

# How to submit documents to the Master's program “Advanced Mathematics”

## Step-by-step instruction (v1.1 12.02.19).

Step 0. Prepare your portfolio. Please see [https://abiturient.spbu.ru/files/2019/mag/admission/in\\_modern\\_matematika.pdf](https://abiturient.spbu.ru/files/2019/mag/admission/in_modern_matematika.pdf) for the list of documents.

Step 1. Create your personal account at the website <https://cabinet.spbu.ru>.

← → ↻ Не защищено | cabinet.spbu.ru

Санкт-Петербургский государственный университет Applicant's Personal Account EN

### Enter

SPbU students may enter their single user login (st\*\*\*\*\*)  
If you have any questions about your single user login, please contact our support service: +7 (812) 363 6030, email: [support@spbu.ru](mailto:support@spbu.ru)

Email or ST-login

Password

[Forgot password?](#)

Remember me

[Sign in](#)

[Sign up](#)

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The screenshot shows a web browser window with the URL [cabinet.spbu.ru/Abiturient/](http://cabinet.spbu.ru/Abiturient/). The page is titled "Applicant's Personal Account" and features a navigation menu on the left with options: Main, Application form, Application, Upload documents, and Settings. The main content area is titled "Your admission scheme" and contains four steps:

- Fill in an application form**: Includes a "Submit application" button.
- Upload your documents**: Includes an "Upload" button and a warning: "Please do not forget to attach a scanned copy of your signed application!".
- Wait until you are permitted to take part in the competition**: Explains that the application status will change to "submitted" and that a mark of approval will appear in the "Application" section.
- Take admissions tests if required**: States that the test schedule is published on the website [abiturient.spbu.ru](http://abiturient.spbu.ru) before June 1, 2019.

Step 2. After you log in, you will see a page with further instructions.

[Main](#)[Application form](#) ▾**Personal Data**[Passport](#)[Contact Information](#)[Education](#)[Foreign languages](#)[Olympiads, achievements](#) <[Special conditions](#)[Additional Comments](#)[Application](#)[Upload documents](#)[Settings](#) <

## Personal data

Surname \* Elena

Name \* Shala

Father's name (if available)

Sex \* Female ▾

Date of birth \* 01.01.2000 

Place of birth \* London

Country of birth \* United Kingdom ▾

Citizenship \* United Kingdom ▾

 I have Russian citizenship

Country of residence \* Turkey ▾

\* - Required field

Next &gt;

Step 3. Click “Application form” in the vertical menu to the left. Fill in your personal data. It is not necessary to fill in your father's name. Click «Next».

← → ↻ Не защищено | cabinet.spbu.ru/Person/Passport

Санкт-Петербургский государственный университет

Applicant's Personal Account

EN

### Passport

**Type \*** Foreign passport

**Series \***

**Number \*** 317

**Issued by \*** Ministry of Foreign Affairs

**Date of issue \*** 09.11.2005

**Valid till** 01.01.2025

Russian embassy (consulate) where you are going to receive visa

**Country** Iceland

**City** Reykjavik

\* - Required field

Another passport ⓘ

Add Next >

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Step 4. Fill in your passport information. If there is no «Series» in your passport, leave this field blank. In case you need a student's visa, you have to answer the questions about the Russian embassy (Country and City). Note also that **to get a visa, it is necessary that your passport is valid at least until March 1, 2021**. After filling in your passport information, click «Next».

← → ↻ Не защищено | cabinet.spbu.ru/Person/Contacts

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Applicant's Personal Account

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Main

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### Contact Information

Mobile (cell) phone number \*

Additional Telephone Number \*

Additional Email \*

#### Permanent address

Country \*

City \*

Street \*

House \*  Flat number \*

Postal Code \*

#### Residential Address/Post Address (if different)

Country \*

City \*

Street \*

House \*  Flat number \*

Postal Code \*

#### Dormitory

I need dormitory for the period entry exams

I need dormitory for the period of study

Step 5. Fill in your contact information. If you do not have an additional phone number, and/or if your address does not contain a house number, please put '-' in the respective field(s). If you are living at the same place where you are registered, please leave the last five fields blank, even though they are marked with an asterisk(\*). Click «Next».

