**REGULATION ON THE ORDER OF APPOINTMENT OF THE STATE ACADEMIC SCHOLARSHIPS FOR STUDENTS, GRADUATE STUDENTS AND THE PROVISION OF FINANCIAL SUPPORT TO THE STUDENTS OF ALTAI STATE UNIVERSITY**

The regulation was developed in accordance with Federal Law dated December 29, 2012 No. 273-FZ “On Education in the Russian Federation” (as amended on July 3, 2016).

By order of the Ministry of Education and Science of the Russian Federation dated December 27, 2016 No. 1663 “On approval of the procedure for the appointment of state academic scholarships and (or) state social scholarships for full-time students studying at the expense of the federal budget appropriations, state scholarships for graduate students, residents, assistants- full-time interns at the expense of the federal budget allocations, scholarships to students of preparatory departments of federal state educational institutions of higher education, studying at the expense of federal budget allocations".

Decree of the Government of the Russian Federation “On the formation of the scholarship fund” dated December 17, 2016 No. 1390.

**I. General Provisions**

1. This provision defines the rules and the procedure for the appointment and payment of state academic scholarships (including requirements for students who are awarded a state academic scholarship), state social scholarships for full-time students from the federal budget, state scholarships for graduate students , scholarships for preparatory students offices and the provision of other forms of material support to needy students, as well as the criteria to correspond with achievements of students enrolled in full-time education at the expense of budget allocations of the federal budget on educational programs of higher education (programs of undergraduate , program specialties , master programs) to assign them to the state academic scholarship at a higher rate (hereinafter - increased state academic scholarship).

2. A scholarship is a cash payment assigned to students in order to stimulate and (or) support the development of appropriate educational programs by them.

The following types of scholarships are established at Altai State University (hereinafter referred to as the University):

1) state and academic scholarship to students ;

2) increased state academic scholarship to students;

3) state social scholarship to students;

4) state social scholarship to students in an increased amount;

5) scholarships of the President of the Russian Federation and the Government of the Russian Federation;

6) personal scholarships;

7) scholarships to students appointed by legal entities or individuals, including those who sent them to study.

3. Scholarships for students, graduate students, students of preparatory departments are paid within the framework of the university scholarship fund.

4. All types of scholarships established at the University are paid in the amount determined by the University taking into account the views of the joint Council of students and the League of students within the standard fund, but not less than the standards established by the Government of the Russian Federation for each level of professional education and categories of students taking into account the level inflation.

The procedure for distributing the scholarship fund by type of scholarship is determined at meetings of the scholarship commission of the University taking into account the views of the joint Council of Students and the Student League .

5. All kinds of scholarships, established by the University, are assigned by the rector.

6. The payment of all kinds of scholarships, established by the University, carried out once a month.

7. In the case of a trainee at his request vacation after passing the final certification (state final examination), the payment of the destination 's scholarships nd continues during these vacations before the deduction of student University.

8. Students - foreign citizens and stateless persons who study basic professional educational programs for full-time study, are paid state academic scholarships for students, state scholarships for graduate students, if they study at the expense of the budgetary allocations of the federal budget, including within the quota established by the Government of the Russian Federation Federation, or provided for by international treaties of the Russian Federation, in accordance with which such persons are accepted for training .

9. The period of scholarship payments is carried out from the 3rd to the 5th day of the month following the month for which payment is made.

In January, payment is made up to the 25th day of the current calendar month; in December, payment is made up to the 31st day of the current calendar month.

If the pay day coincides with the weekend or non-working holiday, payment is made on the eve of this day.

**II. Appointment and payment of state academic scholarship**

1. The state academic scholarship is awarded to students depending on their academic success on the basis of the results of interim certification in accordance with the schedule of the educational process approved in the current academic year from the first day of the month following the month of its completion, at least twice a year.

A student who is awarded a state academic scholarship must meet the following requirements:

* the absence of a satisfactory rating based on the results of interim certification;
* lack of academic debt.

In the period from the beginning of the school year to the month of the end of the first interim certification, in accordance with the calendar curriculum, the state academic scholarship is paid to all first-year students studying in full-time education at the expense of the federal budget allocations.

2. The size of the state academic scholarship for students by decision of the university scholarship committee can be differentiated into categories:

* students having "excellent" marks;
* students having “good”, “good and excellent” marks;
* first-year students from the beginning of the school year to the passage of the first intermediate certification.

