

**Approved**

by the Order of the Ministry of  
Agriculture of Russian Federation  
May, 25, 2011 № 76-y

**STATUTE**  
**of the federal state budget educational**  
**institution of higher professional education**  
**«Krasnoyarsk state agrarian University»**

It is accepted at the Conference of scientific and pedagogical staff, representatives of other categories of employees and students of the University on November 19, 2010.

**Krasnoyarsk**  
**2011**

## 1. GENERAL PROVISIONS

- 1.1. The federal state budget educational institution of higher professional education «Krasnoyarsk state agrarian university», hereinafter referred to as " University", is established according to the resolution of USSR council of Ministers of April 29, 1952 № 2062 «About actions of help to the agro industrial complex of Krasnoyarsk region» and the Order of the Minister of the tertiary education of the USSR of May 17, 1952 № 799 «About the organization of agricultural institute in the city of Krasnoyarsk» as Krasnoyarsk agricultural institute, it is renamed by Orders: The state commission of USSR council of Ministers on the foodstuffs and purchases of January 11, 1991 № 5-k «About the establishing the state agrarian universities» - into Krasnoyarsk state agrarian University; Ministry of Agriculture and Food Production of Russia of March 17, 1997 № 118 «About the state agrarian University in Krasnoyarsk region» in the state educational institution Krasnoyarsk state agrarian University, registered in this quality by the Administration of the Central District of Krasnoyarsk on November 28, 1997. (The certificate on the state registration № 15828 Series 6-A), is included in the Uniform state register of legal entities by the Inspection of the Ministry of the Russian Federation on taxes and tax collections on the Central District of Krasnoyarsk of Krasnoyarsk region under the main state registration number 1022402651006 (The certificate on introducing the record in the Uniform state register of legal entities about the legal entity registered before July 1, 2002, of October 21, 2002 ,series 24 № 000842972), is renamed by the order of the Ministry of Agro industrial complex of the Russian Federation of March 12, 2002. № 232 «About federal state educational institution of higher professional education «Krasnoyarsk state agrarian University» in Krasnoyarsk region» into federal state educational institution of higher professional education «Krasnoyarsk state agrarian University», with the changes registered as federal state educational institution of higher professional education «Krasnoyarsk state agrarian University» under the state registration number 2022402651016 (The certificate on including the record in the

Uniform state register of legal entities about the state registration of the changes introduced in the constituent documents of legal entity, of October 21, 2002, series 24 № 000842973), with the changes registered under the main state number 2032402973271 (The certificate on including the state registration of the changes introduced in the constituent documents of legal entity, of November 10, 2003 , series 24 № 000967917), with the changes registered by the Inspection of Federal tax agency on the Central District of Krasnoyarsk of Krasnoyarsk region under the state registration number 2052466004303 (The certificate on including the record in the Uniform state register of legal entities about the state registration of the changes introduced in the constituent documents of legal entity, of January 20, 2005, series 24 № 000379962), with the changes registered by Interdistrict Inspection of Federal tax agency of № 23 across Krasnoyarsk region under the state registration number 2062466273990 (The certificate on including the record in the Uniform state register of legal entities about the state registration of the changes introduced in the constituent documents of legal entity, of December 25, 2006 , series 24 № 005591987), according to the Order of the Government of the Russian Federation of March 15, 2007 § № 287-r is reorganized by the order of the Ministry of Agro industrial complex of the Russian Federation of April 27, 2007. № 222 «About reorganization of FSEI of HPE «Krasnoyarsk state agrarian University» and federal state educational institutions» by joining to the University the federal state educational institutions of additional professional education for the specialists «Krasnoyarsk institute of retraining the personnel in agro industrial complex» and «The educational centre of training, retraining and upgrading the qualification of the personnel in the agro industrial complex in the Republic of Tyva» and is a legal successor of their rights and obligations; with the changes registered by Interdistrict Inspection of Federal tax agency of № 23 across Krasnoyarsk region under the state registration number 2082468042820 (The certificate on including the record in the Uniform state register of legal entities about the state registration of the changes introduced into the constituent documents of legal entity, of January 30, 2008 , series 24 № 004509163); it is renamed by the order of the Ministry of Agro industrial

complex of the Russian Federation of May 23, 2011 № 132 «About renaming FSEI of HPE and its branches» in federal state budget educational institution of higher professional education «Krasnoyarsk state agrarian University».

- 1.2. On the basis of Regulations about the Ministry of Agro industrial complex of the Russian Federation, confirmed by the Order of the Government of the Russian Federation of June 12, 2008 № 450, and the Order of the Government of the Russian Federation of July 22, 2006 № 1041-r the University is in the span of control of the Ministry of Agro industrial complex of the Russian Federation which is hereinafter referred to as «the Ministry of Agro industrial complex of Russia». The Ministry of Agro industrial complex of Russia performs powers of the constitutor of the University (further - the Constitutor) according to the Budget code of the Russian Federation performs the powers of the main manager of funds of the federal budget, among them the delivery to the University the subsidies for reimbursement of standard costs for fulfillment of the state task, gives the University the permission to open the personal account on recording the funds received from activity bringing the income, controls the target use of the funds of the federal budget, provides the reports, accomplishes the tasks on providing the state services.

Location of the Constitutor: 107139, Moscow, Orlikov lane, house 1/11.

- 1.3. State name of the University:  
the complete:  
in Russian – Федеральное государственное бюджетное образовательное учреждение высшего профессионального образования «Красноярский государственный аграрный университет»;  
in English - Federal state budget educational institution of higher professional education "Krasnoyarsk State Agrarian University";  
the abbreviation:  
in Russian - ФГБОУ ВПО КрасГАУ; in English – FSBEI of HPE KrasSAU.
- 1.4. Location of the University:  
660049, Krasnoyarsk region, Krasnoyarsk, Mira Avenue, 90. Postal address:  
Mira Avenue, 90, Krasnoyarsk, Krasnoyarsk region, 660049.
- 1.5. The University is legal entity and performs the activity according to the Constitution of Russian Federation, the Civil code of Russian Federation, the

Budget code of Russian Federation, the Tax code of Russian Federation, federal acts, acts of the President of Russian Federation, the Government of Russian Federation, federal enforcement authorities, other standard legal acts and the given Statute.

The University is federal budget institution, has personal accounts in the currency of Russian Federation for recording the operations with subsidies for reimbursement of standard costs for fulfillment of the state task, and also with funds from activity bringing the income and funds at the temporary disposal; accounts for recording the operations with subsidies for other purposes and budget investments; accounts for recording the operations with subsidies for execution of public obligations to individuals; other personal accounts opened in the established order in territorial bodies of Federal Treasury Council.

The University has the right to have accounts on recording the funds in the foreign currency, opened in the credit organizations, according to the legislation of Russian Federation, possesses the isolate property on the right of an operational administration, has the separate balance, a seal with the image of the State Emblem of Russian Federation with the full name, stamps, forms, own symbolics. The University could acquire and perform on its own behalf the property and personal non-property rights, bear responsibility, to sue and to be sued in the court.

1.6. The primary goals of the University are:

satisfaction of the person requirements in intellectual, cultural and moral development by means of receiving the higher and after graduation professional education, secondary professional education, and also an additional professional education;

satisfaction of the society and state requirements in the qualified specialists with the higher and secondary professional education, in scientific and pedagogical staff of the highest qualifications;

development of science and technics by means of scientific research conducted by scientific and pedagogical staff and students, use of the received results in the educational process and innovative activity;

training, retraining and upgrading the professional qualification of specialists and executives;

preserving and augmentation of moral, cultural and scientific values of the society; spread of knowledge among the population, increasing its educational and cultural level;

developing in the students the feeling of patriotism, love and respect for the people, national traditions and a spiritual heritage of Russia, careful attitude to the reputation of the University;

forming in the students civic stand, development of responsibility, independence and creative activity.

The educational tasks that result from humanistic character of education, priority of universal values, are implemented in the joint educational, scientific, production, public and other work of students and employees.

1.7. To execute the assigned tasks the University performs the following principal views of activity:

realization of the programs of secondary, higher and after graduation professional education, and also educational programs of additional professional education in the directions of training (specialties) established by the licence giving the right of educational activity realization, within the state tasks (estimated figures) on students enrolment according to federal state educational standards and other standard legal acts;

accomplishment of fundamental and applied scientific research, other scientific and technical works, experimental design works, experimental - technological works directed to the solution of actual problems, including the problems of education, use of the received results in educational process, development of schools of thought;

upgrading the qualification and retraining the specialists with the higher and secondary professional education, pedagogical staff, scientific staff and scientific-pedagogical staff of the highest qualification ;

training the scientific and scientific - pedagogical staff through postgraduate tuition , doctoral tuition , application for a degree without tuition at the post-graduate course;

activity on providing the accommodation for students in the hostels of the University;

activity on the maintenance and operation of a property complex, including objects of movable property and the real estate property, assigned to the University in the established order;

the organization of health services for the students and employees of the University, including carrying out the pre - medical aid and the health-resort treatment;

information support for structural divisions of the University, students and employees of the University, creation, development and application of information networks, databases, programs, and also training with the use of distant learning technologies;

rendering the services in the sphere of library science to the students and employees of the University;

providing the protection of the data constituting the state secret, and also protection of the students and employees of the University personal data;

fulfillment of the actions in the mobilization training and civil defense.

1.8. The University according to the legislation of the Russian Federation has the right to perform the following kinds of activity bringing the income:

rendering the educational services in the limits established by the licence for conducting educational activity, in addition to the state tasks financed by the federal budget (estimated figures) on enrolment of the students to the programs of primary, secondary, higher and after graduation professional education, programs of vocational training, retraining and upgrading the qualification;

rendering the paid additional educational services which are not included into the corresponding educational programs and federal state educational standards, among them programs at the preliminary departments, courses of study, and in the Centers of Pre - University training;

accomplishment of analytical, fundamental and applied scientific - research and experimental works according to the agreements with legal entities and (or) the individuals, that are not included in the scientific and technical programs financed at the expense of funds of the federal budget, creation of intellectual activity products, and realization of the rights to them;

carrying out the selection and seed-growing work in the sphere of plant growing and selection-breeding work in the sphere of animal industries;

providing the intellectual products (useful models, databases, inventions, computer software products, industrial patterns, selection achievements, topology of integrated microcircuits, know-how (know-how), exclusive privileges on which belong to the University;

sales of goods produced or acquired at the expense of funds, received from the activity bringing the income, directed on the providing the statutory activity, among them providing the educational process and scientific activity;

sales of agricultural produce, and the products of its processing produced by University at the expense of funds, received from the activity bringing the income; accomplishment of works on development of planned and high-rise film-making networks on the basis of geo information satellite systems of navigation for the recording the agricultural lands with linkage to the map of fields, conducting agrochemical monitoring of agricultural lands, processing of the navigating data, the control of re-location and a technical condition of machines and equipment, planning and recording the actual works in agro industrial complex; carrying out the land management, soil - agrochemical inspections, cadastral and estimate works, ecological research, veterinary and technical expert appraisals; designing, production and testing the experimental models of agricultural machinery, and also means of electrification and automation, conducting their maintenance and operation; carrying out testing of goods for voluntary certification in the order established by the legislation of the Russian Federation; realization of publishing and polytrophic activity (edition of the educational-methodical literature, collections of proceedings, materials of conferences, a large-circulating newspaper, printed forms, rendering the multiple copying services; production and sales of the audiovisual goods, educational programs, electronic textbooks, the information and other materials published and created at the expense of funds, received from activity bringing the income; rendering the services in the sphere of library science; rendering the services in the sphere of information - telecommunication systems, telematics services, services of data transmission; rendering the information and consulting services for legal entities and (or) individuals; elaboration of the development business projects for the organizations in the agro industrial complex; rendering the services in the field of a labor protection, including carrying out the certification of workplaces, training the employers and specialists in the sphere of labor protection; rendering the services in the expertise of projects, developments, programs,



