doctoral seminars (doctoral seminar with Aalto University since January 2011, doctoral seminar in Logistics and SCM by DB and RZD Centre in International Logistics and Supply Chain Management (Aalto University, European Business School (Germany)) since 2011) as well as via additional doctoral seminars and courses on special subjects (for example, Publishing seminar, course of Advanced English for Researchers). Teaching and research assistantship constitutes compulsory part of the program, aiming at development of teaching and additional research skills (as working on research projects, project management, etc.).

## **Programme Delivery**

All programmes are delivered on campus, based on face to face or written communication interaction with lecturers and business representatives. Class sizes are differentiated depending on the type of programme and course status: from lectures on core subjects (100+ students at bachelor, 60+ at master) to teaching electives (20-50 students), to seminars and tutorials (10-25 students). A lot of home assignments and group projects help to activate students' engagement and minimize passive transfer of knowledge.

The range of teaching methods at different programmes includes:

- Lectures;
- Tutorials and seminars;
- Individual and group projects;
- Individual and group assignments;
- Case discussions;
- Business simulations.

While all these methods are used in bachelor and master programmes, albeit in different proportions, the Doctoral Programme teaching methods are more concentrated on a combination of lectures, group work, tutorials and discussion sessions.

The GSOM faculty actively use such teaching methods as problem-solving exercises, case studies, computer simulations and business games as well as modern learning technologies and teaching aids. To enable such teaching all GSOM classrooms are equipped with all necessary soft- and hardware required for various types of teaching modes. In particular, multimedia projectors, cameras and videoconferencing equipment, computers, dedicated computer and language labs, etc. are always available to GSOM students.

Videoconferencing is mostly used supplementary to regular classes and relates to international educational projects (like series of lectures on Corporate Governance provided by the World Bank and the TEMPUS project “Integrative Qualification in Electronic Government”). It is also used to deliver a collaborative course in Auditing with Babson College allowing two groups to study simultaneously in GSOM and Babson College.

All information about the programme is available through the web-site, and all information about individual courses is available through the Blackboard platform to all students who are registered for those particular courses. A short version of the course syllabus is available for each elective before the start of registration process.

## **Programmes Administration**

### *Bachelor Programmes*

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Office hours: Monday – Friday 10:00 – 18:00

**Maria M. Smirnova**

PhD, Academic Director of Doctoral program,  
Associate Professor, Marketing Department

smirnova@gsom.pu.ru

**Ksenia A. Kouzmina**

PhD, Head of Doctoral Program  
Department for Management

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## Schedule of Classes and Term Dates

The duration of classes is in academic units, that is 45 minutes. One class is normally 90 minutes. After each class a 15 minute break is provided. 12:15-13:00 is a lunch break. Classes could be provided within 09:00 -18:00.

<b>1 class</b>	9:00-10:30
<b>2 class</b>	10:45-12:15
<b>3 class</b>	13:00-14:30
<b>4 class</b>	14:45-16:15
<b>5 class</b>	16:30-18:00

Schedule submitted by Deputy Head of Study Affairs Associate Vice-Rector is available either on GSOM SPbSU site or on the information board of the Programmes' Offices.

One should remember that

- Entering and leaving the classroom after a class started is allowed with the instructor's permission only.
- Mobile phone calls during the class are prohibited.
- PC use (notebooks, smartphones and other devices) is allowed with the instructor's permission only.
- Wearing outer clothes within the classroom, library and other rooms of the GSOM SPbSU is strictly prohibited.



Urgent Information is provided by emailing. Full responsibility for the consequences of inaccurate or ill-timed acquainting with the information rests with the doctoral student.

## Term Dates for 2012/2013 Academic Year

*Bachelor Programmes:*

Fall term 1.09.2012 – 25.01.2013

Spring term 09.02.2013 – 28.06.2013

*Master Programmes:*

Fall term 1.09.2012 – 11.01.2013

Spring term 26.01.2013 – 14.06.2013

*Doctoral Programme:*

The academic year starts October, 1 and finishes in accordance with Doctoral Program Curriculum.



All dates may change slightly.

## Public Holidays

<b>Fall Semester 2012</b>	<b>Spring Semester 2013</b>
November 4 – National Unity Day January 1-5 – New Year Holidays January 7 – Orthodox Christmas	February 23 – Defender of Motherland's Day March 8 – International Women's Day May 1 – Spring and Labor Day May 9 – Victory Day June 12 – Russia National Day



Please be aware that sometimes when a public holiday is extended to create a long weekend, that an extra working day is assigned on proceeding or following Saturday or Sunday.