← → ↻ Не защищено | cabinet.spbu.ru/Person/Education

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### Education

Level of education you have got \* University/College

Name of Educational Institution \* Univeversity of Iceland

Country of your current education \* Iceland

City Reykjavik

Graduating year \* 2009

Series 1

Number 2

Average Grade

Diploma with distinction

Have equality document

Equality document number

#### Higher Education Data

Field of Study

Form of Education Full-Time

Qualification Master

Diploma Thesis

Step 6. Enter data about your previous education. If you haven't graduated yet, please enter the information about your current institution and program. Please note that at this stage your education documents (diploma and academic transcript) should be in Russian or in English. Otherwise they should be translated to one of these languages.

In case you are admitted to SPbU, you may need to submit legalized education documents, and their certified translations to Russian. Do not worry about it now, **this will not be necessary earlier than June 8**. More details can be found [here](#) and by contacting the Committee for the Evaluation of Foreign Credentials (recognition@spbu.ru).

← → ↻ 🏠 cabinet.spbu.ru/Person/LanguageInfo

... 📧 ☆ 🔍 Поиск

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🇺🇸 EN 👤

**Санкт-Петербургский государственный университет**

**Applicant's Personal Account**

**Main**

- Application form
- Personal Data
- Passport
- Contact Information
- Education
- Foreign languages**
- Olympiads, achievements
- Special conditions
- Additional Comments

**Application**

**Upload documents**

**Settings**

### Foreign languages

**Foreign languages** English

**Final grade of English (if there are)** 5

I have documents confirming I have studied in English

I would like to learn English from "zero" level

**Language certificates**

**Type of language certificate** TRKI

**No. of certificate**

**Add**

I have other certificates

I have documents confirming I've studied abroad

**Next >**

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Step 7. Enter data about your knowledge of foreign languages. If you want to submit a document confirming that you have previously studied in English (not obligatory), please mark the first checkbox.

browser: cabinet.spbu.ru/Person/Olympiads

Санкт-Петербургский государственный университет

Applicant's Personal Account

EN

### Academic Competitions

[Add](#) [Next >](#)

- Main
- Application form
  - Personal Data
  - Passport
  - Contact Information
  - Education
  - Foreign languages
  - Olympiads, achievements
    - Olympiads
    - Work experience
    - Scientific achievements
    - Sports
  - Special conditions
  - Additional Comments
- Application
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- Settings

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Step 8. You are asked about your academic achievements and Olympiads.

Applicant's Personal Account

Year

- 2018/19
- 2017/18
- 2016/17
- 2015/16

Type

- All-Russian (final stage)
- All-Russian (regional stage)
- International
- Other academic achievements
- Other school academic competitions
- School academic competition of SPbU

Name

- International school olympiad
- Mathematics

Diploma degree

- Winner
- Prize-winner (Level 2)
- Prize-winner (Level 3)
- Participant

Series

Number

Date

Please, do not forget to attach a copy of the scanned document in the section "General documents".

Add

Step 8.1. In case you have a diploma of one of the olympiads specified in the portfolio (I. M. C. for University Students, Putnam M. C., Jarnik I. M. C. , North Countries M. C.), please specify this by choosing the year, then “International”, “Mathematics”, and then any line. Please note that afterwards you will be asked to upload the respective certificate. If you have successfully participated in any other olympiads, do not choose anything here, instead just mention that in your CV.

The screenshot shows a web browser window with the URL `cabinet.spbu.ru/Person/WorkInfo`. The page title is "Applicant's Personal Account". The left sidebar contains a navigation menu with the following items: Main, Application form (expanded), Personal Data, Passport, Contact information, Education, Foreign languages, Olympiads, achievements (expanded), Work experience (expanded), Scientific achievements, Sports, Special conditions, Additional Comments, Application (checked), Upload documents, and Settings. The main content area is titled "Professional Experience (Internship)" and features a large blue "Add" button on the left and a blue "Next >" button on the right. The footer contains the text "© 2019 Saint Petersburg State University" and "Admissions Office Phone +7 (812) 363-66-33 E-mail admission@spbu.ru".

Step 9. You are asked about your work experience. Note that this is not necessary for the portfolio evaluation, and you will be asked to confirm this information by uploading a document. So we do not recommend you to fill this part. Do not forget to include this information in your CV.