scientific and educational-methodical literature;

the organization and conducting exhibitions, trade fairs, seminars, conferences, meetings, symposiums, cultural - mass and sporting events;

realization of the international cooperation in the directions corresponding to the University activity profile;

accomplishment of works with use of the data constituting secret, according to the licence;

production and realization of the technical equipment, furniture, stock;

rendering hotel, excursion, domestic, veterinary, utilities and services of public catering;

rendering the transport services and services in operation of load-lifting machines and mechanisms;

realization of maintenance service and repair of vehicles and agricultural machinery;

handing over scrap and waste of ferrous, nonferrous metals and other kinds of secondary raw materials;

rendering the tourist services on the basis of health-maintenance complexes of the University;

rendering of physical –training and health-maintenance services to the University employees, students and other people;

rendering the health services according to the licence to the people who are not students and employees of the University, including carrying out the pre - medical aid and the health-resort help;

realization of activity in the field of hydrometeorology;

granting of services of residing, using municipal and economic services in hostels, including hotel type, students and employees of the University;

organization and operation of car parks, stations of car service centre, points of hire, including sports stock;

rendering the transport services, transportation of the population and cargos own transport, car rent;

the organization and statement of theatrical and opera performances, concerts and other scenic performances, demonstration of films on the own and leased scenic

platforms;

activity of concert and theatrical halls, other spectacular-entertaining activity, and also activity on the organization of rest, entertainments, events;

realization of excursion and tourist activity on the basis of educational-scientific and sports complexes of the University, including the organization of profile schools, scout holiday camps, children's camps, labor camps, regional summer schools, rest houses;

providing the services connected with production of agricultural crops;

conducting the mixed agriculture activity (plant growing in combination with animal industries) according to the licence;

granting of services in a bookmark, handling and the maintenance of gardens, parks and other green plantings according to the licence;

providing the services in the field of animal industries;

hunting and breeding the wild animals, including providing the services in these areas ;

cultivation, sales of wild birds and poultry;

fishery, fish culture and rendering services in these areas;

rendering the services in land improvement, re-cultivation of lands, preserving and recovery of soil fertility ;

timber processing, production and sales of the technical equipment, furniture, stock;

rendering the services to agricultural commodity producers (all patterns of ownership) on studying the market conditions and sales of grain, including through intervention of grain;

carrying out the cartographical and geodetic activity;

forestry and services in this area: timber cuttings, activity of nursery forests, cultivation of seedlings, trees and bushes;

rendering the legal services, including carrying out the expertise and consultation;

rendering the veterinary services;

acquisition, production and sales of goods of public catering, activity of dining rooms, cafe;

training the drivers of all categories and tractor operators of all categories

according to the licence;

rendering the medical services, pre-medical, polyclinic activity (including, the first-aid, medical and sanitary aid, specialized medical aid);

realization of town-planning activity according to the certificate on the admission to works that influence the security of objects of the capital construction business;

fulfilling the functions of the customer - builder for the construction works according to the certificate;

fulfilling construction and repair - construction works according to the certificate, production of structures, metal items and other building materials;

providing the developments in the field of power savings and power saving technologies;

using in the advertising purposes of the state name, trade mark, reproductions of documents and the cultural values which are stored in the University, and also granting such right to other legal entities and individuals according to the legislation of Russian Federation.

The types of activity that demand according to the legislation of Russian Federation licensing, certification on the admission from self-regulatory organization or other allowing documentation, is performed only after reception corresponding licences, permissions or certificates on the admission to such types of activity.

The University has the right to perform activity bringing the income only if it serves to the achievement of goals for the sake of which it is created, and corresponding to these goals provided that such activity is specified in its constituent documents. The incomes received from such activity, and the property acquired due to these incomes come to the in the independent span of University control.

The University has no right to perform the types of activity that are not included into the given Statute.

- 1.9. The University has the right without the consent of the proprietor of its property with the notification of Ministry of education and science of Russia to be the constitutor (also together with other persons) of the business entity which activity consists in practical application (introduction) of results of intellectual activity (programs for electronic computers, databases, the inventions, useful models,

industrial patterns, selection achievements, topology of integrated microcircuits, know-how (know-how) exclusive privileges on which belong to the University. Thus the notification of a business entity setting-up should be directed by the University during seven days from the moment of introduction into the uniform state register of legal entities the record about the state registration of a business entity. Monetary assets, equipment and other property that is in the operational administration of the University, could be brought as the contribution to authorized capital of the business entities being set –up in the order established by the Civil code of Russian Federation.

The University as the contribution to the authorized capital of business entities gives the right of the use of results of intellectual activity (programs for electronic computers, databases, the inventions, useful models, industrial patterns, selection achievements, topology of integrated microcircuits, know-how (know-how), but exclusive privileges on them remain in the University. Thus the right on the use of the results of the intellectual activity as the contribution to authorized capital in the business entities cannot be given by these business entities to the third parties according to the agreement, or be transferred to the third parties on other bases if another is not provided by the federal act.

- 1.10. The University regarding the realization of educational programs (including development of requirements to the citizens enrolment, content of education and the organization of educational process, issue of documents on education, granting the rights, social guarantees and privileges for students and employees) is guided by Model Regulations about educational institutions of corresponding types and kinds and by the given Statute.
- 1.11. The University has the right to issue documents of the state pattern of the corresponding educational level and (or) qualifications to the graduates after receiving in the established order of the certificate on the state accreditation in corresponding directions of training (specialties).
- 1.12. The University performs publishing activity, release, distribution of textbooks and reading-books, educational and educational-methodical text-books, scientific, reference books, periodicals, and also the audiovisual goods, training

programs and the information materials connected with educational process, scientific and other activity, according to the legislation of Russian Federation and the given Statute.

- 1.13. The University performs the functions of the customer - builder, operation of objects of technological, educational, research purpose and infrastructure, production of the technical equipment, furniture and stock for the University according to the legislation of the Russian Federation.
- 1.14. The University performs elaboration and fulfillment of the events for protection of the state secret and the information with the limit access and protection from its leakage along technical and other channels according to the current legislation of Russian Federation.
- 1.15. The University in the order established by the legislation of Russian Federation, is responsible for documents safety (administrative, financial and economic, personnel and others), provides their transfer to the state storage according to the established list of documents.
- 1.16. The University according to the legislation of the Russian Federation and in the limits of its competence organizes events for mobilization training, civil defense, prevention and liquidation of emergency situations.
- 1.17. The University independently forms its structure, except for creation, reorganization, renaming and liquidation of branches.
- 1.18. The University structure includes the branches, representation offices, institutes, including scientific –research ones, faculties, departments, postgraduate and doctoral tuition , educational, scientific, information – analytical divisions, structural divisions of an additional professional education, out-of-class and educational work, pre-the University training, educational places for on-the-job training, library, publishing house, editions of magazines and newspapers of limited circulation, managements and other structural divisions performing educational, scientific, research, methodical, publishing, financial and economic, informing - analytical, production and other activity provided by the legislation of Russian Federation and the given Statute.

The University organizational structure also includes objects of the production and social infrastructure, among them a hostel, physical training and sport clubs, health-improving complex and other structural divisions.

- 1.19. Branches of the University are its isolated structural divisions located outside the University and perform independently all functions of a higher educational institution or a part of it.

Branches of the University are created, renamed and liquidated according to the legislation of Russian Federation.

The University independently approves the staff list in the branches, the plan of their financial and economic activity, distributes and informs the branches about volumes of subsidies for reimbursement of standard costs for fulfillment of the state task, volumes of subsidies for other purposes and budget investments, volumes of budgetary appropriations for fulfillment of public obligations to individuals, other volumes of financial provision.

The University has the following branches:

Achinsk branch of federal state budget educational institution of higher professional education «Krasnoyarsk state agrarian University» (Achinsk branch of FSBEI of HPE KrasSAU), location: 662150, Krasnoyarsk region, Achinsk, Communistic St., 49; it is set-up on the basis of the Order of the Ministry of agriculture and the foodstuffs of the Russian Federation of February 24, 1998 № 101 «About creation of the Achinsk branch of the State educational institution Krasnoyarsk state agrarian University in Krasnoyarsk region» as Achinsk branch of the state educational institution of Krasnoyarsk state agrarian University; it is renamed by the Order of the Ministry of Agriculture of the Russian Federation from November 13, 2007. № 567 «About renaming the branches of FSEI of HPE KrasGAU in Krasnoyarsk region and the Republic of Khakassia» in Achinsk branch of federal state educational institution of higher professional education «Krasnoyarsk state agrarian University»;

Khakass branch of federal state budget educational institution of higher professional education «Krasnoyarsk state agrarian University» (Khakass branch of FSBEI of HPE KrasSAU ), location: 662600, Republic of Khakassia, Abakan, Soviet St., 32; it is created on the basis of the Order of the Ministry of agriculture

and the foodstuffs of the Russian Federation of February 24, 1998 № 102 «About creation of the Khakass branch of the state educational institution of Krasnoyarsk state agrarian University in Krasnoyarsk region» as Khakass branch of the state educational institution of Krasnoyarsk state agrarian University; it renamed by the order of the Ministry of agriculture of the Russian Federation of November 13, 2007. № 567 «About renaming of branches of FSEI of HPE KrasGAU in Krasnoyarsk region and the Republic of Khakassia» in Khakass branch of federal state educational institution of the higher professional education «Krasnoyarsk state agrarian University».

1.20. Representation offices of the University are its isolated structural divisions located outside the University.

Representation offices of the University are created, renamed and liquidated according to the legislation of the Russian Federation.

Legal status and functions of representation offices are determined by the Regulations approved by the Academic council of the University.

The University has the following representations:

1) Minusinskiy representation office of federal state budget educational institution of higher professional education «Krasnoyarsk state agrarian University», postal address: Fevralskaya St., 9, Minusinsk, Krasnoyarsk region, 662500.

2) Kanskiy representation office of federal state budget educational institution of higher professional education «Krasnoyarsk state agrarian University», postal address: Zemledeliya St., 39 buildings 1,2,3, Kansk, Krasnoyarsk region, 662800.

3) Taymyrskiy representation office of federal state budget educational institution of higher professional education «Krasnoyarsk state agrarian University», postal address: Shchors St, 25, Dudinka, Krasnoyarsk region, 663210.

4) Shushenskiy representation office of federal state budget educational institution of higher professional education «Krasnoyarsk state agrarian University», postal address: Vokzalnaya St., 2, settlement Shushenskoye, Krasnoyarsk region, 662500.

5) Evenkiyskiy representation office of federal state budget educational institution of higher professional education «Krasnoyarsk state agrarian University», postal address: Shkolnaya St., 24a, settlement Tura, Evenkiyskiy autonomous area, Krasnoyarsk region, 648000.

6) Representation office of federal state budget educational institution of higher professional education «Krasnoyarsk state agrarian University» in the city of Zaozerniy, the Ribinsk district, Krasnoyarsk region, the postal address: Gagarin St., 23, the city of Zaozerniy, Krasnoyarsk region, 663961.

The University independently approves the staff list, the plan of financial and economic activity of representation offices, distributes and informs the representation offices about volumes of subsidies for reimbursement of standard costs for fulfillment of the state task, volumes of subsidies for other purposes and budget investments, volumes of budgetary appropriations for fulfillment of public obligations to individuals, other volumes of financial provision.