3. The payment of state academic scholarships to students is suspended from the first day of the month following the month of granting academic leave, maternity leave, parental leave until they reach the age of three years, and is renewed from the first day of the month of leaving academic leave, maternity leave leave, leave to care for a child under the age of three years for the results of intermediate certification, were available at the date of grant of academic leave, holidays etc. maternity leave, maternity leave until he reaches the age of three years, taking into account the period of study for which the state academic scholarship was paid to students before academic leave, maternity leave, maternity leave until he reaches the age of three years old .

4. The payment of the state academic scholarship to students ceases from the first day of the month following the month the student receives the grade "satisfactory" during the certification or education of student academic debt.

5. Foreign citizens and stateless persons studying within the quota established by the Government of the Russian Federation are awarded a state academic scholarship to students throughout the entire period of training, regardless of academic success.

**III. Appointment and payment of increased state academic scholarship**

1. Students studying in the University full-time education at the expense of federal budget allocations for the educational programs of higher education (programs of undergraduate , program specialties , master programs), including students - foreign citizens and stateless persons referred to in paragraph I of .8 On provisions for special achievements in any activity (educational, research, social, cultural, creative and sports), an increased state academic sti pendia.

2. The number of students at a university receiving an increased state academic scholarship cannot exceed 10% of the total number of students receiving a state academic scholarship.

At the meeting of the scholarship commission, the university approves the composition of the competition commissions for each area of ​​increased state academic scholarships and the deadlines for submitting documents for the competition.

The list of documents for participation in the competition for advanced state academic scholarships and the applicant 's application form in Appendix 1, 2.

Candidate documents drawn up in violation of the requirements and submitted later than the deadline for the appointment of increased state academic scholarships for the current semester are not considered.

Decisions of the competitive commissions in each area of ​​increased state academic scholarships are drawn up in a protocol.

The submission of the chairmen of the competition commissions with the protocol of the commission and the rating table are submitted to the university scholarship committee for approval and submission to the Academic Council for approval.

3. The decision on the size of the increased state academic scholarship is made by the Academic Council of the University, based on the decisions of the University competitive committees in each direction, taking into account the views of the joint Council of Students and the Student League.

4. Achievements of students , for the appointment of an increased state academic scholarship in a particular direction, must meet one or more criteria established for this direction .

5. An increased state academic scholarship for student achievements in educational activities is awarded when these achievements meet one or more of the following criteria:

a) the student receives, during at least 2 successive intermediate assessments preceding the appointment of an increased state academic scholarship, only “excellent” marks;

b) receiving by the student during the year preceding the appointment of an increased state academic scholarship, an award (prize) for the results of project activities and (or) experimental design work;

c) recognition of a student as a winner or prize winner of an international, national, departmental or regional Olympiad, competition, competition, competition or other event aimed at identifying students' academic achievements held during the year preceding the appointment of an increased state academic scholarship.

In the event that during the year preceding the appointment of an increased state academic scholarship, retaking the exam (offset) for no good reason, an increased state academic scholarship for student achievement in educational activities is not appointed.

The number of students receiving an increased state academic scholarship for achievements in educational activities in accordance with the above criteria cannot exceed 10 percent of the total number of students receiving an increased state academic scholarship.

6. An increased state academic scholarship is awarded for student achievements in research activities, subject to the achievement of one or more of the following criteria:

a) the student receives during the year preceding the appointment of an increased state academic scholarship:

* awards (prizes) for the results of research work conducted by a student;
* a document certifying the exclusive right of the student to the scientific (scientific-methodological, scientific-technical, scientific-creative) result of intellectual activity achieved by him (patent, certificate);
* grant for research work;

b) the student has a publication in a scientific (educational, scientific, educational) international, all-Russian, departmental or regional publication, in the publication of a federal state educational institution of higher education or another organization during the year preceding the appointment of an increased state academic scholarship.

An increased state academic scholarship for achievements in research activities is awarded on the basis of the formed student rating. The procedure for forming the rating of applicants for scholarships in accordance with their achievements is established by order of the rector .

7. An increased state academic scholarship for student achievements in social activities is awarded when these achievements meet one or more of the following criteria:

a) systematic student participation during the year prior to the appointment of increased state academic scholarship to conduct (of providing) socially significant activities of social, cultural, human rights, socially useful nature, organized by the University or by e of participation is well documented;

b) the student’s systematic participation during the year preceding the appointment of an increased state academic scholarship in the information support of socially significant events, the public life of the university , documented.