## **Course Registration**

The list of GSOM SPbU electives as well as their short descriptions and period of registration for a certain course are posted on GSOM SPbU web-site at least two weeks before the beginning of the semester.

The registration for GSOM SPbU electives is organized on-line on GSOM SPbU web-site. The on-line registration ends not later than two weeks after semester begins.

The number of electives chosen by a student is established by the Program curriculum.

Quantitative limits are set on groups which study GSOM SPbU certain elective disciplines.

The students who have not made their choice during the set period are registered for the courses by the Study Affairs Office.

## **Course Syllabi**

The detailed content of a programme is presented in its curriculum and in the syllabi of the courses included in the programme.

The course syllabus includes the content of the course, teaching methods, innovative technologies, teaching materials etc.

## **Students Assessment**

The assessment of a student's performance in a course is based on her/his personal achievements in the various types of work which usually include:

- individual and group assignments;
- case discussion or write-ups;
- tests (in-class and distant);
- essays and summaries on particular subject;
- group projects and presentations;
- in-class discussions;
- class participation;
- mid-term and final examination.

Student assessment is based either on the relative ECTS scale ("forced curve") or on the absolute ECTS scale in classes with less than 30 students, In both cases we also transfer the ECTS letter grade into the 4-point Russian scale, mandatory in the Russian education system (5 – excellent, 4 – good, 3 – satisfactory, 2 – failed). All assessment methods, grade structure, calendar plan and ILO's for each course are announced to students at the beginning of each semester and are described in course syllabus. We require that no more than 50% of the assessment for each course be based on the final examination, with the remaining points awarded for current assignments and a mid-term.

GSOM holds written exams only. Students failing an exam have only two opportunities to retake the exam on a fixed date. The failed third attempt results in the student's expulsion. Students are also expelled if they fail three different courses on the first attempt.

The Bachelor and master thesis final project has to be publicly defended in front of a committee of professors and corporate representatives (no less than 25% external members to the Programme, and no less than 25% external members to the University).

Doctoral students are regularly assessed on each course and each type of the program elements on a 'pass' or 'fail' grading scale. They also have to take comprehensive examinations in: English language (1<sup>st</sup> year), Philosophy and History of Science (1<sup>st</sup> year), Specialty and Specialization comprehensive exams (2<sup>nd</sup> and 3<sup>rd</sup> years) where the 4-point grading scale is applied.

Overall assessment of doctoral students is conducted annually at the end of each academic year by the department on the basis of their annual reports on completion of the individual study plan. The report has to reflect student's results in the courses and achievements in research (thesis progress and publications) and teaching components. The report as well as the individual study plan for the year has to be approved by academic advisor. Additional reports are provided on the term basis (every 4 months) during the study abroad year.

## Corporate Relevance

The Corporate relevance of *bachelor and master* programmes is provided through a variety of activities:

- A number of courses are co-taught by managers and experts from leading Russian and multinational companies who also contribute to proper alignment of academic and practical aspects of studies;
- Guest lectures and guest events. Guest lectures and guest events are initiated by Career Centre, Master programme or CEMS club;
- Additional activities include events, company visits, business games and contests, initiated by the Career Centre, Master programme or CEMS Club;
- Career Days. Career Days are organized twice a year (November and April), and target all students.

Two *master programmes* are designed and delivered in partnership with global corporations:

- Master in Corporate Finance in partnership with Citi, and
- Master in Information and Technology Management in partnership with IBM.

These and other corporate partners also take part in some specific aspects of master programmes delivery:

Participation in programme selection: corporate partners are invited both to the MSc programme selection interviews (July of each year) and to the CEMS MIM selection interviews (October each year).

Involvement of international companies in programme delivery (joint courses, involvement in the master thesis defence committee).

Participation in block seminars. Block seminars organized jointly by GSOM and Aalto University are based on the active participation of corporate partners as guest lecturers or providers of venues for company visits.

Organization of skill seminars. One part of the skill seminars is conducted by trainers representing corporate partners. The plan of seminars and potential topics are discussed with corporate partners before the term accreditation with later approval of exact days of the seminars and their duration.

Business and Consulting projects involvement. Various sources of project cooperation are used – direct invitation, discussions on cooperation, previous cooperation projects.