Representation offices do not perform independently educational, scientific, economic, social or other activities.

1.21. At the University the trade-union and public organizations the activity of which is regulated by their Regulations (Statutes) according to the legislation of the Russian Federation can function.

Creation and activity of political parties, public-political and religious movements and organizations at the University is not allowed.

1.22. The University has the right to create Councils of Trustees (Guardians), to enter and unite voluntary into the associations (unions) that are created and act according to the legislation of Russian Federation about non-profit organizations.

1.23. In the University system, public organizations and state - public association act according to the legislation of Russian Federation.

1.24. Interests of students in the University are represented by public organizations of the students. Mutual relations of the University and students public organizations are determined by the Statute of the University and the agreement between the University and students public organization.

1.25. The University Statute and changes and (or) additions to it are accepted at the



conference of teaching staff, scientific staff and also the representatives of other categories of employees and students of the University and are approved in the order established by the legislation of Russian Federation. The statute and (or) changes to it are subject to the registration in accordance with the legislation of Russian Federation.

The University creates the conditions for all employees and students to get acquainted with the acting Statute, suggestions about introduction of changes and (or) additions into it, and conditions for free discussion of these suggestions.

## **2. Enrolment of students**

- 2.1. The University realizes the right of citizens of Russian Federation to receive on a competitive basis the free of charge secondary professional education, higher professional and after graduation (in postgraduate and doctoral studies) professional education within the state educational standards if education of the given level is received for the first time.
- 2.2. Enrolment of students into the University is done according to the legislation of Russian Federation and the given Statute. The University independently elaborates and approves annual rules of enrolment in a part which does not contradict the legislation of Russian Federation and the order of enrolment, established by Ministry of education and science of Russia.
- 2.3. The University announces enrolment for training on the educational programs only if the licence for realization of educational activity on these educational programs is available.
- 2.4. While enrolling, the University is obliged to give possibility the applicants and (or) their parents (lawful representatives) to get acquainted with the given Statute, the licence giving the right to conduct educational activity, with the certificate on the state accreditation of the University on each of the directions of training (specialty), giving the right to issue the documents of the state pattern about the higher professional education and other documents regulating the organization of educational process.
- 2.5. The quantity of citizens enrolled to the first year of the University training at the expense of federal budget funds, and procedure of their enrolment are

determined within the state tasks (estimated figures) that are established annually by the Ministry of Agriculture of Russia.

- 2.6. The University has the right to allocate places according to the legislation of Russian Federation within the state tasks (estimated figures) for target enrolment of citizens according to the quota established by the Constitutor and on the basis of agreements with state structures, local governments in order to assist them in training specialists of a correspond profile, and to organize separate competition to fill in these places.
- 2.7. The University has the right to organize, according to the legislation of Russian Federation in the sphere of education, enrolment of citizens for training over the established state tasks (estimated figures) with payment of training costs by legal entities and (or) individuals in the volume agreed with the Constitutor on the basis of the agreement. But the total quantity of people trained at the University should not exceed the limiting number of students body established in the licence for conducting educational activity. Cost of training and the size of payment for rendering the educational services are established according to the legislation of Russian Federation.
- 2.8. Enrolment of students for training is done separately to the programs of bachelor degree, programs of training the specialist on the basis of citizens personal applications having secondary (complete) general education, secondary professional education or a primary professional education if the diploma has a record about receiving by the bearer of the secondary (complete) general education, and to the master degree programs the people having higher professional education, on a competitive basis according to the legislation of Russian Federation.  
Enrolment of students for training on programs of the secondary professional education is done on the bases of the personal applications of the citizens having the main general education, the secondary (complete) general education, a primary professional education if in the diploma there is the record about receiving by the bearer of the main general education or the secondary (complete) general education, on a competitive basis according to the legislation of Russian Federation.

Enrolment of the people having secondary professional education, for training on the reduced programs for a bachelor degree of a corresponding profile, and also the people having the higher professional education, for training on the programs of a bachelor degree and programs of specialist training is done judging from the results of introductory testing, the form and list of which is determined by the University. On the non-competitive basis, in case of successful introductory testing, the categories of citizens provided by the legislation of Russian Federation are enrolled.

2.9. The list of introductory testing taking into account a profile of training and terms of documents acceptance from applicants entering the 1<sup>st</sup> course of full-time training is established by Ministry of education and science of Russia.

The applicants have to pass the introductory testing in the Russian language.

2.10. To the first course of the University the people having the state approved document about secondary (complete) general education or secondary professional education, and also the state approved document about primary professional education if it has a record about receiving by the bearer of the secondary (complete) general education are enrolled.

2.11. To the subsequent courses the people having the state approved diploma about an incomplete higher professional education, the academic certificate of a prescribed form or the state approved document about the higher professional education are enrolled.

2.12. The people having secondary professional education of the corresponding profile are enrolled for training at the bachelor degree programs including for training at the reduced programs.

2.13. To conduct the introductory testing and enrolment, the University creates the Entrance commission, Subject examination commission, Attestation and Appellation commissions, the order of their formation, membership, and their authority are regulated by the corresponding Regulations that are approved by the Rector of the University.

2.14. The Chairman of the Entrance commission of the University is the Rector.

- 2.15. The Responsible Secretary that is appointed by the Rector of the University organizes the work of the Entrance commission, clerical work, and also personal reception of applicants and their parents.
- 2.16. The University prepares personal document file for every student in the established order.

### **3. Education activity of the University**

- 3.1. General requirements to the organization of education process at the University on educational programs of various levels are established by the legislation of Russian Federation in the sphere of education.
- 3.2. Teaching at the University is done in the Russian language. Separate programs according to the decision of the Academic council of the University could partially or completely be given in foreign languages.
- 3.3. The University implements according to the licence various professional educational programs that differ in terms and levels of specialists training; these are the ones of primary, secondary and higher professional education, after graduation professional education, the programs of an additional professional education, the programs of vocational training and retraining of specialists in the full-time tuition , in the full-time-extramural(evening) tuition , in the extramural forms of tuition , in the form of external tuition which differ in the volume of obligatory classes that the teaching staff conducts with the students.  
The combination of various forms of the education receiving is admitted.
- 3.4. Programs for bachelors, specialists and masters training that are realized in the University according to the directions of training (specialties) of the higher professional education, are the main educational programs of the higher professional education.
- 3.5. Educational programs are realized at the University according to the corresponding educational levels or continuously, taking into account their interrelations.
- 3.6. Standard term of the educational program mastering for the higher and after graduation professional education at a full-time course of study is established

by the corresponding federal state educational standard.

Terms of training at the full-time-extramural (evening) training, at the extramural forms of training, and also in the case of combination of different forms of training while realizing bachelor or specialist programs they can be prolonged for one year, as for the master course - it can be prolonged for 5 months in comparison with the full-time tuition on the basis of the University Academic council decision.

By the decision of the Academic council of the University, term of training at University of the people having secondary professional education of the corresponding profile or the higher professional education of various levels, and also of the people capable of mastering the main educational program of a professional education of a bachelor degree in full for shorter term could be reduced. A condition of mastering by the specified persons of the main educational programs of a professional education in the reduced terms is determined by Ministry of education and science of Russia.

- 3.7. The University renders paid educational services in the order specified by the legislation of Russian Federation and the given Statute.
- 3.8. The organization of educational process at the University on the main educational programs of higher professional education is regulated by the working curriculum in a direction of training (specialty) and the timetable of tuition for each form of tuition .

The main educational program include the curriculum, working programs of training courses, subjects, disciplines (modules) and other materials providing quality of students training, and also the program of an educational and practical training , the calendar educational schedule and the methodical materials providing realization of the corresponding educational technology that is elaborated and approved by the University independently taking into account requirements of the labor market on the basis of the federal state educational standard of the higher professional education, the model educational programs that are elaborated by Ministry of education and science of Russia. Thus model educational programs have recommendatory character.

The main educational programs of the higher professional education could be elaborated and implemented jointly by several higher educational institutions, including foreign, in the order established by Ministry of education and science of Russia.

The University annually renews the main educational programs (regarding the structure of disciplines (modules) established by the University in the Curriculum, and (or) the contents of working programs for courses of tuition, subjects, disciplines (modules), programs of an educational and practical training, the methodical materials providing realization of the corresponding educational technology) taking into account development of science, technics, culture, economy, technologies and social sphere.

- 3.9. Academic year at the University for the full-time students and students of full-time-extramural forms begins on September, the 1st, and comes to an end according to the working curriculum of the definite direction of training (specialty).

The Academic council of the University has the right to transfer the term of the academic year beginning, but not more than for two months.

For the full-time students and students of full-time-extramural (evening) form of studies the vacations in a school year are established for the term of at least seven weeks, among them not less than two weeks must be given during the winter period.

Terms of the beginning and the termination of the academic year for students of the extramural form of tuition is established by the working curriculum.

- 3.10. Tuition at the University is conducted in the following kinds: lectures; consultations, seminars; practical training; laboratory, control, independent works; colloquiums; videoconferences; education and research work of students; practice (educational, practical, including pre-degree); course project (course paper); final qualifying work (degree project or work, attestation work, master thesis); other kinds of tuition, including with the use of information - communication technologies.

For all kinds of class-room studies the academic hour is established with the duration of 45 minutes. One class includes, as a rule, two academic hours. The

break between classes is not less than ten minutes.

The educational and practical training (including pre - degree), provided by the federal state educational standards of higher professional education, is conducted on the basis of the agreements between the University and the organizations irrespective of their organization-legal forms, and also in the experimental-training divisions of the University.

3.11. The University creates necessary conditions to students for mastering the professional educational programs of the determined level and orientation by means of the purposeful organization of the educational process, choice of forms, methods and learning tools, use of distance learning training. The use and conducting of anti- humanistic, life-and-health-threatening methods of training are forbidden.

3.12. The University estimates the quality of educational program mastering by realization of the progress current control, intermediate student attestation at the University, final state attestation of graduates, and also other forms of the progress control, according to the Regulations approved by the Academic council of the University.

3.13. In the course of training the students progress (knowledge, abilities , skills) is assessed at the examinations with the marks "excellent", "good", "satisfactory" and "unsatisfactory".

For disciplines and kinds of work, in which the form of the final or intermediate control is credit, the marks of "pass" and «not pass» are established.

Progress of students (knowledge, abilities, skills) in the period between examinations and credits is determined by means of various forms of the current control, including the form of testing.

For quality assurance of educational programs mastering by students and their knowledge, the point-rating system can be used at the University or in the separate educational divisions.

The students who are trained at the University on the programs of higher professional education, while having intermediate attestation are to have not more than 10 examinations and 12 credits within the academic year. The

specified number does not include examinations and credits in physical training and optional courses.

The students, who are trained in the reduced terms and in the form of external studies, while having intermediate attestation, are to have not more than 20 examinations within the academic year.

- 3.14. The maximum volume of the academic load on a student cannot be more than 54 class periods a week, including all kinds of class-room and out-of-class academic load connected with mastering the main educational program and optional courses.

The maximum volume of class-room academic load per week while mastering the main educational program in the full-time tuition is established by the federal state educational standard in the definite direction of training (specialty) of the higher professional education.

The maximum volume of class-room academic load per week while mastering the main educational program in full-time - extramural (evening) form cannot be more than 16 class periods.

The maximum volume of class-room academic load per year while mastering the main educational program in the extramural form cannot be more than 200 class periods.