Applicant's Personal Account

Participation in Research Activities and Conferences

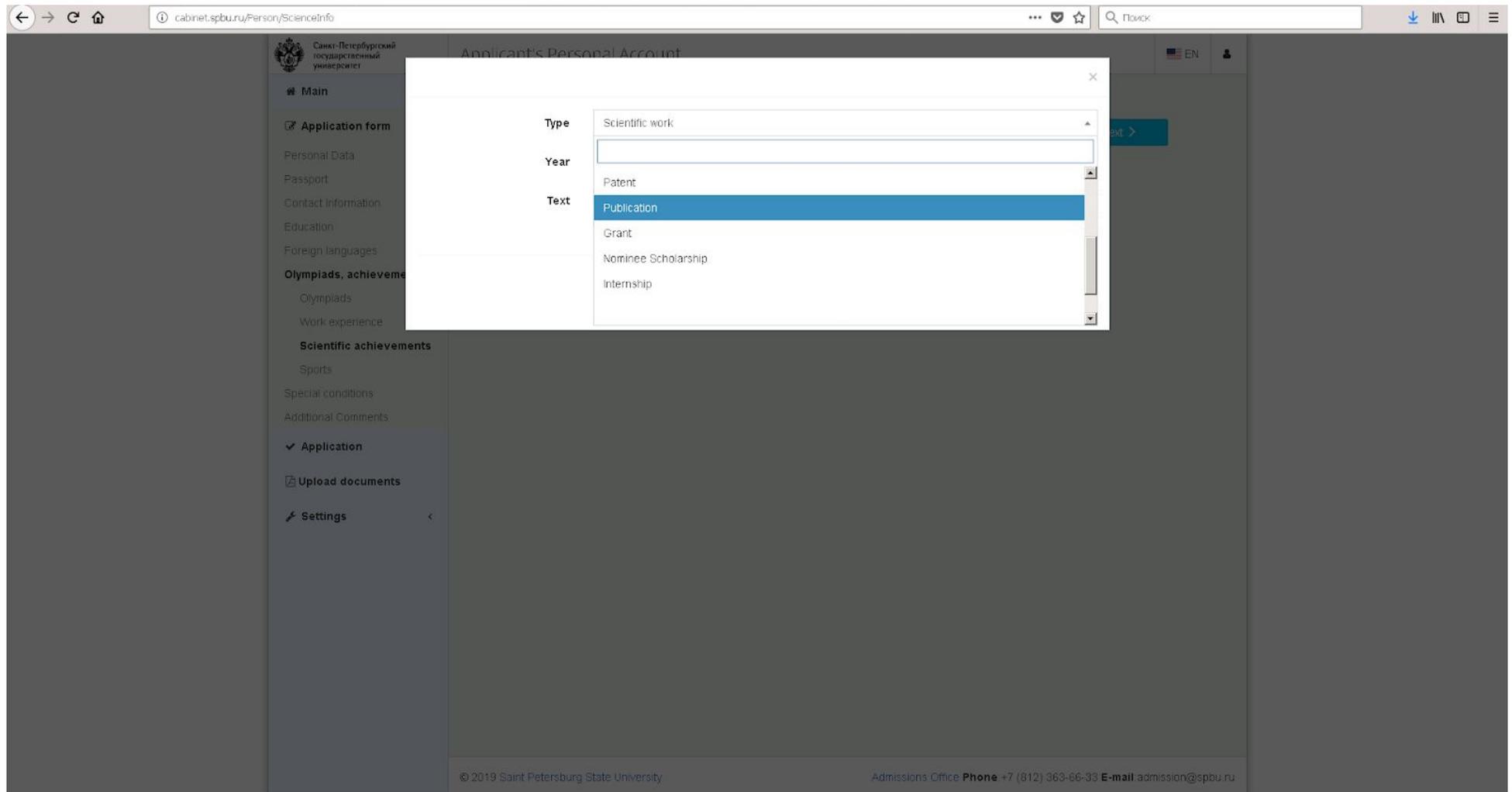
Add

Next >

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Step 10. You are asked about your scientific activity and publications. Please note that afterwards you will be asked to upload it as a pdf. Therefore please specify only the publications in journals or conference proceedings that are indexed by Web of Science or Scopus. Other publications, participation in scientific events, etc., can be mentioned in your CV.



Step 10.1 If you want to enter your publication data, choose "Publication" from the list.

