**Information concerning opportunity of submitting documents in an electronic form**

***Application for admission FILE TO OPEN***

**To submit documents for enteringthe university in electronic form, you need:**

1. Download the Application **File** form from the Admissions page.

2. Print out and fill in the application form, sign it in the fields marked with *the signature of an applicant*. Scan and save the application signed in JPEG or PDF format (file name - *Application*).

3. Scan the original document of education (School leaving certificate (High school diploma) and (or) qualification (or its notarized copy), including the Academic Transcript with a statement of marks, save the color files in JPEG or PDF format as *Certificate1, Certificate 2*, etc. (in case of a Document on Vocational Secondary Education - *Diploma 1, Diploma 2*, etc.).

4. Scan the inside reveals of Passport of citizen of the Russian Federation with a photograph and with a residence permit/household registration, name the files as *PassportPhoto* and *Passport Registration*.

5. Scan other documents required for admission.

6. Send a letter to the email address **abiturient@pgusa.ru**,write your full name (Meaning of Signature) in the subject line. Attach the scanned documents to this-letter.

After receiving completed electronic documents package by the Admissions Office according to the applicable requirements, you will be listed into the Admissions database.

These documents are accepted if they are registered at the University no later than the deadline for accepting documents set by the Admissions Office regulations approved by Sholom-Aleichem Priamursky State University.

**If documents are sent to several fields of study, one package of documents is sent with the original application.**

Emails without attachments or incomplete information are not considered.

**Application Filling Procedure**

On page 1 of the application, one should enter a full name, passport details, an address of place of residence and a list of fields of study (majors) for compingas prioritized.

In the prioritytable of training fields (majors):

* • **Competition group** - what education the applicant had got before the applicant entered the university (selected from the list);
* • **Level of education** - the level of education which the applicant applies/ enters (selected from the list);
* • **Name of the field of study** (**specialty**) - the field of study or specialty chosen by the applicant is indicated;
* • **Participation in the competition** - selected from the list;
* • **Mode of study** - selected from the list.

On the second page of the application, one should fill in entrance examinations, information on the level of previous education, information on special rights, the requirements in a dormitory, etc.

On the third page, one should fill in the information on parents, individual achievements (selection from the list), information on the procedure for **returning** educational documents in original.

**Abbreviations:**

SGE - secondary general education (11 grades);

BGE - basic general education (9 grades);

HE - higher education;

VSE - vocational secondary education;

IVE - initial vocational education;

CSE - common state examination;

IETAU–individual exam tests adapted from university