- 3.15. Transfer of students from one year of tuition to another, transfer for training in another specialty (direction), transfer of students from the other higher educational institutions and re-enrollment of the students who have earlier been trained at the University, is done according to the local acts of the University.

- 3.16. The student of the University has the right to transfer from training on a paid basis to training on a free of charge basis according to the decision of the Rector in the order established by the corresponding local acts of the University.

- 3.17. The student of the University can have the academic vacation according to medical indications and in other exceptional cases in the order established by the Ministry of education and science of Russia.



3.18. The student has the right to re-enroll at the University in the five year period after being expelled from it according to the reasonable excuse with preserving that basis of training (free or paid) according to which he has been trained before being expelled, if vacant places are available.

Re-enrollment of the student expelled according to the unreasonable excuse, is done by the Rector with the representation of the faculty dean in the period of five years after being expelled on the paid basis of training if vacant places are available, as a rule, in the beginning of the academic year.

3.19. Final attestation of the University graduate is obligatory and is conducted after mastering the educational program in full.

Final attestation of the University graduate is done by the State Attestation Council in the order established by the legislation of Russian Federation.

3.20. The University gives out the state approved document of the corresponding educational level and (or) qualification to the people who have passed the state (final) attestation.

3.21. The degree with distinction is given to the graduate of the University on the basis of the marks brought into the appendix to the diploma, including marks in disciplines, term papers, practices and the state final attestation.

To get the diploma with distinction the graduate of the University should have at the state (final) attestation only marks "excellent". Thus marks "excellent", including marks at the state final attestation, should constitute not less than

75 %, other marks should be "good".

3.22. After passing final attestation the student can have vacations if he submits his personal application about it in the limits of the period of the main educational program mastering after which he must be expelled from the University. The graduate of the University is considered to be the person who has finished training on the basis of the Rector's order about expulsion.

3.23. The person who has not finished the main educational program of the higher professional education mastering, and also the student who is studying at the University, can apply for the academic certificate about incomplete tertiary

education of the state approved form according to the legislation of Russian Federation.

- 3.24. The graduate of the University and the student leaving the University before the termination of the University studies, the document about his education on the basis of which he has been enrolled is given back. The verified copy of the document is left in a private document file. All the other documents (extracts from the orders about transfer, graduation or leaving the University, the record book, the student's card, etc.) are left for storage in a private document file.

#### **4. Scientific activity of the University**

- 4.1. The primary goals of the University in the field of scientific activity is fulfillment of fundamental and applied scientific research, experimental developments, use of the advanced scientific achievements and technologies in training, realization of innovative projects on the basis of the results of applied research, increase of the level of student professional training, training the scientific and pedagogical staff of the highest qualification.
- 4.2. Scientific activity of University is organized on the following principles:  
forming, preserving and developing the scientific schools of thought in the University; providing the organic links between scientific research and educational process;  
support and stimulation of fundamental, applied research and experimental-construction works in the priority directions of science development ;  
forming and fulfilling together with other higher educational institutions, regional and federal bodies, the scientific organizations, the state academies of sciences of the scientific programs in the directions providing effective social and economic development of the country;
- 4.3. The University conducts fundamental, applied, methodological, methodical and other scientific research that is an integral part of specialists training at different education levels, including after graduation training.

- 4.4. In the field of scientific activity the University:
- elaborates perspective directions of scientific research, and also annual thematic plans of scientific work;
  - provides fulfillment of the research work plans, necessary theoretical level, quality and practical orientation of the conducted research;
  - takes an active part in competitions of projects, grants that are conducted within the framework of the government, municipal and commercial program realization and corresponding funds activity;
  - creates temporary creative groups (consisting of permanent staff members, students, post-graduate students etc.), including the groups with attraction of other legal entities and individuals on the basis of civil-law agreements according to the current legislation;
  - provides integration of scientific and educational activity;
  - assists in providing necessary scientific and methodical help to the federal executive authorities, state authorities of the subjects of Russian Federation, to bodies of municipal management, the organizations of all types of ownership in practical application by these organization of research results and developments received by the University ;
  - carries out the orders for scientific research and developments for legal entities and individuals on the basis of civil-law agreements;
  - distributes the advanced achievements of science and organizes publication of proceedings, monographic books, scientific periodicals, including those that contain results of the University scientific activity ;
  - supports and developed the research, information and material base.
- 4.5 The rights of the University to objects of intellectual property are regulated according to the legislation of Russian Federation.
- 4.6. Financial provision of scientific activity is done at the expense of funds of the federal budget, off-budget sources, grants and others permitted by the legislation of Russian Federation sources.
- 4.7. The assessment of scientific and (or) scientific and technical activity of the

University and also its interrelation with educational process is done by Federal agency of supervision in the sphere of education and science.

Results of the assessment of the scientific and (or) scientific and technical activity of the University constitutes a part of the general assessment in the process of state accreditation and these results are the main fundamentals for the establishing( approving) type of higher educational institution by Federal Agency of supervision in the sphere of education and science.

## **5. Management of the University**

- 5.1. The University possesses the autonomy and is responsible for the activity before every student, the society and the state. The autonomy of the University means its independence that is necessary for the effective decision-making in recruiting and positioning the staff, realization of educational, scientific, financial and economic and other activities, according to the legislation of Russian Federation and the given Statute.
- 5.2. Management of the University is done according to the legislation of Russian Federation, the given Statute and the agreement concluded by the University with the Ministry of Agriculture of Russia, on the principles of combining the individual authority and collegiality.
- 5.3. Relations between the University and the Constitutor are regulated by the legislation of Russian Federation and the given Statute.
- 5.4. The Statute of the University, changes and (or) additions to it are accepted by the conference of scientific and pedagogical staff, representatives of other categories of employees and students of the University (further - Conference) and are approved by the Constitutor.

The University creates conditions to all employees and students for getting acquainted with the given Statute, offers about its change being introduced or additions, and for having free discussion of these offers.

The Statute of the University, changes and (or) additions to it are subject to the registration in the order established by the legislation of Russian Federation.

- 5.5. The order of delegate election to the Conference, the agenda, the date of the Conference conducting is determined by the Academic council of the University. Thus members of the Academic council of the University should constitute not more than 50 (fifty) percent of the total number of the delegates.
- The Conference is considered to be authorized if in its work took part not less than two thirds of delegates personal list. The decision of conference is considered to be accepted, if more than 50 percent of the delegates who are present at the Conference voted for its acceptance.
- 5.6. Conference:
- accepts the Statute of the University, changes and (or) additions to it;
  - elects the Rector of the University;
  - elects the members of the Academic council of the University;
  - elects representatives of the working body of the University in the commission on labor disputes;
  - accepts the collective agreement;
  - considers other matters that refer to the conference competence according to the standard legal acts and the given Statute.
- 5.7. The general management of the University is done by the elected representative body- the Academic council of the University.
- 5.8. The Academic council of the University includes: The rector who is its Chairman, vice-rectors, the president and, according to the decision of the Academic council of the University, deans of faculties (directors of institutes having the rights of the faculties). Other members of the Academic council of the University are elected at the Conference by confidential vote.
- The quantity of members of the University Academic council is determined by the decision of the Conference.
- The order of nominations, electoral quotients from structural divisions of the University and students and activity of the Academic council of the University is established by the acting Academic council of the University.
- The membership in the Academic council of the University is approved by the

Rector's order. In case of dismissal (expulsion) from the University of a member of the Academic council of the University, he automatically retires from the Academic council of the University.

The conference can delegate the right to elect new members instead of the retired to the Academic council of the University in the term of its activity.

- 5.9. The term of the Academic council of the University authority is 5 (five) years. Two months prior to the expiry of the Academic council of the University authority term the Rector declares elections of the new Academic council of the University. Elections are conducted before the expiry of the authority term of the former Academic council of the University.

Early elections of the members of the Academic council of the University are conducted on the request of not less than half of its members.

- 5.10 Regulation about the Academic council of the University is approved by the acting Academic council of the University.

- 5.11 Academic council of the University:

makes the decisions about convocation and conducting the Conference; determines the procedure of the conference delegates elections; determines the nomination procedure to the Academic council of the University elections and electoral quotients of the structural divisions in the Academic council of the University;

makes decisions about direct (without election) including into the Academic council of the University the faculty deans (directors of institutes as faculties);

considers the project of the University Statute, and also changes introduced to the Statute and (or) additions;

provides the general supervision of the observance by the University of the legislation of Russian Federation and the given Statute; determines terms and procedures of the University Rector elections; determines the order of candidates to the position of the University Rector nominations and requirements to them;

annually hears and approves the report of the Rector, including the inflow of

the funds and their expenditure ;

considers the main matters of the University economic and social development;

considered matters about the use of the federal budget funds and the main directions of the off-budget financial resources distribution;

solves the matters of the educational, teaching-methodical, research and information - analytical work, professional training, realization of international contacts of the University, makes decisions concerning the organization of educational process, including terms of training according to requirements of federal state educational standards, approves the order of research work plan formation;

applies for the conferment of the titles such as "senior lecturer", "professor", and also "corresponding member" and "academician" to employees of the University in the established order;

represents the University employees to the honorable titles, awards, bonuses;

selects deans of the faculties (directors of the institutes as faculties), heads of the departments in the order established by the Statute;

holds the competition among applicants for the positions of professors, senior lecturers in the order established by the acting standard legal acts;

approves the Regulation of the students enrolment to the University for the next school year;

makes decisions about new direction(specialties) of training opening, their licensing and accreditation;

makes decisions about creation of the structural divisions as a part of the University;

considers the Regulations about structural divisions of University;

makes decisions about reducing the terms of training for separate persons in the cases provided by the Statute;

makes decisions about increase in terms of training in the cases provided by the Statute;

makes decisions about giving the recommendations for the leave providing if it is necessary to complete the thesis for a scientific degree of the candidate of science or the doctor of science;

approves the Regulations about grants, establishes the sizes of grants to students, post-graduate students and Doctor-degree students;

applies for appointment of grants of the President of the Russian Federation, the Government of the Russian Federation, etc.;

approves the appointment of nominal grants to students and post-graduate students of the University;

makes decisions about the creation of elected representative bodies - Academic councils ( councils) in the structural divisions;

determines the order of creation and activity, structure and authorities of the Academic councils ( councils) in the structural divisions;

applies for the award with the honorable titles of the Russian Federation, with the state and branch awards and bonuses; the awards with the honorable titles of the University;

makes decisions about organization (including together with other persons) the economic entities, the activity of which consists in practical application (introduction) of the intellectual activity results (programs for electronic computers, databases, the inventions, useful models, industrial models, topology of integrated microcircuits, know-how (know-how)), exclusive rights to which belong to the University;

considers the matters of the Trustee Councils of the University;

executes other powers provided by the legislation of Russian Federation and the University Statute, the Regulation about the Academic council of the University.

5.12. Decisions of the Academic council of the University are signed by the Rector as its Chairman, and also by the scientific secretary of this council.

At the sessions of the Academic council of the University representatives of the Ministry of Agriculture of Russia, employees and students that are not members



of the Academic council of the University can be present and take part in the discussion of the matters being discussed.