Internships and employment. Internships are subject to particular attention in cooperation with corporate partners. Internship opportunities are offered during the Career Days events, specialized events (e.g. Company Days – recent examples include PricewaterhouseCoopers, Rosneft, Siemens Management Consulting, etc.).

A Master programme day is organized at the beginning of each academic year and offers guest lectures by top managers of the leading international and Russian businesses (recent examples include Microsoft, Kamaz, etc.).

Corporate relevance on the *Doctoral Programme* has been increased via extensive cooperation with corporate partners in financial support of doctoral program and providing scholarships for doctoral students. Key examples here include Russian Railroads and Deutsche Bahn on Logistics Specialization as well as Russian Standard Bank on Marketing Specialization.

### **Programme Service Control**

For programme service control 2 types of questionnaires are established that aim to improve quality of the program, i.e.

1. Teaching Quality Questionnaire. The type of questionnaires is completed by students after learning each course and is focused on teaching quality control, and aims to highlight and improve the possible problematic issues.
2. Service Quality Control Questionnaire. The type of questionnaires is completed by students annually or twice a year and highlights to consider their view on library, café, security and office service.

## GSOM RESOURCES

GSOM students are offered a range of quite unique resources in the library, gaining access to electronic database, the education support system, personal computers, including open access computers and wi-fi internet connection.

### IT Facilities

In the core of the GSOM IT system, there is a cluster of 55 servers, guaranteeing system reliability and durable data storage. In the both GSOM buildings, wireless broadband Internet access is granted for all the students, professors and visitors. There is also a print & copy system, available for registered users.

The systems of support of the educational process for students and faculty are based on two systems:

1. Blackboard at: <https://bb91.gsom.pu.ru/webapps/login/>
2. a System developed by a specialist of the IT department of GSOM, which is based on the 1S platform.

Our users have access to many different IT services, for example, e-mail, technical support, Active Directory, Local and global network, etc. Many of these services, such as e-mail, the file store and many others, have web-based access and are available either locally or worldwide.

There are a number of Internet-based services, intended to support the academic process, such as:

- Course registration system, Individual project assignments, and GSOM service quality polls: <http://webct.gsom.pu.ru/>
- Full course informational maintenance and tracking (academic materials sharing, homework handing-in, on-line tests and examinations, etc.): <http://bb91.gsom.pu.ru/>
- On-line video-streaming of significant GSOM events, as well as publication of the records: <http://www.gsom.spbu.ru/en/video/>

Buildings now have wireless internet connection. In order to connect one needs to open the browser at the GSOM premises, during the first attempt there will be the automatic redirection to the page asking for user name and password that are the same for all the GSOM internet/intranet system.



### Contacts

The service desk staff is accessible between 8-30 and 21-30 from Monday till Saturday (Volkhovsky pereulok) and from Monday till Friday (Dekabristov pereulok).

- Phone (Volkhovsky pereulok): (+7 812) 323 84 54, internal number: 888
- Phone (Dekabristov pereulok): (+7 812) 350 81 55, internal number: 272
- Mobile phone (Volkhovsky pereulok): +7 931 203 98 92
- Mobile phone (Dekabristov pereulok): +7 931 203 98 51

## Corporate E-mail

Each student at GSOM has its own corporate e-mail, from the first day of school. Freshmen receive their logins on 1<sup>st</sup> of September. All official notices are sent only to the corporate e-mail. Remember that only mail sent from a corporate e-mail address will be delivered to the teacher in GSOM with a 100% guarantee.



## Bookstores

In the both GSOM buildings, there is a bookstore, where you are able to find course materials, 'compendiums', as well as the books published by GSOM.

Contacts: Elena Lebedkina: lebedkina@gsom.pu.ru

## Library

GSOM Library is a branch of Saint-Petersburg University Scientific Library. Comprising approximately 1 000 square meters across two buildings, the GSOM Library is open 76 hours a week, including weekends; remote access to electronic resources is available 24h. Library facilities include individual and group work places, PCs, copy and printing machines, and a group study room.



GSOM library collection contains nearly 90,000 of print and media volumes. Library collection management is based on RFID technology.

77 electronic databases are available to GSOM students and staff, among them 63 international and 14 local. Electronic subscription through databases amounts to over 55,000 titles of periodicals and around 100,000 full-text books on management, economics and related subjects. Off-campus access to GSOM licensed databases requires GSOM ID and Password.

To use the GSOM Library services and collections a student must obtain a Library card. GSOM Library card in addition to book check-in and check-out provides access to all copy and printing machines in both GSOM buildings.