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🏛️ Санкт-Петербургский государственный университет

🏠 Main

📄 Application form ▾

Personal Data

Passport

Contact Information

Education

Foreign languages

Olympiads, achievements ▾

🏆 Olympiads

📄 Work experience

📄 Scientific achievements

**Sports**

Special conditions

Additional Comments

✓ Application

📄 Upload documents

⚙️ Settings <

### Applicant's Personal Account

## Sport Achievements

**Sport qualification** None ▾

**Degree**

I'm the member of the Russian national team in the Olympic sport

I'm the member of the Russian national team in the non-olympic sport

I have a golden TRP (ГТО) badge

I have certificates for participation in sports competitions

[Next >](#)

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Step 11. You are asked about your sport achievements. We do not recommend to enter anything here, because otherwise you will be asked to upload a confirmation document. If you want, you can mention this in your CV.

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Applicant's Personal Account

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Main

Application form

Personal Data

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Foreign languages

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Benefits and special conditions

Right for privilege

I claim my right for privilege (disability, participant of military actions, orphan, or others)

Special conditions

For health reasons I need special conditions during the entrance tests

Next >

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Step 12. In case you have any disability and/or need any special assistance during the interview, please mark the second checkbox.

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Applicant's Personal Account 🇺🇸 EN 👤

🏠 Main

📄 Application form ▾

- Personal Data
- Passport
- Contact Information
- Education
- Foreign languages
- Olympiads, achievements <
- Special conditions

**Additional Comments**

✓ Application

📄 Upload documents

⚙️ Settings <

### Additional Comments

Additional Information:

Hereby I confirm that all information submitted is correct and reliable. I agree for processing of my personal data in the order stated by Federal law of 27th of July 2006 №152-ФЗ «About Personal Data»

Next >

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Step 13. Enter any additional comments you want to inform us about (optionally) and click «Next».

Applicant's Personal Account

### Your admission scheme

- ✓ Fill in an application form
- ⚠ Submit your application
- ⚠ Upload your documents
- ℹ Wait until you are permitted to take part in the competition
- ℹ Take admissions tests if required.

**Submit application**

**Upload**

Step 14. Now you are ready to create an application and upload documents. Please press the blue button «Submit application».

← → ↻ 🏠 cabinet.spbu.ru/Abiturient/NewApplication ... 📄 ⭐ 🔍 Поиск

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### Applicant's Personal Account

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- 🏠 Main
- 📄 Application form <
- ✓ Application
- 📄 Upload documents
- ⚙️ Settings <

#### Create a new application

#### Main admissions

- Entering on the programs of vocational training [Create an application](#)
- Bachelor and Specialist's degree [Create an application](#)
- Master Programs [Create an application](#)
- PhD degree [Create an application](#)
- Application for clinical residency programmes [Create an application](#)

#### Student transfer and reinstatement

- The transition in SPbSU [Create an application](#)
- Recovering at SPbSU [Create an application](#)
- Transition from a paid basis of education on the budgetary [Create an application](#)
- Change the educational program [Create an application](#)

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Step 15. Choose “Master Programs” and click «Create an application».

← → ↻ 🏠 cabinet.spbu.ru/Abiturient/NewApplication\_Mag

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Applicant's Personal Account