- 5.13. Decisions of the Academic council of the University are competent if not less than two thirds of its members took part in the meeting. The decision is considered to be accepted, if more than fifty percent of its members being present voted for it.
- 5.14. Decisions of the Academic council following the results of competition to the positions of scientific and pedagogical staff, elections of deans of faculties (directors of institutes as faculties), heads of departments and on submissions to the academic titles are accepted by secret vote. Other decisions are accepted by open vote.
- 5.15. Decisions of the Academic council of the University are registered by protocols and come into force from the date of their acceptance if another is not established by the decision of the Academic council.
- 5.16. Decisions of the Academic council of the University on the matters relating to its competence are obligatory for performance by all employees and students of the University.
- 5.17. Meetings of the Academic council of the University are, as a rule, carried out according to the plan of work for the academic year. The plan of work for the next academic year is considered by the Academic council of the University at the end of the current academic year and is approved by the Rector.
- 5.18. Trustee and other councils on various directions of activity can be created at the University. The order of these councils creation, structure, powers and other matters of the council activity are defined by the Regulations approved by the Academic council of the University.
- 5.19. Direct management of the University is carried out by the Rector.
- 5.20. Terms and procedure of the University Rector elections, the order of candidates to this position nomination, and the requirement are defined by the Academic council of the University. The order of candidates to the position of Rector

nomination should provide self-nomination.

5.21. Candidates to the position of the Rector of University are nominated from among highly skilled scientific and pedagogical staff or specialists having a scientific degree and (or) an academic title, and are submitted for consideration by the Attestation Commission of the Ministry of Agriculture of Russia. The Regulation about the Attestation Commission and its structure is approved by the Ministry of Agriculture of Russia.

5.22. The date of the Conference on elections of the Rector holding is coordinated with the Ministry of Agriculture of Russia

5.23. The Rector, on the basis of « The Regulation about elections of the Rector», approved by the Academic council of the University, is elected by the Conference in the presence of quorum (not less than two thirds of the number of the elected delegates) from among the candidates coordinated with the Attestation Commission of the Ministry of Agriculture of Russia, by secret vote for the period up to 5 (five) years and is considered the elected if he received more than fifty percent of votes of the Conference delegates being present.

If no one of applicants receives the necessary quantity of votes, the Conference organizes voting for the second time on the same day without interruption for two candidates who have got the maximum number of votes in the first round of vote. The elected candidate is the one who received a majority of votes in the second round.

After the election the Rector signs the labor agreement for the term of 5 (five) years with the Ministry of Agriculture of Russia.

Repeated elections of the Rector are carried out in case of infringement of the Rector election procedure that is established by the legislation of Russian Federation and by the Statute of the University or in case of recognition of Rector's elections cancelled or void

5.24. The rights and duties of the Rector, and also reasons for cancellation of the labor contract are regulated by the fixed term labor agreement concluded with the Rector by the Ministry of Agriculture of Russia for the term up to 5 (five)

years according to the legislation of Russian Federation.

- 5.25. The position of Rector of the University is replaced by the person aged up to 65 independently of the period of labor agreement validity.

On representation of the Academic council the Constitutor of the University can prolong the term of Rector's stay in the position up to the age of 70 if another is not provided by the federal law.

- 5.26. Combination of the Rector's position with any other paid executive positions (except for the scientific and scientific and methodical management) in or out of the University is not allowed. The Rector cannot combine his duties with second employment.

- 5.27. Change and cancellation of the fixed term labor agreement with the Rector is carried out in the order established by the labor legislation of Russian Federation.

- 5.28. In case of vacant Rector's position the fulfillment of Rector's duties is assigned to the person defined by the Order of the Ministry of Agriculture of Russia.

- 5.29. The Rector acts under laws and other legal regulations of Russian Federation, the given Statute and the fixed term labor agreement on behalf of the University without the power of attorney, diligently and reasonably represents its interests on the territory of Russian Federation and abroad.

The Rector affects principles of one-man management and is responsible for consequences of the actions according to the federal laws, other regulatory legal acts of Russian Federation, the given Statute and the fixed term labor agreement concluded with him.

- 5.30. The Rector makes decisions about all matters of the University activity, except for the ones referred to the competence of the Conference and Academic council of the University, and fulfills the following functions:

disposes of the University property in the order established by the legislation of Russian Federation, signs civil-law contracts, issues powers of attorney, opens the university accounts in the territorial bodies of Federal Treasury Office on the recording funds of the federal budget and funds received from the activity

bringing in the income, in currency of Russian Federation, currency accounts — in the institutions of Bank of Russia or the credit organizations according to the currency legislation of Russian Federation;

issues within his authorities local acts (orders and regulations) and gives instructions, obligatory for execution by all employees and students of the University;

defines University structure, approves the staffing list of the University, carries out hiring and dismissal of employees, concludes with them labor agreements as a result of elections to a position, competitive selection for the replacement of the corresponding position, appointment to the position or the approval in the position and in other cases provided by the legislation of Russian Federation, changes, supplements and terminates labor agreements with employees, defines their rights, duties and responsibilities;

bears personal responsibility for the organization of works and creation of conditions for the protection of state secret, for violations of the restrictions established by the legislation on acquaintance with the data being the state secret;

approves rules of the internal labor schedule taking into account opinion of the trade-union committee and employees;

defines the span of control, duties and responsibilities of the University heads of divisions;

applies disciplinary punishments to all employees and students at the University and (or) actions of disciplinary influence to the students, established by the local acts of the University;

signs on behalf of the University the collective agreement;

annually reports to the Academic council of the University about educational, scientific and financial activity of the University;

makes the decisions concerning the main matters of the international and foreign economic activity of the University;

approves the Regulations about divisions of the University and other local acts

which do not contradict to the legislation of Russian Federation and the given Statute;

carries out other functions on the organization and ensures the activity of the University according to the concluded labor agreement.

5.31. According to the requirements of the legislation of Russian Federation, the Statute of the University, the contract between University and the Ministry of Agriculture of Russia, Rector is responsible for:

use of budgetary funds and funds received from the University activity bringing in the income, in the order established by the legislation of Russian Federation, the University Statute;

implementation by the University of conditions of the educational activity provided by the license of the University, observance of the established federal state educational standards, education quality of the University graduates;

payments of grants, salary, extra charges and other payments to employees and students of the University in time;

preservation and use of the property transferred by the Ministry of Agriculture of Russia into operational management of the University, in the order established by the legislation of Russian Federation;

providing contract signing for works and services rendering for the state needs according to the legislation of Russian Federation, approved by federal programs, and implementation of University contract obligations;

fulfillment of contract conditions of the University concluded with employees based on the collective agreement;

providing the University with qualified scientific-pedagogical staff, technicians, and supporting-teaching staff and other personnel;

observance of the legislation of Russian Federation during financial and economic activity of the University;

organization of works and creation of conditions to protect the state secret, for violations of the restrictions established by the legislation on acquaintance with the data having the state secret;

ensuring observance of rules of labor protection and requirements for protection of health of the University employees, and also implementation of ecological requirements of the legislation of Russian Federation;

providing fulfillment of requirements for civil defense.

5.32. Distribution of duties between Vice Rectors and other executives is established by the order of the Rector of the University that is brought to the notice of all University staff.

5.33. Vice Rectors are employed according to the fixed term labor agreement which termination date coincides with the termination date of the Rector of the University authorities. The number of Vice Rectors and distribution of duties among them are established by the Rector of the University.

5.34. Positions of Vice Rectors, directors of the University branches are replaced by the people whose age is not more than sixty five irrespectively of the time of t labor agreements conclusion. The people, who are occupying specified positions and having the age of sixty five, are transferred to other positions corresponding to their qualification on the basis of their written consent.

On the basis of the Academic council submission, Rector of the University has the right to prolong the term of Vice-Rector, the director of branch stay in a position, before achievement by them the age of seventy.

5.35. If the University as a whole is deprived of the state accreditation, the Rector and Vice Rectors who are responsible within their competence for quality of graduates training are dismissed by the Ministry of Agriculture of Russia from their positions. Elections of the Rector in this case are not allowed, and he is employed by the Ministry of Agriculture of Russia according to the labor agreement for the term which does not exceed 5 (five) years. The operating Academic council of the University stops the authorities, and the Ministry of Agriculture of Russia on the representation of the Rector approves the new membership of the Academic council.

After the renewal of the University state accreditation but not earlier than in 1 year from the date of deprivation of its state accreditation, the University elects

the Academic council in the order established by the legislation of Russian Federation

5.36. At the University the position of the President of the University can be established according to the decision of the Academic council coordinated with the Ministry of Agriculture of Russia. The person replacing the position of the President of the University should have experience as the Rector of the University. Combination of the positions of Rector and President of the University is not allowed.

The candidate for the President of the University position is introduced to the Academic council of the University by the Ministry of Agriculture of Russia. The President of the University is elected at the meeting of the Academic council of the University by secret vote by a simple majority of votes. The elected President is confirmed to the position by the Order of the Ministry of Agriculture of Russia and the fixed term labor agreement for the term up to 5 (five) years is concluded . The termination of the labor agreement with the President of the University is carried out on the grounds established by the labor legislation of Russian Federation, including such grounds as the termination of the labor agreement with the head of the organization.

The President of the University in coordination with the Rector of the University carries out the following powers:

participates in the activity of the Trustees council and other self-government institutions of the University;

participates in the elaboration of the University development concept;

represents University in the relations with the state authorities, local governments, public and other organizations;

participates in the solution of issues of University educational, scientific, educational, organizational and administrative activity perfection.

5.37. The faculty (institute as a faculty) is headed by the dean (the director of the institute as a faculty), elected by the Academic council of the University for the term up to five years according to the Regulation about the faculty (institute as

a faculty) according to the recommendation of an Academic council of the faculty (institute as a faculty) by secret vote from among the most qualified and authoritative employees of the University having a scientific degree or an academic title, an experience of scientific or scientific and pedagogical work not less than 5 years.

Nomination of candidates for a position of the dean (the director of the institute as a faculty) is carried out by the departments and other structural divisions of the faculty (the institute as a faculty). The nomination procedure (the director of the institute as a faculty) is defined by the Regulation about the faculty (the institute as a faculty).

The fixed term labor agreement is signed with the elected dean of the faculty (the director of the institute as a faculty)

The dean (the director of the institute as a faculty) organizes faculty work (the institute as a faculty) on fulfillment of tasks in the field of educational and scientific processes, methodical support, educational work of students, and staff policy of the faculty (the institute as a faculty). Within his/her competence he/she publishes orders, obligatory for employees and students of the faculty (the institute as a faculty).

The dean (the director of the institute as a faculty) is personally responsible for the results of the faculty (the institute as a faculty) activity.

- 5.38. The department is led by the head elected by the Academic council of the University for the term up to five years according to the Regulation about the department on the recommendation of the department by secret vote among the most qualified specialists of the corresponding profile, having, as a rule, a scientific degree and an academic title, an experience of scientific and pedagogical work or work in the organizations in the direction of the professional activity which is related to the activity of the department, not less than 5 years.

With the elected head of the department the fixed term labor agreement is concluded. The order of elections of the head of the department is defined by the local act of the University approved by the Rector.



The head of the department is personally responsible for the level and results of scientific - educational and methodical work of the department.

5.39. The University branches (further - Branch) fulfill constantly all functions of a higher educational institution or part of it.

Direct management of the Branch activity is carried out by the director acting on the basis of the power of attorney, given by the Rector of the University. The director of Branch is appointed and dismissed by the Order of the Rector of the University.

5.40. Participation of students in the University activity management is provided by the possibility to be elected as a member of the Academic council of the University, Academic councils of the faculties (institutes as faculties), councils of Branches, public organizations of students.

5.41. In the structural subdivisions of the University there can be created elective representative bodies — Academic councils (councils) according to the decision of the Academic council.

The order of organizing, activity, structure and powers of Academic council (council) of structural subdivision are defined by the Academic council of the University.

## **6. Students and employees of the University**

6.1. The students of the University are students, postgraduate students, doctorate students, candidates (applicants), listeners and other categories of people in accordance with the legislation of Russian Federation.