Library Director

**Elena Kosareva**

E-mail: library@gsom.pu.ru

## Working hours:

	Dekabristov, 16 +7 (812) 327 4951	Volkhovsky., 3
<b>Monday</b>	10:00-20:00	09:30-20:30
<b>Tuesday</b>	10:00-20:00	09:30-20:30
<b>Wednesday</b>	10:00-18:00	09:30-20:30
<b>Thursday</b>	10:00-20:00	09:30-20:30
<b>Friday</b>	10:00-18:00	09:30-20:30
<b>Saturday</b>	10:00-17:00	09:00-20:00
<b>Sunday</b>	closed	10:00-17:00

You can get books using the GSOM Library card. New Library card may be obtained for free at the library. When leaving GSOM the Library card must be returned to the library. In case of loss, you will need to pay a fine of 200 rubles.

### **GSOM Library Electronic Resources: Terms of Use**

The user has the right to:

- Display viewing. Users have the right to view an electronic data/image from the display.
- Digital copying. Users can digitally copy a reasonable amount of information from databases.
- Printed copies. Users can print a reasonable amount of information from databases.
- Training package. Users may use a reasonable amount of information from the databases in preparation of a set of training materials for a particular course or other training materials.

Users are not permitted:

- Systematic copying. Users may not copy or reproduce large-scale portions of licensed materials (i.e., full-text copy of the book, the financial statements of companies, periodicals from the first to the last page). The use of software tools (robots) is performed in order to prohibit the automatic data downloading.
- Publication on the Internet, print and electronic media. Users may not publish licensed material on the Internet, print and electronic media.
- Commercial use of licensed information. Users are not permitted to use the licensed materials for sale to third parties.
- Systematic provision of scientific information to third parties. Users can not systematically make available significant fragments of licensed materials to the third parties.
- Violation of copyright. Users may not use licensed material in any way, leading to a violation of the copyright or any other rights of ownership.

### **Copying and Printing**

To copy, the card (i.e. GSOM Library Card) should be activated. A detector is attached to the side wall of the machine. After that you will see a “ready to copy” sign on the device and you can begin the process of copying.

Repeat the action to log off your card.

*For printing, you should:*

1. Register (enter) into any computer under your GSOM ID and password.
2. Send a document to the printer *FollowMe*
3. Go to any copier and by activating the machine with the card, that is, attaching Library card, get a printout. The cost of one copy — 3 rubles. Cash for photocopying is accepted at GSOM Bookstore (Pereulok Dekabristov 16, 1st floor, Volkhovsky Pereulok 3, 1st floor).

## GSOM CAREER CENTER

Career Centre develops and maintains connections with the corporate world in order to deliver its programmes and provide the best opportunities for student employment after graduation. One of the main goals for GSOM is not only to provide students with a high quality education but to support them in entering job market. GSOM Career Center provides this support through various types of events; its managers are always ready to counsel students on an individual basis on issues such as:

- Career plans and goals;
- CV and motivation letter writing;
- Preparation for job interviews.

### **Irina Yakovleva**

Career Center Director

yakovleva@gsom.pu.ru

### **Elena Novikova**

Career Center Manager (Master program)  
Volkhovskiy Pereulok, 3, office 206

novikova@gsom.pu.ru

### **Valeria Golovinova**

Career Center Manager (Bachelor program)  
Pereulok Dekabristov, 16, office 208

golovinova@gsom.pu.ru

The GSOM Career Centre has links with about 160 Russian and international companies and organizes:

- Career days (twice a year, in the Fall and Spring semesters);
- Company presentations and company days (i.e., Sberbank, Rosneft, and PricewaterhouseCoopers);
- Guest lectures (more than 40 business leaders presented in 2010/2011);
- Guest lecture series and jointly designed and delivered courses (with Citi, PricewaterhouseCoopers, MTS, etc);
- Workshops and skills-seminars;
- In-company business projects (SWOT-analysis, consulting projects);
- Business games (L'Oreal, KPMG, Microsoft, Unilever, etc);
- Graduates recruitment by corporate partners of the GSOM Career Center;
- Summer Internship Program (compulsory for Bachelor and Master students).

## **Summer Internship Program**

Approximately 400 GSOM students: Bachelor (2nd and 3rd year students) and Master Programs students (1st year students) annually participate in the Summer Internship Program in about 160 companies that have existing contracts for summer internships with GSOM. The aim of the Program is to let students feel the real atmosphere of business and to gain working experience in order to combine theoretical knowledge and real business practice, develop their professional and personal skills. While working in a company every student has an assigned company mentor who supervises students' work in particular unit (department) of a company.