🏠 Main

📄 Application form <

✓ Application

📄 Upload documents

⚙️ Settings <

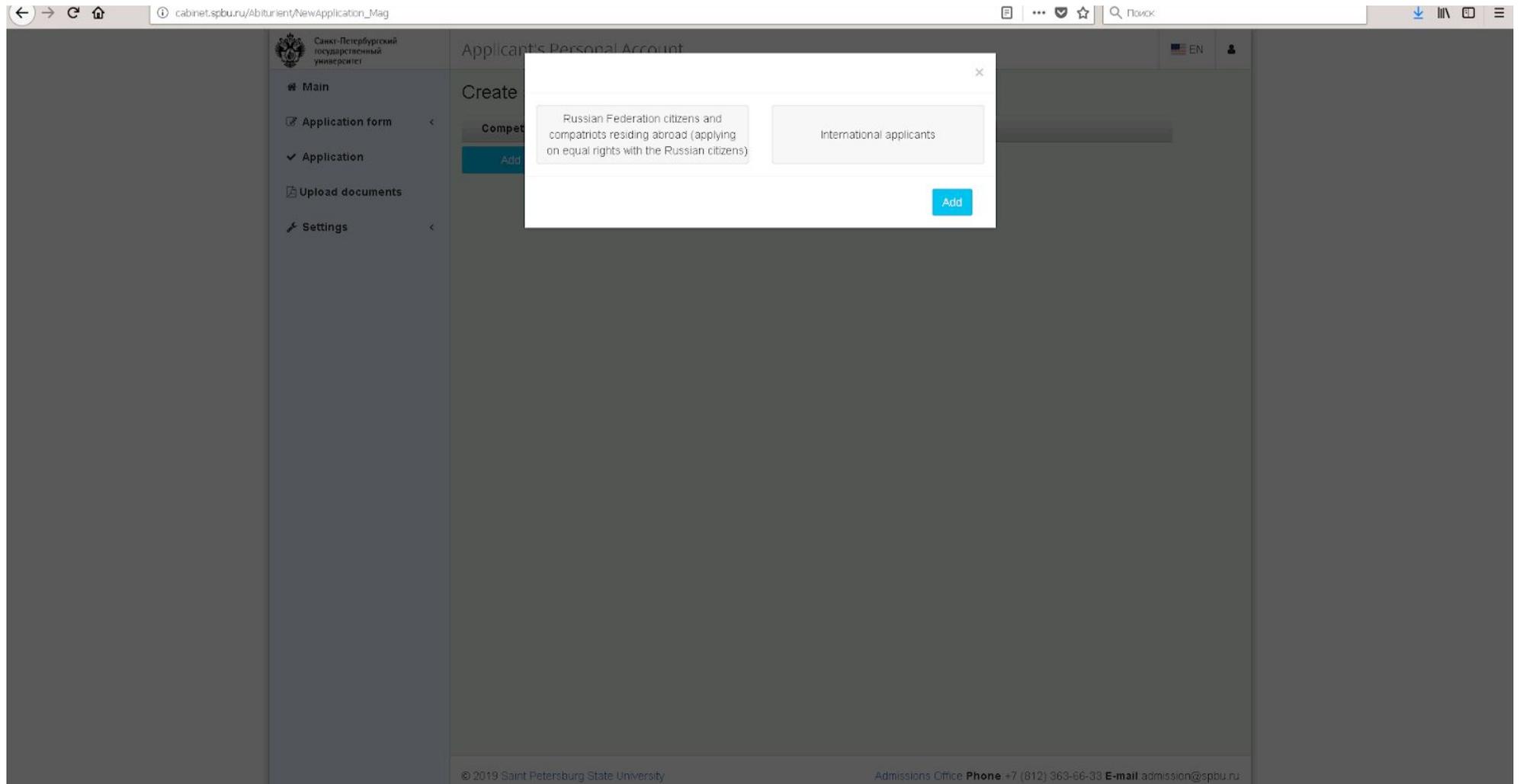
### Create a new application

Competitions > Priorities > Print