A student is a person enrolled by the order of the Rector for training on the educational program of the higher or secondary professional education in accordance with the established procedure.

A postgraduate student is a person who has higher professional education, is trained in the postgraduate course and writes the thesis for an academic degree of

the candidate of science.

A doctorate student is a person who has an academic degree of the candidate of science and is enrolled to the doctorate program for writing the thesis for an academic degree of doctor of science.

Listeners of the University are people who are trained:

at the pre-university training departments on a paid basis;

at the structural divisions of upgrading the qualification and specialist retraining;

in the given or other higher educational institution if they receive second higher education at the same time.

Enrollment of persons to the status of listeners for receiving higher education is implemented on the basis of Rector's order. For the persons enrolled for two main educational programs simultaneously in one or in the different higher educational institutions, the conditions of attending classes, having practical training and attestation are established in the enrolment order.

The legal status of listeners concerning receiving educational services corresponds to the status of the student according to the forms of education.

6.2. The student receives the higher (secondary) professional education in the chosen direction of training (specialty) within the corresponding federal state educational standard by means of mastering the appropriate educational program of the highest (secondary) professional education.

6.3. Students of the University have the right:

to get education according to the requirements of federal state educational standards;

for social benefits according to the current legislation;

to participate in the formation of the education content under condition of

requirements of federal state educational standards of higher professional education observance regarding disciplines of the University component and optional courses within the budgetary financing. The specified right can be limited by the terms of signed contract between the student of the University and individuals or legal entity rendering him/her assistance in getting education and further employment;

to master in addition to the academic subjects in the selected directions of training (specialties) any other academic subjects taught at the University, on the terms of coordination with the heads of the relevant educational subdivisions of the University, and also academic subjects taught in other educational institutions (in coordination between their heads) on the terms of full compensation of costs by the student;

to participate in the discussion and solving the major matters of the University activity, including by means of public organizations and University authorities;

to use library, data base, services of educational, scientific, medical, sports and other divisions of the University in the order defined by their Regulations;

to participate in organizing and holding cultural, sports and health-improving events and in the other educational actions;

to participate in all types of scientific–research activity, conferences, symposia, to represent his/her works for publishing, including University editions;

to choose optional (not obligatory for the specific direction of training (specialty) and elective (obligatory) subjects offered by the faculty;

to study according to the individual schedule on the basis of the dean of the faculty permission;

to have vacation not less than seven weeks annually (for the students of full-time course), including two weeks during winter;

to create public youth organizations, the associations which are not forbidden by the legislation of Russian Federation, to participate in their activity;

to appeal against orders and instructions of the University in the order

provided by the law of Russian Federation;

to get a place in the University hostel if housing facilities are available.

6.4. Students of University are obliged:

to master theoretical knowledge and practical skills of the selected direction of training (specialty);

to attend all kinds of classes, except optional; to fulfill all kinds of tasks provided by the curriculum and obligatory programs of the higher(secondary) professional education within a given period;

to respect work and dignity of teachers, supporting- teaching staff and other employees of the University;

to observe the given Statute, Regulations of the University internal order, regulations of accommodation in the hostels and other local rules of the University, to fulfill Rector's orders and dean of the faculty (the director of the institute as a faculty) instructions;

to strive to the increase of the cultural level of behavior in the society, to moral and physical perfection, to promote development and growth of the University prestige;

to treat University material values with care;

to provide written explanations on request of the University;

to pay for training in time and fully due to the signed contract under the terms of full costs compensation;

to pay fee for accommodation in a hostel in due time.

A student, a graduate student and the doctoral student can combine their study with work, out of study time according to the legislation of Russian Federation.

Full-time students getting education at the expense of the federal budget are provided with scholarships according to the legislation of Russian Federation and to the order for the state, academic and social scholarship assignment to students of the University that is approved by the Academic council of the University and confirmed by the Rector.

The University has the right to establish nominal grants, social payments and other types of material support at the expense of funds from bringing in income activity, individuals and legal entities donations and other resources permitted by the law.

The University independently develops and implements actions of student social support and defines the size of scholarships, grants and other social payments depending on the student's financial condition, academic progress and participation in public University life within available budgetary and non-budgetary funds.

- 6.5. Students are guaranteed the freedom to transfer to another higher educational institution in the order established by the Ministry of Education and Science of Russia. The student retains all his/her rights when transfers to the University from the other higher educational institution, as the learner at this level for the first time.

When the student is being transferred to the University to the places financed by the federal budget, the general duration of training should not exceed the term established by the curriculum for mastering the main educational program, for more than one academic year.

The student has a right to transfer from one educational program, including ones that have not passed the state accreditation, to another educational program which has passed the state accreditation.

Transfer of students from one educational program to another educational program or from one form of education to another is fulfilled as a rule, during vacation period according to student's application, if the vacant places are available, if the possibility to continue studies successfully exists and there is no difference in curriculum and programs. Transfer to the first year is possible not earlier than after the end of the first semester.

In case of vacant places absence at the course which the student wants to transfer to, that transfer is possible to extra places in case of student's full costs of tuition compensation.

The transfer of a full time student or a part time student from paid form of tuition to the free of charge form of tuition can be done if vacant places are available on the budgetary basis in the following cases:

loss of parents or trustees by the student of a full-time studies;

disability because of the accident or work injury of a part time student;

other cases with specific circumstances.

Transfer from paid tuition to the free of charge tuition is done on the Rector of the University decision and on the basis of the submission of the Attestation Commission coordinated with an academic council of the faculty (institute as a faculty) or of the branch, on the competitive basis if vacant places on the course not below than the second are available in the order established by the Academic council of the University. The students having “excellent” and “good” marks and participating in the University life actively receive advantages during the attestation.

The students having the ground for transferring to a free of charge tuition must submit the application to the Rector of the University name, attaching confirming documents.

6.6. The student can be expelled from the University:

at his/her own will, including change of educational institution, because of health, family circumstances, in connection with calling up to the military service;

in connection with the University graduation;

in connection with contract cancellation (for students trained on the paid basis);

in connection with the non-return from the academic holiday;

for the poor academic progress: if during one academic examination period the student did not pass examinations in three disciplines or the student was not present without valid excuse at the examinations in three disciplines; the student did not pass examination three times in one discipline; the student who did not liquidate the academic debts for an autumn semester during winter

vacation; the student who did not liquidate academic debts for the last academic year before the beginning of the academic year; the student who did not liquidate academic debts to the date established by the individual schedule; the student who did not pass the final graduation examination in time; the student who did not present in due time qualifying work to defense; the student who received an unsatisfactory mark at the qualifying work defense; for violation of the duties provided by the given Statute, and the Regulations; for violation of contract provisions (for students trained on the paid basis); in other cases established by the legislation of Russian Federation.

If reasonable excuse (poor health, family circumstances and other reasons) is available, the student can be granted the academic leave in the order defined by the Ministry of Education and Science of Russia.

Expulsion of the student from the University is done by the order of the Rector on the submission of the document of the dean of the relevant faculty (the director of the institute as a faculty).

The order of the student expulsion is defined in accordance with the local act of the University.

6.7. The student has the right to be re-enrolled to the University within 5 (five) years after expulsion from it at his own will or for a good reason with preservation of that basis of training (free or paid) according to which he was trained before expulsion, if vacant places at the University are available.

The students expelled for the disrespectful reasons, can be re-enrolled on a paid basis.

6.8. Enrolment of persons expelled from other higher educational institutions, for further education is fulfilled in accordance with the order of enrolment to the higher educational institutions if another is not provided by the legislation of Russian Federation.

6.9. Transferring of students from one educational program or form to another and transferring from one higher educational institution to another can be limited, if it is stipulated in his/her contract.

- 6.10. The University has no fee for restoration, transition and transfer, if the person received or receives higher education for the first time at the expense of the federal budget.
- 6.11. In case of non-fulfillment of curriculum in training (specialty) in scheduled dates because of unreasonable excuse, violation by the student of the duties provided by the Statute and Regulations, the measures of disciplinary influence can be applied to the student, up to expulsion.
- 6.12. Application of disciplinary punishment concerning the students is preceded by receiving from the guilty person of an explanation in writing.
- Refusal or evasion of the students from giving explanations is not the basis for his release from disciplinary punishment. In default or evasion from giving the written explanations the relevant statement is drawn up.
- Disciplinary punishment is applied no later than one month from the date of detection and no later than six months from the date of offense commission, without considering time of the student illness and (or) having the vacation, the academic holiday or a maternity leave.
- Expulsion of the students is not allowed during his illness, vacation, the academic holiday or a maternity leave.
- 6.13. The students can be provided with hostels for the period of studies according to the regulations about hostel, approved by Rector of the University. Each student, living in the hostel signs the standard.
- 6.14. The University is obliged to inform students (if applied) about situation in the sphere of employment of the population of Russian Federation, to assist students in making contracts with the organizations for their training and employment.
- 6.15. Other rights and social guarantees, and students' duties are established by the legislation of Russian Federation, Regulations developed and approved at the University.
- 6.16. The University has the following positions of the scientific and pedagogical staff (the faculty, scientists, technicians, administrative-economical,



supporting-teaching staff, production staff, educational and supporting-teaching staff and other personnel. Positions of the dean of faculty belong to the teaching staff (directors of institute as a faculty), the assistant professor, the senior teacher, the teacher, the assistant.

- 6.17. Filling in the vacant positions of scientific and pedagogical employees at the University, except for positions of the dean of faculty (the director of institute as a faculty) and the head of the department, is done according to the term labor agreement concluded for the period of up to 5 (five) years. While filling in the positions of scientific and pedagogical employees the conclusion of the term labor agreement is preceded by election on the competitive basis of the corresponding position. The Regulation about the order of filling in the specified positions is approved by the Ministry of Education and Science of Russia.

Competition for position of the scientific and pedagogical staff with whom the labor agreement for an indefinite term is concluded, is carried out once in five years.

Positions of the dean of faculty (the director of institute as a faculty) and the head of the department are elective. The order of elections to the specified positions is defined by items 5.37 and 5.38 of the given Statute.

- 6.18. Dismissal of all categories of employees of the University is carried out according to the labor legislation of Russian Federation. Dismissal of the teaching staff at the initiative of the University in connection with staff reduction is allowed only after the termination of the academic year.

- 6.19. The rights and duties of all categories of employees of the University are defined by the labor legislation of Russian Federation, the given Statute, the collective agreement and University Regulations, the labor agreement of the employee and the job descriptions.

The employees of the University have the right:

to elect and to be elected into the bodies of the Academic councils of the University;

to participate in discussion and the solution of the questions relating to the activity of the University;

to organizational, material support of the professional activity;

to use services of libraries, information funds, educational and scientific divisions, and also services of social and other structural divisions of the University according to the collective agreement and other local acts of University free of charge ;

to appeal against orders and instructions of the University administration in the order established by the legislation.

Employees of the University have other rights according to the legislation of Russian Federation, the University Statute, rules of the internal labor schedule, labor agreements, job descriptions and other local acts of University.

6.20. The employees of the University are obliged:

to observe the labor law and other legislation of Russian Federation, the given Statute;

to fulfill the labor duties assigned by the labor agreement conscientiously, to observe rules of the internal labor schedule and other local acts of the University, to carry out decisions of the governing bodies of the University, the requirement for labor protection and safety measures;

to keep order and discipline on the University territory (in educational classrooms, laboratories, at the departments, etc.) to take care of the University property;

to inform administration of impossibility to carry out the duties assigned to them and its reason in due time;

do not disclose personal data of employees and students of the University, that have become known in connection with the performance of labor duties.