The duration of the internship is defined as 4 weeks (for Bachelor program students) and 6 weeks (for Master program students) by St. Petersburg University regulations, as are the length of their exam session and summer holiday period. By the end of the internship each student has to submit a reference letter and internship report to the Career Center.

The Career Center cooperates with the following companies: BFA, Citi, Gazprom, IBM, L'Oreal, MTS, Procter & Gamble, International bank of St. Petersburg, PwC, Rosneft, Russian Railways, Russian Standard, SAP, Sberbank, Sistema JSFC, VTB Bank and with many others.

We cooperate with the best companies to help you find the career that you want.!



Full information about Career Center you could find at our website <http://www.gsom.pu.ru/career/>.

## STUDY ABROAD

### International Office

The International office, headed by the Director of International Relations, Robin Jensen, consists of two sectors one of which is in charge of student mobility (both incoming and SPbU outgoing students) and the other for visas and program development.

Generally, International office activities are aimed at servicing outgoing students regarding their exchange programs and helping incoming students to get used to their new surroundings.

However, great attention is also paid to new partnership development, as well as the maintainance of our relationships with existing partners.

### International Office

Office 207, Volkhovskiy pereulok, 3 St.Petersburg, 199004, Russia

Phone: (+7-812) 323-8447

E-mail: [Int.office@gsom.pu.ru](mailto:Int.office@gsom.pu.ru)

#### **Robin Jensen**

Director of International Relations

[jensen@gsom.pu.ru](mailto:jensen@gsom.pu.ru)

#### **Evgenia Vorontsova**

Head of Academic Mobility Sector

[vorontsova@gsom.pu.ru](mailto:vorontsova@gsom.pu.ru)

#### **Alisa Khanzhiyan**

Student Exchange Manager

[khanzhiyan@gsom.pu.ru](mailto:khanzhiyan@gsom.pu.ru)

#### **Yan Medvedev**

International Development Manager

[medvedev@gsom.pu.ru](mailto:medvedev@gsom.pu.ru)

### Instructions on Study Aboard

The Graduate School of Management, as a part of SPbU, believes in the international study experience as an important part of educating a competitive, mobile, culturally flexible potential manager and therefore encourages its students to participate in the exchange program with the University's international partners.

Strong international presence is provided by bilateral agreements with 49 leading business schools and universities known for their high educational level and reputation as well as their global outlook. These agreements allow more than 130 SPbU both undergraduate and master students of management to participate in the exchange programs every semester. And to the proud satisfaction of everyone at GSOM, this number is continually growing.

Through the exchange program you gain knowledge of the world's management practices, develop your intercultural skills and build strong international networks while finding new friends.

Moreover, you may not only make relevant professional contacts for your future career but you also get an item on your CV which could help attract the attention of a future employer when you are job-hunting after graduation.

The GSOM International office is glad to help all students who are going to study abroad and provide them with all necessary and up-to-date information about partner schools. In addition the International Office provides advising and assistance for students during the whole exchange program cycle, from helping with the choice of the host business school to the re-entry period, when you return home.

There are many ways of organizing and financing your study abroad. It is important to investigate all possibilities and to begin planning early, preferably at least 12 months before your planned date of departure.

You can start by asking yourself the following questions:

- Where would I like to study?
- During which semester of my study program can I go abroad?
- Which courses do I want to take/must I take?
- Which courses can be transferred for credit towards my degree from GSOM?
- How can I finance my trip and stay abroad?
- What courses or other activities can I participate in that will help me to develop the individual profile I need for the future career I am aiming for?
- Is my language sufficient for study abroad?

Preparation for a study abroad period requires considerable time and thought on your part. There are no ready-made trips available – each one of you should use this opportunity to design a study program, which best suits your own academic and personal interests and needs. Look at the period of preparation as an investment and an important part of the whole process.

At the International Office (IO) we can help with information and advice throughout the whole process from your first speculations about where you would like to go and up to the point when you return to GSOM.

### **Study Abroad Competition (SAC) Criteria**

The applications of outgoing students are considered, primarily, in terms of the academic progress (GPA) and the level of foreign language acquisition, which is evaluated by their TOEFL results.

For participation in the student exchange program applications are accepted from the 2<sup>nd</sup> and 3<sup>rd</sup>, year students of the Bachelor program.