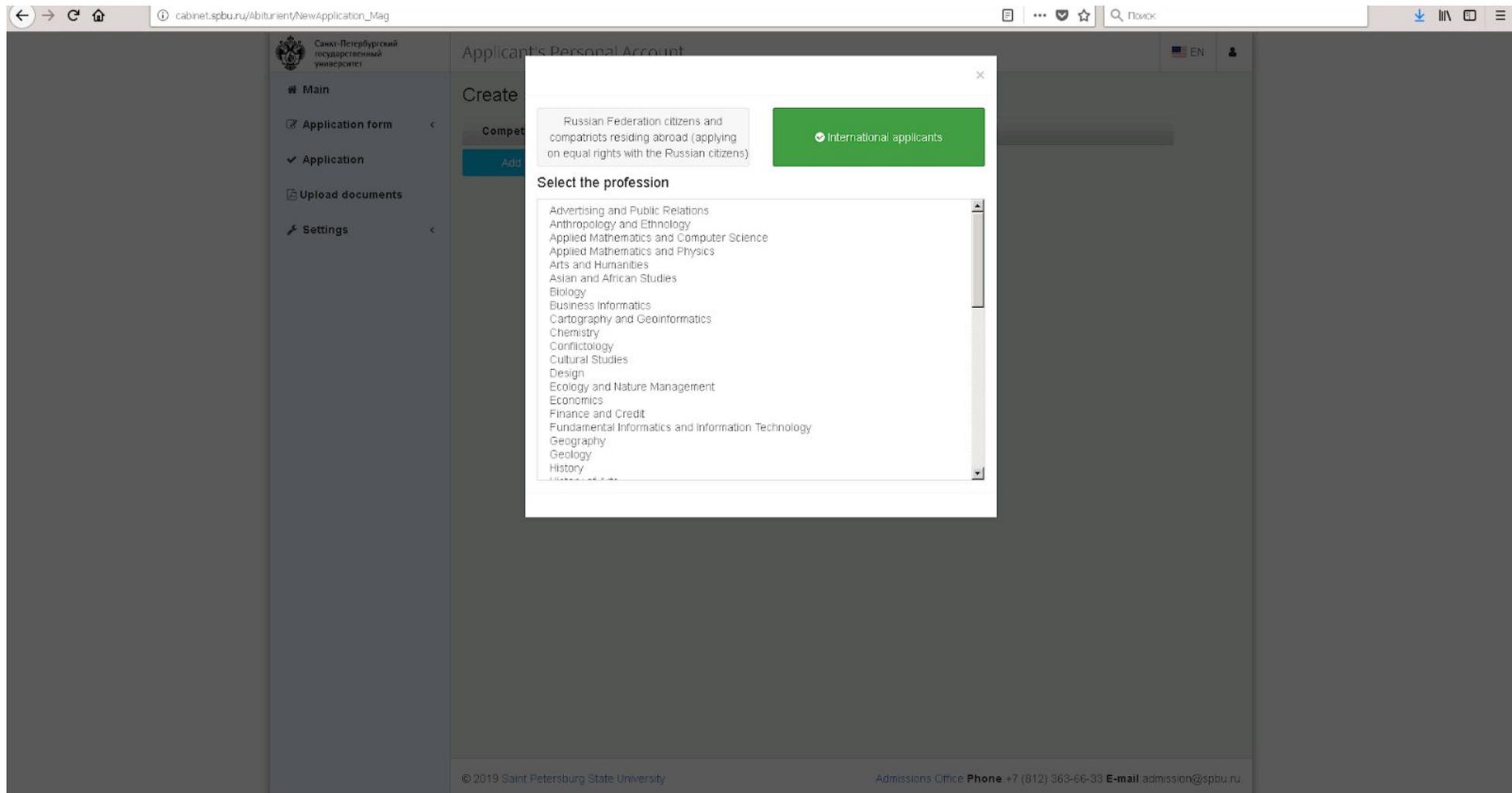
Add

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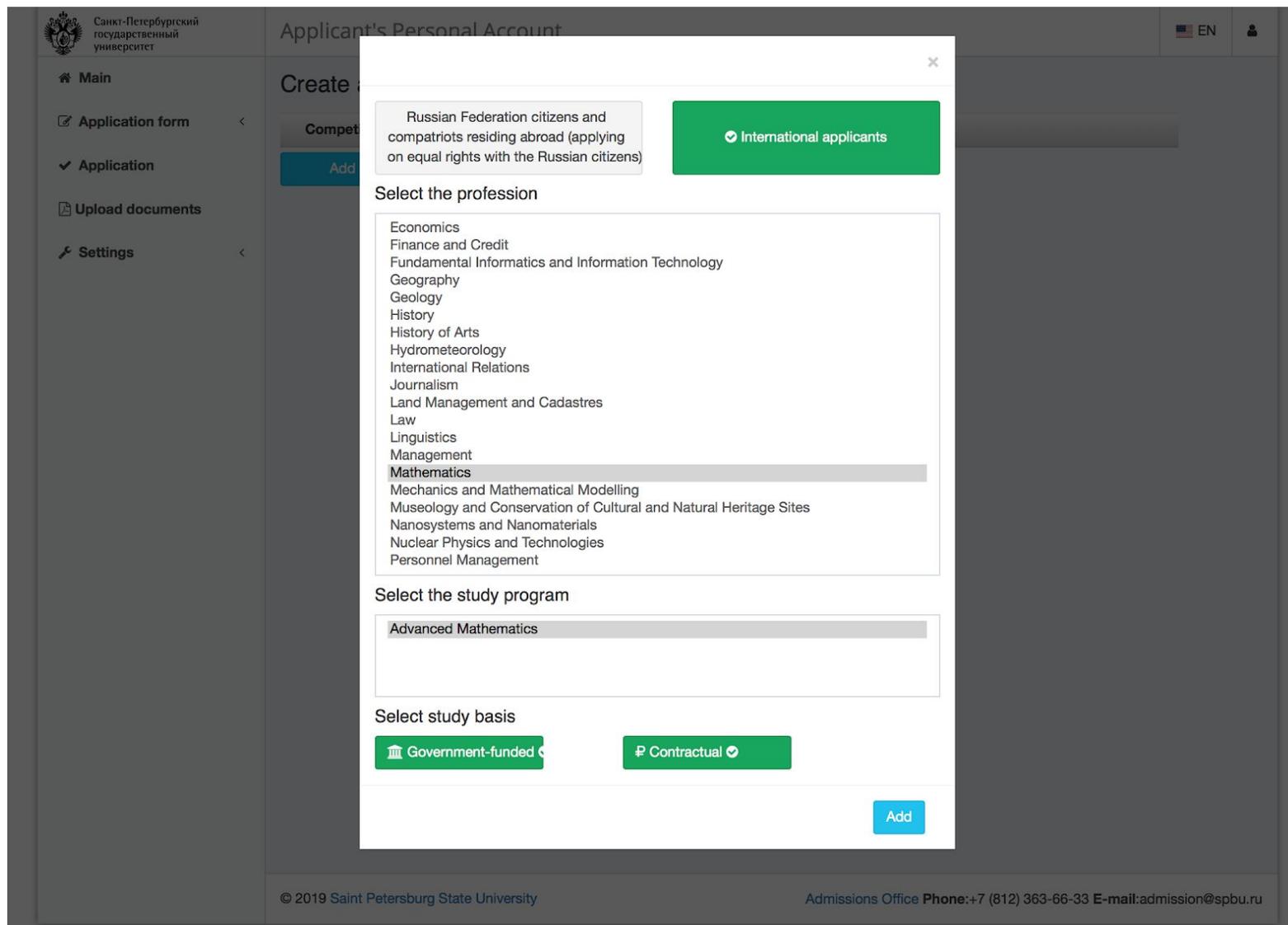
Step 16. You are suggested to add educational programmes. Click «Add».