8. An increased state academic scholarship for student achievements in cultural and creative activities is awarded when these achievements meet one or more of the following criteria:

a) during the year preceding the appointment of an increased state academic scholarship, a student receives an award (prize) for the results of cultural and creative activities carried out by him in the framework of activities conducted by a university or other organization, including in the framework of a competition, a review and other similar international All-Russian, departmental, regional events, documented;

b) public presentation by the student during the year preceding the appointment of an increased state academic scholarship, the work of literature or art created by him (literary work, dramatic, musical and dramatic work, screenwriting, choreographic work, pantomime, musical work with or without text, audiovisual works, works of painting, sculpture, graphics, design, graphic story, comics, other works tion of art, works of applied art, stage design, works of architecture, urban planning, landscape art, including in the form of designs, drawings, images, layout, photographic works, works obtained by a method analogous to photography, geographic, geological, other map, plan, sketch, plastic work related to geography, topography and other sciences, as well as another work), documented;

c) the student’s systematic participation during the year preceding the appointment of an increased state academic scholarship in conducting (ensuring) public cultural and educational activities of an educational, propaganda nature and other socially significant public cultural and creative activities, documented.

9. An increased state academic scholarship for student achievements in sports is awarded when these achievements meet one or more of the following criteria:

a) during the year preceding the appointment of an increased state academic scholarship, a student receives an award (prize) for the results of sports activities carried out by him in the framework of international, national, departmental, regional events held by a university or other organization;

b) the student’s systematic participation during the year preceding the appointment of an increased state academic scholarship in educational, propaganda and / or other socially significant sporting events, documented;

c) compliance with the standards and requirements of the golden distinction “All-Russian physical culture and sports complex“ Ready for work and defense ”(TRP) of the corresponding age group on the date of appointment of the increased state academic scholarship.

An increased state academic scholarship is not awarded for achievements in sports activities for students receiving a scholarship of the President of the Russian Federation paid in accordance with the Decree of the President of the Russian Federation dated March 31, 2011 No. 368 “On scholarships of the President of the Russian Federation to athletes, coaches and other specialists of sports teams Russian Federation for sports included in the program of the Olympic games, Paralympic games and the Deaflympics games, champions of the Olympic games, Paralympic x games and the Deaflympics games "(Collection of the Russian Federation, 2011, № 14, Article 1883;. 2013, №12, article 1244.).

**IV. Appointment and payment of state social scholarship**

1. The state social scholarship is awarded to students studying in full-time education at the expense of budgetary appropriations of the federal budget who are in need of social assistance.

2. State social scholarships are mandatory for students who are orphans and children left without parental care, persons from among orphans and children without parental care, persons who have lost both parents or a single parent during the education period, and children with disabilities , people with disabilities of groups I and II, people with disabilities since childhood, students exposed to radiation as a result of the Chernobyl disaster and other radiation disasters due to nuclear tests on Semipalatinsk training ground, for students who are disabled due to military trauma or illness received during military service, and veterans of military operations, as well as students from among citizens who have been serving under contract for at least three years in the Armed Forces of the Russian Federation, internal troops of the Ministry of Internal Affairs of the Russian Federation and federal state bodies, in the troops of the national guard of the Russian Federation, in engineering, road building military uniforms at federal executive bodies and in rescue military units of the federal executive body authorized to solve problems in the field of civil defense, the Foreign Intelligence Service of the Russian Federation, the federal security services, state security bodies and the federal body for ensuring mobilization training of the state authorities of the Russian Federation in military posts to be replaced by soldiers, sailors, sergeants , foremen, and dismissed from military service on the grounds provided for by subparagraphs “b” - “d” of paragraph 1, subparagraph “a” of paragraph 2 and subparagraphs “a” - “c” of paragraph 3 of Article 51 of Federal Law dated March 28, 1998 No. 53-FZ “ About military duty and military service ”, as well as students who received state social assistance .

3. The state social scholarship is awarded to the student by order of the university from the date of submission of a document confirming the conformity of one of the categories of citizens eligible for state social scholarships to the month of the termination of the grounds for its appointment (except for the category of persons who received state social assistance).

If the document confirming the conformity of one of the categories of citizens (except for the category of persons who received state social assistance) is unlimited, the state social scholarship is awarded to the student until graduation.

Students belonging to the category of persons who received state social assistance are awarded state social scholarships by order of the university from the date of submission of a document confirming the appointment of state social assistance for one year from the date of appointment of this state social assistance .

4. The fact that a student is on academic leave, maternity leave, parental leave until he reaches the age of three years is not a reason for terminating the payment (assignment) of state social scholarship.

**V. Appointment and payment of state social scholarships in an increased amount**

1. First and second year students enrolled in federal state educational institutions of higher education in higher education programs ( undergraduate programs, specialty programs ) who have a grade rating of “excellent” or “good” or “excellent” and “good” and that belong to categories of people having the right to receive state social scholarships or being students under the age of 20 years, having only one parent - a disabled person of group I, the state academy is appointed An additional and / or state social scholarship in an increased amount.