Bachelor students can participate in their exchange program during 5<sup>th</sup>, 6<sup>th</sup> or 7<sup>th</sup> term, but study abroad is mandatory only for students of the “International business” specialization.

Participation in the exchange program is mandatory for students of all concentrations at the Master’s level. Master degree students also have the option of participating in the program CEMS MIM and/or Double Degree program.

## SAC Application process

Searching for information about universities/business schools:

It is very important that you research the schools carefully to make sure that they offer the courses you need to take in order to get full credit transfer. We would recommend you to start your research of the schools in which you are interested as soon as possible in order to have a clear idea of your possible alternatives.

First of all pay attention to the curriculum of the school to which you would like to go. Search for the school where the curriculum during the semester you have chosen coincides with the compulsory courses in the GSOM program which you must get credit for upon return. This will essentially facilitate your problems on returning to the GSOM, therefore strongly recommend that you familiarize yourself with the list of offered courses. At the same time, if you have the option of doing some electives, it can also be an advantage to look for academic opportunities in the form of course options which are not offered at GSOM, while making sure that they will be accepted for credit by checking with your study program.

In the International Office there is a lot of useful information which can help you to define where you would like to study: lists of the courses and other important information from the GSOM partners; brochures containing general information about the University and the country where the University is located.

We also recommend you to visit web-sites of the *GSOM academic partners* where it is possible to find full and updated information about the school and courses which it provides.

[http://www.gsom.spbu.ru/international\\_contacts/partners/](http://www.gsom.spbu.ru/international_contacts/partners/)

### *Application form and supporting documents:*

As soon as you are defined with the business schools, it is necessary to start collection of the documents demanded for your study abroad.

Preparation of the pack of necessary documents is time-consuming, thus we recommend you to start collecting the documents beforehand.

### *The list of the necessary documents for Bachelor students:*

1. SAC application form with list of five preferred business schools – SPbU partners (in English)
2. A copy of your TOEFL certificate with a score of not less than 550 points in paper-based format (perhaps we should write the equivalent scores for the other TOEFL scores here, since the paper-based form is becoming very outdated).
3. Translated into English, a list of the courses studied during all years atGSOM with the current GPA (confirmed in the Bachelor's office).The GPA is calculated with an accuracy of 2 decimals.
4. Motivational essay with the particular reasons for your choice of the business school which you list as your first priority (aprox. 1800 signs including spaces) in English.
5. CV in English
6. Certificates and results of professional competitions and scientific conferences.
7. Copy of your international passport, for which the period of validity expires not earlier than six months after the end of your period of study abroad.
8. 2 photos (b/w or color, size 3x4).

An information letter with the attached documents, which should be filled in, will be sent to all students when the beginning of the competition is announced.

Detailed information about all the steps of the competition can be found here  
[http://www.gsom.spbu.ru/files/upload/prikaz\\_poryadok\\_2012.pdf](http://www.gsom.spbu.ru/files/upload/prikaz_poryadok_2012.pdf)

The list of the necessary documents for Master students:

1. SAC application form with list of five preferred business schools – SPbU partners (in English).
2. CV in English.
3. Certificates and results of professional competitions and scientific conferences.
4. Copy of your international passport, for which the period of validity expires not earlier than six months after the end of your period of study abroad.
5. 2 photos (b/w or color, size 3x4).

An information letter with the attached documents, which should be filled in, will be sent to all students when the beginning of the competition is announced.

Detailed information about all the steps of the competition can be found here:  
[http://www.gsom.spbu.ru/files/upload/prikaz\\_poryadok\\_2012.pdf](http://www.gsom.spbu.ru/files/upload/prikaz_poryadok_2012.pdf)

## **Study Abroad Competition**

After all application forms have been submitted, a commission session is held, where the main decision is made on the distribution of students to our partner schools. The decision is made according to the requirements declared in the previous paragraph. The place at the school is given in accordance with the places available at each school. If the number of students who are applying for the same school is higher than the actual places available under the agreement, students with have the opportunity to choose another school besides specified in the application.

*Documents to be presented before departure for exchange program:*

After the results of a SAC are announced, all students are required to:

1. Get an original **Acceptance Letter** from the host business school. As a rule, Letter of acceptance are delivered to the International Office (Volkhovskiy per. 3, office 207).
2. Fill in and bring to the International office Learning Agreement within 7 working days after the receipt of the original acceptance letter from the host school. Please note that the list of subjects in your Learning agreement is a subject to change upon your arrival to the host school. The corrected version of your Learning Agreement with all changes should be sent to the International office as soon as your new list of courses is finalized with the host school.