Step 16.1. Since you are a non-russian citizen, please choose “International applicants”.



Step 16.2. Now choose "Mathematics"...



Step 16.3. .... and “Advanced Mathematics”. You are asked about the study scheme (government-funded or contractual). You can choose both to apply to both schemes simultaneously (this is recommended).

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### Create a new application

Competitions > Priorities > Print

Study area	<b>Mathematics</b>
Educational program	<b>Advanced Mathematics</b>
Profile	<b>No Profile</b>
Faculty	<b>Математико-механический факультет</b>
Education form	<b>Full-Time</b>
Educatuion basis	<b>Government-funded + Contractual</b>
	<input checked="" type="checkbox"/> <b>Competition for Foreigners</b>

[Delete](#)

[Add](#)

[Next >](#)

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Step 17. Here you see a list of chosen programmes. If you want to apply for other programmes (up to 3 in total), please contact us. Otherwise, click «Next».


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 EN
 

**Changing the priority of applications**

[Competitions](#) > **Priorities** > [Print](#)

Applications are sorted in descending order. Applications at the top of the list have the highest priority. If you want to change an applications priority, drag it to the desired position.

Your applications	<b>Master Programs</b>
Profession	<b>01.04.01 Mathematics</b>
Educational Program	<b>BM.5832.2019 Advanced Mathematics</b>
Profile	<b>No Profile</b>
Study Form	<b>Full-Time</b>
Study Basis	<b>Budget</b>
	<b>Competition for Foreigners</b>

Your applications	<b>Master Programs</b>
Profession	<b>01.04.01 Mathematics</b>
Educational Program	<b>BM.5832.2019 Advanced Mathematics</b>
Profile	<b>No Profile</b>
Study Form	<b>Full-Time</b>
Study Basis	<b>Contractual</b>
	<b>Competition for Foreigners</b>

Назад <
Next >

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Step 18. You are asked about the priorities of the chosen programmes. Note that “Budget” means the government-funded scheme. You can reorder the programmes according to your priorities by dragging them around. Click «Next».

Main

Application form

Application

Upload documents

Settings

### View application

Download the application    Удалить    Приоритеты    Редактировать

Print application. Attach signed and scanned application in the window below.

### Competition groups specified in the application

Priority	1
Your applications	<b>Master Programs</b>
Profession	<b>Mathematics</b>
Educational Program	<b>Advanced Mathematics</b>
Profile	<b>No Profile</b>
Study Form	<b>Full-Time</b>
Study Basis	<b>Contractual</b>
Application for state-funded places for foreigners	<b>yes</b>

Priority	2
Your applications	<b>Master Programs</b>
Profession	<b>Mathematics</b>
Educational Program	<b>Advanced Mathematics</b>
Profile	<b>No Profile</b>
Study Form	<b>Full-Time</b>
Study Basis	<b>Budget</b>
Application for state-funded places for foreigners	<b>yes</b>

Last changes were made at: 09.02.2019 0:29:41

Step 18.1. Now your application is completed. Click «Download the application».