The employees of the University perform other duties according to the legislation of Russian Federation, the University Statute, labor agreements, rules of the internal labor schedule, job descriptions and other local acts of University

6.21. Scientific and pedagogical employees of the University besides the rights provided by item 6.19 of the given Statute, have the right:

to define the content of the training courses, subjects, disciplines according to the legislation of Russian Federation in the field of education, including according to federal state educational standards of the higher and postgraduate education;

to choose methods and the training aids most fully corresponding to the individual peculiarities of students and providing high quality of the educational process;

to participate in the conducted scientific research that provide high scientific level of the education content and receiving the new fundamental knowledge;

to organizational and material support of the professional activity.

6.22. Scientific and pedagogical employees of the University besides the fulfillment of duties, provided by items 6.20 of the given Statute, are obliged:

to provide high efficiency of educational and scientific processes, to assist in the development in the students such qualities as independence, initiative, creative abilities;

to take an active part in methodical work of departments, perfection of the educational process, search of new more effective forms and methods of student, listeners, graduate students and other categories of students training, to apply in the education process modern technologies and technical aids;

to form in students professional qualities in the selected direction of training;

to respect personal dignity of students, to take care of their cultural and physical development, to help them in the organization of independent work;

to conduct scientific activity, to involve students, listeners, graduate students and other categories of the students into it actively;

to upgrade the qualification systematically.

6.23. For the employees of the University who are carrying out pedagogical activity (further –teaching staff), the reduced duration of working hours - 36 hours per week and the extended annual paid holiday lasting for 56 calendar days are

established.

The academic load for the teaching staff is established by the University independently on the basis of their qualification and the department profile with the standard norm of up to 900 academic hours for an academic year. The general annual load of the teacher, including scientific, methodical and educational work, is 1536 hours and is paid depending on the established officer salary.

- 6.24. The teaching staff has the right to the long holiday for the period of one year every ten years of continuous teaching work, an order and terms of granting of which are defined by the Academic council of the University.
- 6.25. For progress in educational, methodical, scientific, educational work and any other authorized activity for employees of the University and for progress in study and active participation in research, cultural and mass work, and sport and health- improving work for students of the University various forms of moral and material encouragement according to the Regulation adopted by the Academic council of the University and approved by the Rector of University are established.
- 6.26. System of labor payment at the University, and also forms of the material (or) moral stimulating the employees is established by the Regulation about labor payment and others local instructions of the University.

## **7. Training of scientific-pedagogical and scientific-research staff and upgrading the qualification of the scientific and research staff**

- 7.1. The University provides training, retraining and upgrading the qualification of the scientific and scientific and pedagogical staff by training in doctoral and postgraduate studies by means of :
- transferring the teachers - candidates of science to the positions of research officers for the term up to two years for preparation of doctoral thesis;
- providing vacations to complete thesis (including with paying salary);
- registering them to the departments as applicants for professional development, passing the candidate exams, preparation and defense of the

thesis;

sending them to the scientific and pedagogical training in higher education institutions, to the industrial enterprises and to the research establishments (including foreign);

sending the teachers to the faculties and institutes of professional development and retraining of other higher education institutions;

participating in short-term courses and seminars;

conducting the research and scientific and methodical work (including writing the textbooks, manuals and monographic books);

applying for other forms of professional development.

7.2. Enrolment to the postgraduate study, doctoral study and enrolment to the University as an applicant is carried out in the order provided by the legislation of Russian Federation.

7.3. Training of the post-graduate students at the University is carried out according to the license for the right of conducting educational activity in the sphere of the post graduate professional education which has been given out by the Rosobrnadzor (the Organization supervising the institutions activity in the sphere of education and science).

The people having higher education, confirmed with the diploma of the specialist or the diploma of the master are enrolled to the postgraduate study of the University on a competitive basis.

Training in the postgraduate course of the University is carried out in the form of full-time studies or the extra-mural form of education according to the legislation of Russian Federation.

7.4. To the doctoral studies the people having a scientific degree of the candidate of science are enrolled. Training the doctoral students is carried out in the full-time form. The term of doctoral studies should not exceed three years.

7.5. The number of the people enrolled to the postgraduate and doctoral studies at the University for training at the expense of the federal budget funds, and structure of their enrollment are established annually by the Ministry of

## Agriculture of Russia.

- 7.6. The University has the right to enroll the citizens over the established tasks (estimated figures) for enrolment to the postgraduate and doctoral studies for training the candidates and doctors of science on the basis of the contracts signed with legal entities and (or) individuals if they pay their full cost of training.
- 7.7. The people having higher education and writing the thesis for a scientific degree of the candidate of science without training at the postgraduate course, and also the people having a scientific degree of the candidate of science and writing the thesis for a scientific degree of the doctor of science, are registered at the University as the applicants for a scientific degrees.
- 7.8. The registration of the people having higher education, for training and passing the candidate examinations as the University applicants is carried out by the applicants for the term of not more than two years, for writing the candidate thesis - for the term of not more than three years.
- 7.9. The registration of the people having a scientific degree of the candidate of science as the University applicants, for writing the doctoral thesis is done for the term of not more than four years.
- 7.10. The people, who have completely used the established period of training as the applicants for a scientific degree, cannot use the right of registration for the second time. The people, who have not used the specified term completely, can be registered as the applicants for the second time for the remained time.
- 7.11. Enrolment of the foreign citizens to the University postgraduate or doctoral studies and their registration as the applicants is carried out on the basis of international agreements and intergovernmental agreements of Russian Federation, and also under the agreements of the University signed with legal entities and (or) individuals and in case of their payment of training costs.
- 7.12. Enrolment of the people without citizenship, who are constantly living on the territory of Russian Federation, to the postgraduate or doctoral studies and the registration at the University as applicants is done in the order provided for

citizens of Russian Federation.

7.13. Graduate students and applicants for a scientific degree of the candidate of science are annually given credit at the University departments depending on the results of the plan of thesis writing fulfillment.

Doctoral candidates are annually given credit by the Academic council of the faculty (institute as a faculty) depending on the results of the plan of thesis writing fulfillment.

7.14 Graduate students, doctoral students and the applicants who have not been given credit, are expelled from the University by the Rector's order .

7.15. The staff of the University having a scientific degree of the candidate of science, can be transferred to the positions of research officer for the term up to two years for their thesis writing as the applicants for a scientific degree of the doctor of science. Transfer of the candidate of science to a position of the research officers is done for preparation of the doctoral thesis by order of the Rector on the basis of the conclusion of the corresponding department, the Academic council of the University (faculty or institute as a faculty) and the documents presented by the candidate (the statement with the application of the developed plan of the doctoral thesis, the list of the published scientific works).

In the period of occupying the positions, the research officer is obliged to finish his work on the doctoral thesis and to present it to the department for obtaining the corresponding conclusion.

In one year the research officer represent to the Academic council of the University (faculty or institute as a faculty) the report about the work on the thesis by the results of which the decision with the recommendation is made either about the extension of leaving them in the positions of research officers for the following year or about their returning to a former place of work.

After the two-year term of occupying the position of the research officer, candidates of science cannot be at the doctoral course of study at the expense

of budget funds.

- 7.16. The rights, duties, social guarantees and privileges of graduate students, doctoral students, applicants and the people transferred to the positions of research officers for doctoral thesis writing are established by the legislation of Russian Federation, the Statute and other local acts of the University.
- 7.17. Upgrading the qualification of scientific and pedagogical employees of the University is done not less than once in five years in the educational institutions of the system of personnel professional development and professional retraining in leading Russian and foreign higher educational institutions by means of their training, internship, and also by means of other types and forms of upgrading the qualification.
- 7.18. Upgrading the qualification of scientific and pedagogical employees can be financed by the University and legal entities and (or) individuals under contracts with educational institutions.

## **8. University economy**

- 8.1. The University independently carries out financial and economic activities, solves the issues connected with the conclusion of agreements, definition of the obligations and other conditions which do not contradict to the legislation of Russian Federation and the given Statute.

The University provides execution of the obligations according to the plan of financial and economic activities and the money received in accordance with the established procedure from the kinds of activity bringing in the income.

- 8.2. The University property, with a view of ensuring the activity provided by its Statute, is assigned to it on the right of an operational management according to the legislation of Russian Federation. The owner of the University property is the Russian Federation.

The land plots that are necessary for the performance by the University of the authorized tasks are given to it on the right of open-ended (unlimited time) use.

Objects of a cultural heritage (history and culture monuments) of the people of Russian Federation, cultural values, natural resources (except for the land



plots), limited for use in the civil turnover or withdrawn from the civil turnover, are assigned to the University on the conditions and in the order which are defined by federal laws and other regulatory legal acts of Russian Federation.

- 8.3. The University, to which the property is assigned on the right of the operational management, owns, uses this property in the limits established by the law, according to the purposes of the activity, designation of this property and if another is not established by the law, disposes of this property with the consent of the owner of this property.

The owner of the property has the right to withdraw the property excessive, not used or used not for the designated purpose fixed to the University by the owner or acquired by the University at the expense of funds, allocated to it by the owner for the acquisition of this property. The owner of the property withdrawn from the University has the right to dispose of it at discretion.

- 8.4. The University has no right to dispose of especially valuable movable property assigned to the University by the owner or acquired by the University at the expense of funds, allocated to it by the owner for the acquisition of such property, and also movable property without the owner consent.

Especially valuable movable property is the movable property without which implementation by the University of the authorized activity will be essentially complicated. The order of reference of property to the category of especially valuable movable property is established by the Government of Russian Federation.

Types and the list of especially valuable movable property are defined by the Regulations of the Ministry of Agriculture of Russia.

The University has the right to dispose of other property assigned to it on the right of the operational management independently if another is not established by the law.

- 8.5. Financial provision of the University is carried out at the expense of: subsidies from the federal budget for the compensation of the standard costs

connected with rendering by the University of the state services (works) according to the state task, and also subsidies for other purposes (comes into force from the moment of making decision on granting the subsidies to the University from the federal budget according to the legislation of Russian Federation);

the budgetary investments (comes into force from the moment of making decision on granting the subsidies to the University from the federal budget according to the legislation of the Russian Federation);

funds from the federal budget;

funds from rendering the paid services;

the funds received from the activity bringing the income, including funds from paid educational activity, according to item 1.8 of the given Statute;

donations and target contributions of legal entities and individuals, including foreign citizens and foreign legal entities;

funds received by the University at the expense of grants (projects), provided according to the legislation of Russian Federation;

funds that have been gratuitously received from individuals and legal entities, including funds of budgets of subjects of Russian Federation and (or) local budgets within implementation of regional and municipal programs, under contracts and agreements for conducting the authorized activity;

funds received from leaseholders, subscribers, sub-subscribers for compensation of the operational, municipal and necessary administrative services;

funds transferred by the leaseholders for violation of the contract lease terms;

the assignments received by the University from the funds received by branches from activity bringing in the income, for the purpose of their subsequent redistribution and use, including on financing the branch activity, in the order established by the University;

payments for accommodation in student's hostels of the University;

money received by the University from the contracts of obligatory insurance

of the motor vehicle liability (CMTPL) of vehicle owners in case of insured event occurrence, and also other contracts of insurance;

payments for providing tender documentation or documentation about auction from participants of tenders and auctions for placement of orders for deliveries of the goods, works, rendering of services for the state needs;

the income received from the disposal of shares (stock) in the authorized capitals of economic entities, in which the University acts as the constitutor(participants), and also the income in the form of part of the profit from the activity of these economic entities, the income of small enterprises and self-supporting divisions of the University;

other sources provided by the legislation of Russian Federation.