In case of your withdrawal from the study abroad program, it is necessary to inform the International Office immediately about your decision in written form with indication of your reason. If you have been in contact with the host university, it is also a good idea to write to them, letting them know of your decision and thanking for their help.

## **Visa issues**

Participants in the exchange program, after receiving the official invitation from the host school, is independently responsible for providing all necessary information requested by the host

university in the form of questionnaires and forms for visa or residence permits in order to enter the host country to the Consulate/Embassy of that country.

To get a student visa to some countries one is required to go to Moscow, as the Consulates of these countries in St.Petersburg do not process such types of visas. Be sure to check in very good time what the circumstances are for your host country.

To get all the documents prepared on time, please find out in the Embassy of the country you are planning to study in answers to the following questions:

- The type of visa (short/long term, national).
- Terms for issuing the visa.
- The full list of necessary documents.

We draw your attention to the fact that all the expenses connected with visa issuing are covered by the student.

### **Life and Health Insurance**

According to the agreements between GSOM and our partner schools - participants in the exchange program must have an insurance policy before leaving for their stay abroad, valid during the whole period of stay. Some consulates and the Embassies of some countries demand to your insurance policy be issued before they will process your documents for the visa application.

### **After arriving back to Russia**

1. Next working day after returning from their exchange programs students are to bring to the International office (Volkhovsky per, 3, office 207) the document confirming their return, signed by the managers of Bachelor or Master programs.
2. Transcript of records given by the host school.

## EXTRACURRICULAR ACTIVITIES

The Department of Student Services is engaged in work with students in two main areas: social and extracurricular work.

Deputy Head of Student Services. Associate Vice-Rector SPbSU

### **Vadim Fedorov**

Dekabristov, 16, office 122

Phone: (812) 350 13 81

Fedorov@gsom.pu.ru

Social work includes the preparation of documents for the nomination of students for scholarships, financial support and the process of documentation for the settlement of nonresident (foreign or incoming national?) students in the dormitories of SPSU.

The Department controls and records the students receiving grants and students, obtaining their education on a fee-paying basis. The Department is also preparing documents to send students, who are getting federal budget support, to the rest houses of State University, such as "Horizon" and the "University".

Assistance and control is also provided of the military service registration and monitoring of the medical student examination, organized by SPbU. The main areas of extracurricular activities are to engage students in sports activities, promote the concept of health, and inform students about the various aspects of student life within the university. Department staff organizes and carries out various activities.

Such intellectual games as "What? Where? When?" have become a traditional part of student life. GSOM organizes a football championship and the GSOM football cup and supports out the Annual Drucker Student Awards Event.

### **The Student Scholarship Program**

Students who are supported by the federal budget and successfully complete the term with "excellent" and/or "good" grades receive a monthly academic scholarship in the amount of 1,272 rubles. Students, who have just started their higher education and are supported by the federal budget, are also eligible to receive an academic scholarship.

Students, who are supported by the federal budget and who provide a standard form certification and submit proper application in person, have the right to receive state social aid in the amount of 1800 rubles.

State aid is guaranteed for following groups of students:

- Orphans and children, left without parental care
- Recognized disability of groups 1 and 2
- Victims of Chernobyl catastrophe
- Disabled and war veterans

Once a semester, students receiving financial assistance from the federal budget are eligible for financial support provided they are orphans, children left without parents support, disable students, student members of low-income families, students, who are poor and are single, students from single-parent families, and who find themselves in a difficult financial situation, non-resident students, students who have a family with children.

### **Vacation and Health Treatment**

Medical treatment and disease prevention is carried out at the MANO (medical center) Of St. Petersburg State University (area of activity- disease prevention, health examination, vaccination, registration of sabbaticals.

Student Branch  
Vailevsky Island, Korablestroitelei, St. 20  
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Students obtaining their education at the expense of the federal budget are eligible to receive vouchers to the sanatorium of SPbU.

The Sanatorium-dispensary is located in a green and ecologically clean corner of Peterhof (St. Petersburg State University campus in Peterhof, to get there get on the train or on the bus from the Baltijskaya train station or bus from the subway "Avtovo"), is near the palaces, museums and parks.

The Sanatorium-dispensary is a modern, 9-storey building with two elevators. The building is equipped with rooms for rest, a treatment room, a cafe, two gyms and a sauna.