The amount of these scholarships may not be less than the subsistence minimum per capita in the whole of the Russian Federation established by the Government of the Russian Federation for the IV quarter of the year preceding the year in which the scholarship fund of this federal state educational institution of higher education was formed .

2. First-year students are awarded a state social scholarship based on the results of the first winter examination session.

3. The establishment of the size of the state social scholarship in an increased amount is carried out taking into account the state academic and (or) social scholarship assigned to students .

 4. The payment of state social scholarships in an increased amount ceases from the first day of the month following the month of the expiration of the grounds for its appointment, and resumes from the month in which a document was submitted confirming the compliance of one of the above categories of citizens.

**VI. Appointment and payment of state scholarship to graduate students**

1. The state scholarship is awarded to graduate students studying in full-time studies at the expense of the budget allocations of the federal budget.

2. The state scholarship to graduate students is awarded depending on the success of mastering the programs for preparing scientific and pedagogical staff for graduate students in postgraduate studies based on the results of interim certification in accordance with the calendar curriculum from the first day of the month following the month of its completion.

 3. A graduate student who is awarded a state scholarship must meet the following requirements:

* the absence of a satisfactory rating based on the results of interim certification;
* lack of academic debt.

4. In the period from the beginning of the school year to the month of the end of the first interim certification, in accordance with the calendar academic graph , the state scholarship is paid to all graduate students of the first year of study who are studying full-time at the expense of the federal budget allocations.

5. The payment of state academic scholarships to graduate students is suspended from the first day of the month following the month of granting academic leave, maternity leave, parental leave until they reach the age of three years, and is renewed from the first day of the month of leaving academic leave, maternity leave, child care leave until the age of three years based on the results of intermediate certification, were available at the date of grant of academic leave, on maternity leave, childcare leave until the age of three years, taking into account the training period for which the state academic scholarships to graduate students has been paid to providing an academic leave, maternity leave, child care leave until the age of three years.

6. Foreign citizens and stateless persons studying within the quota established by the Government of the Russian Federation are awarded a state scholarship to graduate students throughout the entire period of study, regardless of academic success.

**VII. Provision of financial support for students**

1. To provide material support to those in need of full-time study at the expense of the federal budget appropriations, funds are allocated in the amount of 25% of the stipulated amount of the part of the scholarship fund intended for the payment of state academic scholarships to students and state social scholarships to students.

2. Students at the university are assigned other payments, benefits and compensation in accordance with applicable law.

3. The university has the right to establish at the expense of income from income-generating activities various types of material support for students.

4. The categories of students in need for financial support and the size of financial support are approved at the time of the scholarship commission of the University within the limits of the federal budget allocated for these purposes .

5. The provision of material support to students in need is carried out in the form of the appointment of material assistance.

6. Needy students applying for financial support submit to the dean’s office the following documents:

a) a personal application addressed to the rector of the university, filled out in the prescribed form;

b) relevant documents confirming the grounds for receiving material support.

7. When providing material support to needy students, the opinion of the student administration of the faculty (institute, college) and the Student League is taken into account .

Applications for those in need with the protocol of the scholarship commission (meeting) and submission for financial support no later than the 15th day of each month are sent for approval to the chairman of the Student League, and then to the scholarship commission U niversi theta ( AltSU College ) for the preparation of orders for the next month.

In affiliates, student applications are considered on the scholarship commission of the branch, taking into account the views of the student administration of the branch. The protocol of the scholarship commission of the branch is the basis for the preparation of orders for the next month.

In affiliates, students' applications are considered on the scholarship commission of the branch, taking into account the views of the student administration of the branch. The protocol of the scholarship commission of the branch is the basis for issuing an order on the appointment of material support to needy students of the branch.

8. Orders for the appointment of financial support to students in need are signed by the First Vice-Rector for Academic Affairs.

9. Material support can be assigned to those in need of full-time study at the expense of the federal budget allocations, up to two times per semester. In exceptional cases, it may be provided for the payment of material support more than two times per semester.

10. University Commission on Financial Support has the following members: Chairman (Chairman of the Scholarship Commission of the University), deputy chairman (deputy chairman of the scholarship committee of the University), secretary, chairman of the Students League, chairman of the Joint Council.

11. The Financial Support Commission has the right to verify the validity of applications and, if necessary, invite a student to a meeting of the Commission.

Based on the results of the meeting of the Commission, a protocol is drawn up on the basis of which an order is issued on the appointment of material support.

**VIII. Final provisions**

This regulation, amendments and additions to it are approved by the Academic Council of the University and put into effect by order of the rector.