During the transient period till July 1, 2012. the University is the recipient of budgetary funds and has the right to use the funds received by it from rendering the paid services, gratuitous receipts from individuals and legal entities, from the international organizations and the governments of the foreign states, including donations, and funds from the other activity bringing in income on the basis of the document (general permission) of the Ministry of Agriculture of Russia for providing the University activity. The University carries out operations with the above mentioned funds in the order established by the Ministry of Finance of Russian Federation according to the estimate of the income and expenses for the activity bringing in incomes which is subject to the submission to the federal treasury office.

- 8.6. The University independently defines the directions and the order of the funds use, including their share directed to the compensation and material stimulation of the University employees if the condition of the fund provision does not establish another.
- 8.7. The University has no right to place money on deposits in the credit organizations, and also to make transactions with securities.
- 8.8. The University submits to the Federal agency on management of the state property (its territorial body), further referred to as "Rosimushchestvo",

documents (a copy of documents), containing data on federal property and on the University, and also carries out work on the registration of the federal property according to the legislation of Russian Federation.

8.9. The University has the right to act according to the legislation of Russian Federation as the leaseholder and (or) the lesser of the property.

In case of leasing the real assets and especially valuable movable property assigned to University by the Ministry of Agriculture of Russia or acquired by the University at the expense of funds allocated to it by the Ministry of Agriculture of Russia for acquisition of such property with the consent of the Ministry of Agriculture of Russia, financial provision of such property maintenance is not carried out by the Ministry of Agriculture of Russia.

8.10. The University has the right to allow to the scientific organizations to use the real assets and movable property and also to transfer the real assets and movable property belonging to the scientific organizations on the property right, to the operational management or economic maintaining on the basis of the agreements with the consent of the Ministry of Agriculture of Russia or independently, if according to the legislation of Russian Federation it has the right to dispose of the corresponding property independently. Between such state non-profit organizations the specified relations can be implemented on the gratuitous basis.

8.11. The University has the right to allow to the medical organizations to use the real assets and movable property for providing medical services for students and employees of the higher educational institution and for having medical examination by them on the basis of the agreements between the higher educational institution and the medical organization and with the consent of the Ministry of Agriculture of Russia or independently, if according to the legislation of Russian Federation it has the right to dispose of the corresponding property independently. Between such state non-profit organizations and (or) municipal non-profit organizations the specified relations can be carried out on the gratuitous basis.

8.12. The University can dispose of the exclusive rights to the results of intellectual activity, belonging to it including by means of granting to other person of the right of use of the corresponding results in the limits established by the contract (the license contract).

8.13. The University of Russia having the right with the consent of the Ministry of Agriculture to transfer to non-profit organizations as their constitutor or the participant money (if other is not established by the conditions of their granting) and other property, except for especially valuable movable property assigned to it by the owner or acquired by the University at the expense of funds, allocated to it by the owner on acquisition of such property, and also real assets.

In cases and in the order, provided by federal laws, the University has the right to bring the property specified in paragraph 1 of the given item, into the authorized (joint) capital of economic entities or otherwise to transfer them this property as their constitutor or participant.

8.14. Income of the shares (stock) disposal in the authorized capitals of the economic entities created by the University according to the legislation, and also part of the profit of the economic entities (dividends) received by the University, come to the independent University disposal, is recorded on the separate balance and goes only to the legal protection of intellectual activity results, reward payment to their authors, and also to the implementation of the University authorized activity.

8.15. The University has the right to carry out other transactions with property in cases and in the order provided by the legislation of Russian Federation.

8.16. The University can conclude a large deal with the prior consent of the Ministry of Agriculture of Russia.

Large deal is the transaction or some interconnected transactions, connected with the money disposal, alienation of other property (which according to federal laws the University has the right to dispose independently), and also with transfer of such property to use or as a collateral provided that the price of

such transaction or cost of alienated or transferred property exceeds 10 percent of balance cost of the University assets, that is determined by data of the accounting record for the last reporting date.

The University has no right to make the transaction which possible consequences is alienation or encumbrance of the property assigned to the University, or the property acquired at the expense of funds, allocated to the University from the federal budget or the budget of the state off-budget fund of Russian Federation if another is not established by the legislation of Russian Federation.

The rector of the University is responsible to the University for the size of losses caused to the University as a result of the large deal concluding with violation of requirements of the given item irrespective of the fact whether this transaction was recognized as the void.

- 8.17. The University is responsible to the owner of property for safety and efficiency of use of the property which is at its disposal, including the property acquired by the University at the expense of the income, received from activity bringing in the income.
- 8.18. The University carries out placement of the order for deliveries of goods, works, rendering the services for needs of the University and the conclusion of civil-law contracts in the order established by the legislation of Russian Federation.
- 8.19. The University is responsible according to the obligations for all the property that is under its operational management, both the assigned to the University by the owner, and acquired at the expense of the income received from activity bringing in the income, except for especially valuable movable property assigned to the University by the owner of this property or acquired by the University at the expense of allocated by the owner of University property funds, and also real assets.
- 8.20. The owner of the University property is not responsible according to the University obligations.

- 8.21. The prices for services and production of the University are established in the order established by the legislation of Russian Federation.
- 8.22. The University independently forms fund of remuneration of employees labor at the expense of the funds of the federal budget directed on the maintenance of the University, and (or) other sources which have not been forbidden by the legislation of Russian Federation.

The University, within the funds available for remuneration of the employees labor, independently defines the amount of surcharges, extra charges, bonuses and other measures of material stimulation, and also the sizes of officer salaries (rates) of all categories of employees according to the legislation of Russian Federation.

### **9. The accounting , reporting and control at the University**

- 9.1. The University conducts accounting and represents accounting, financial and statistical statements in the order established by the Ministry of Finance of Russia, other types of the state reporting, and also conducts tax accounting and submits into the tax authorities according to the place of registration.

Forms and order of conducting accounting and tax record are established according to the legislation of Russian Federation. Terms of providing the quarter and annual accounting reports are established by the Ministry of Agriculture of Russia. The University reports to the Ministry of Agriculture of Russia and submits budgetary and other established by the legislation of Russian Federation reporting documents.

- 9.2. The University branches submit budgetary and other established by the legislation of Russian Federation reporting documents in the term defined by the University.
- 9.3. Control of observance of financial and economic discipline and efficiency of use of the property fixed in the operational management to the University, is carried out by the Ministry of Agriculture of Russia and other state authorities according to the legislation of Russian Federation.
- 9.4. Control of compliance of the University activity with the purposes provided by

the given Statute, is carried out by the Ministry of Agriculture of Russia and other state authorities according to the legislation of Russian Federation.

- 9.5. For distortion of the state reporting documents officers of the University bear disciplinary, material, administrative and criminal liability established by the legislation of Russian Federation.

## **10. International and foreign economic activity of the University**

10.1 The University has the right to carry out the international cooperation in the field of the higher, postgraduate and additional professional education, scientific and (or) scientific and technical, teaching and other activity according to the legislation of Russian Federation and international agreements of Russian Federation.

10.2 The main directions of the international activity of the University are:

- participation in the programs of bilateral and multilateral exchange of students and scientific and pedagogical employees;
- conduction of the joint scientific and applied research, congresses, conferences, symposia and other actions according to the profile of the University activity;
- implementation of the fundamental and applied scientific research, and also developmental works according to the orders of foreign legal entities;
- development and realization of joint educational programs of the higher, postgraduate and additional professional education;
- invitation of foreign teachers and specialists for participation in the educational process and scientific work;
- the direction of teachers to foreign educational institutions for training, pedagogical and scientific work;
- training of foreign citizens and people without citizenship according to all programs of the higher and postgraduate professional education in the directions and the specialties provided by the license of the University, and also rendering to foreign citizens of the additional paid educational services which have not been provided by corresponding by educational programs and the state



educational standards, under contracts with legal entities and (or) individuals; rendering the consulting services to the foreign organizations; participation in competitions for receiving grants of the various international organizations in the sphere of the international research programs realization;

conclusion of the agreements on the cooperation with foreign legal entities and (or) individuals;

participation in the international programs of perfection of the higher and postgraduate education;

participation in the international public, student's and youth organizations, in the non-governmental international organizations and Movements;

implementation of other forms of the international cooperation corresponding to the legislation of Russian Federation.

10.3 The University has the right to be engaged in foreign economic activity according to the legislation of Russian Federation and the given Statute.

10.4 The citizens of the foreign states arriving to the Russian Federation for training according to the international agreements are enrolled to the University within estimated figures of enrolment in the directions established by the Ministry of Education and Science of Russia in coordination with the Ministry of Agriculture of Russia and on a contractual basis.

10.5 Enrolment of foreign citizens to the postgraduate and doctoral studies is carried out according to the international treaties and agreements, and also on the basis of direct links of the University with the foreign enterprises, establishments.

10.6 The University takes necessary measures for providing the mode of confidentiality while receiving foreign citizens and delegations, and also the measures on restriction and prevention of the unauthorized transmission to them information that constitutes the state secret.

## **11. The list of types of the University local acts regulating its activity**

11.1. The local acts regulating activity of the University, work of pedagogical and other employees, study, leisure, accommodation, behavior students and other kinds of

activity, are:

orders, instructions of the Rector and orders of vice rectors of the University;  
orders and instructions of directors of branches in the branches; solutions of the Academic council, scientific and technical and methodical councils of the University;  
orders of deans of faculties (directors of institutes as a faculty in the institutes);  
orders of the department heads in the departments;  
regulations, rules, instructions, University standards;  
other local acts according to the legislation of Russian Federation.

11.2. Local acts of the University have a binding force and are subject to execution in the case when they are accepted by the appropriate body or the officer of the University according to its powers (competence).

In the case when local acts of the University completely or in a part contradict to the standards of the legislation of Russian Federation, acts of the legislation of the Russian Federation are applied.

11.3. Changes and additions to the local acts of the University get a binding force and are subject to execution in the case when they are accepted in the order provided for acceptance of the University relevant local acts.

## **12. The order of reorganization and University elimination**

12.1. Reorganization of University can be carried out in the form of its merger, take-over, de-merger or withdrawal. The decision about the University reorganization is accepted by the order of the Government of Russian Federation.

12.2. Making decision about the University liquidation and conducting the liquidation is done in the order established by the Government of Russian Federation.

12.3. The real assets of the University which has remained after satisfaction of the requirements of creditors, and also real assets according to the University obligations on which according to the legislation of Russian Federation collecting cannot be turned, are transferred by the liquidating commission to the Federal Property Management Agency.

The movable property of the University which has remained after satisfaction of the requirements of creditors, and also movable property according to the University obligations on which according to the legislation of Russian Federation collecting cannot be turned, are transferred by the liquidating commission to the Ministry of Agriculture of Russia.

- 12.4. The exclusive rights (intellectual property) belonging to the University at the moment of liquidation pass according to the legislation of Russian Federation for the further disposal.
- 12.5. In the process of liquidation or University reorganization observance of the rights and interests of the dismissed employees is guaranteed according to the legislation of Russian Federation.
- 12.6. The University is obliged to provide the record and safety of all documents (financial and economic, about staff and others), and also their timely transfer to the state storage in accordance with the established procedure in the process of its reorganization or liquidation.
- 12.7. In the process of reorganization, liquidation of the University or the cessation of work connected with the use of the data containing the state secret the University is obliged to provide safety of these data and data carriers.
- 12.8. Liquidation of the University is considered to be complete, and the University – the organization that has stopped its existence from the moment of the introduction into the Uniform state register of legal entities of the corresponding record.