Students can use the library, a TV in the lobby, free table tennis, "fitness" class and during the winter time — Finnish sled-riding Meals: three times a day in the Cafeteria "Hermes" in Art. Peterhof.

Students also have the opportunity to go for a weekend to the health center "University", located in the resort area of the Leningrad region (Health complex "University" is located 20 kilometers away from the picturesque area Zelenogorsk Semiozerje).

For obtaining permits for a weekend, please contact the Department of Student Affairs in room 122, where applications for permits may be submitted.

### **Business Plan Competition**

The annual business plan competition is a joint project of the Graduate School of Management, St. Petersburg State University and the Haas School of Business, University of California, Berkeley. Project leader since its founding in 1999, is Professor Godwin Wong.

The purpose of the competition is to strengthen the entrepreneurial spirit of students, by encouraging them to acquire the skills of business planning, and by testing the ideas of students and alumni against real life issues.



GSOM is proud to see that the competition is constantly increasing in the number of participating talented students - both from faculties of the University, and from other universities. The 11th annual Godwin Wong business plan competition was attended by students from 16 different schools in seven cities and two countries.

### **The Student Council**

The Student Council is an independent student organization at the service of the students of the Graduate School of Management, St. Petersburg State University.

The goals of the Student Council are:

- Assist in the development of GSOM;
- Practical implementation of projects that are in demand among students GSOM;
- Centralization of student activities;
- Development of student activities in addition to the daily educational process;
- Providing support for students in their creativity, entrepreneurship and innovation;
- Providing the opportunity to gain practical experience for students during the project implementation of the Student Council;
- Getting in touch with the culture and tradition of the long-term development projects of GSOM;
- Developing relationships with other students of the school and of other universities;
- Support for new studentss in their adjustment to life at GSOM.

The activities of the Student Council are based on the principles of respect, cooperation, transparency, representation and equality.

In order to achieve better interaction between students and the administration, the Student Council starting from the 2010/2011 academic year is made up of group leaders and the representatives of initiative groups;

Regular meetings of the Student Council with the administration of the main educational programs are carried out at least 1 time per month, except during the exam sessions and holidays). Staff is invited to the meetings, the major task of which is to answer all the questions of the students.

### **The Drucker Annual Student Award ceremony**

The award is named in honor of the management guru, world-renowned writer, teacher and consultant Peter Drucker. The annual ceremony began in 1995.

Students of GSOM came up with the idea of this annual event at GSOM. In 2001, Professor Drucker has agreed to give his name to this student initiative. Today, the ceremony reflects the entire spectrum of student life not only of the Graduate School of Management, but of the entire university.

The award is usually called the "Student Oscar," Which is an indispensable element of the ceremony a bronze statuette of a modern businessman. Nominees are chosen by the students and get a the statuette and a prize – which is a very prestigious. It is given for recognition of merit in education, scientific creativity, and



leadership, ability to work and communicate in a team. The award stimulates students to become the future leaders in the professional sphere.

The awards ceremony brings together students, faculty, staff, GSOM alumni, the press and the business community. Traditionally, the ceremony is accompanied by a colourful and very professionally done show which is mainly organized by students with the help of professional sound/visual directors and musicians.

Traditionally, the Drucker Awards ceremony is in spring: at the end of April, beginning of May.

All questions or comments on the organization of the ceremony or inquiries about joining the production group can be sent by e-mail: [druckerawards@gmail.com](mailto:druckerawards@gmail.com)

### **Sports Events**

St. Petersburg University offers students the opportunity to engage in the following sports: swimming, athletics, aerobics, wrestling, boxing, skiing, basketball, volleyball, table tennis, rugby, etc.

Students of GSOM are often among the winners of sports competitions held at St. Petersburg State University. Details of the opportunities offered by St. Petersburg University for students who want to engage in sports can be found at University Departments of Sport <http://sport.spbu.ru/>.



Many undergraduate students, as well as students of other programs in the Graduate School of Management love football. The GSOM Championship Cup and the Spring Cup of GSOM have become traditional at the school. This competition helps to bring together local and international GSOM students, alumni and teachers. (Contact the Student Services Office to sign up!)

Student participation in activities is effective in terms of health promotion, development of the team spirit, creation of a friendly corporate environment. Football initiatives are held to maintain a high level of sportsmanship for successful participation in university and city competitions.

### **Accommodation**

Students are offered accommodation in dormitories. Students may stay "off-campus" as well but need to arrange for this independently.