Applicant's Personal Account

View application

Download the application    Удалить    Приоритеты    Редактировать

Print application. Attach signed and scanned application in the window below.

Competition groups specified in the application

Priority  
Your applications  
Profession  
Educational Program  
Profile  
Study Form  
Study Basis  
Application for state-funded places for foreigners

Priority  
Your applications  
Profession  
Educational Program  
Profile  
Study Form  
Study Basis  
Application for state-funded places for foreigners

Full-time  
Budget  
yes

Last changes were made at: 09.02.2019 0:29:41

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Step 18.2. Don't be scared by that message! Just choose “Да (yes)”. Then download your application. Print it out, and sign at the last page. It is very important to upload a scanned copy of it in the one of the further steps.

After this step you won't be able to modify any personal information. In case if you need to modify it, you should delete your application, modify information and submit a new application. You can do that as many times as you want, but before the nearest deadline for document submission (Feb. 28 23:59 Moscow time, for the government-funded scheme).

The screenshot shows the 'Applicant's Personal Account' interface. On the left is a vertical navigation menu with items: Main, Application form, Application, Upload documents, and Settings. The main content area is titled 'Load documents' and features a blue 'ATTENTION' banner with a warning icon and the text 'Upload documents in PDF format.' Below this is a list of document categories, each with a status icon: Passport (red), Application (red), Photo (red), Diploma of education (red), HIV/AIDS (red), Medical conclusion about the absence of contraindications for training (red), Application form within the quota (red), Diplomas of winners of intellectual competition (yellow), Publications (yellow), Education abroad (yellow), and Essay (research paper) and motivation letter (red). At the bottom, there are tabs for 'General Documents', 'Essay (research paper) and motivation letter', and 'Withdrawal of the application'. The 'General Documents' tab is active, showing a form with a 'Type of the document' dropdown set to 'Passport', a 'File' field with a 'Choose File' button and 'no file selected' text, an 'Upload' button, and a 'Comment' text area.

Step 19. Now choose «Upload documents» in the vertical menu, and you will see the list of the required documents. This list depends on the scheme you have chosen and on the data you have entered in the previous stages. Upload the documents in PDF format.

**Attention! It is not obligatory to upload the medical certificates right now (Medical conclusion about absence of contraindications for training and HIV/AIDS). However, you have to upload them (translated to Russian) to the Personal Account not later than June 8, 2019.**

- ✓ Application
- 📄 Upload documents
- ⚙️ Settings

**ATTENTION**

Upload documents in PDF format.

- ✓
Passport
- !
Application
- !
Photo
- !
Diploma of education
- !
HIV/AIDS
- !
Medical conclusion about the absence of contraindications for training
- !
Application form within the quota
- !
Diplomas of winners of intellectual competition
- !
Publications
- !
Education abroad
- !
Essay (research paper) and motivation letter

General Documents
Essay (research paper) and motivation letter
Withdrawal of the application

**General Documents**

Type of the document

File  no file selected

Comment

File name	Type of the document	Comment	File size
<a href="#">passport8.pdf</a>	Passport		51,21 Kb <span style="float: right;">✕</span>

Step 19.1. After uploading a document, the respective red exclamation mark turns into a green check mark. Below you can see the list of the uploaded documents.

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государственный  
университет

Applicant's Personal Account

EN

🏠 Main

📄 Application form

Load documents

**ATTENTION**

Step 19.2 The second document called “Application” is crucial. This is a scan of your filled and signed application form, which you were downloading previously. **In case you fail to upload it, you won't be visible to the committee as an applicant to the programme.**

The screenshot shows the 'Applicant's Personal Account' interface. On the left is a navigation menu with options: Main, Application form, Application, Upload documents, and Settings. The main content area is titled 'Load documents' and features a blue 'ATTENTION' banner with a warning icon and the text 'Upload documents in PDF format.' Below this is a list of document categories, each with a status icon: Passport (green checkmark), Application (green checkmark), Photo (green checkmark), Diploma of education (green checkmark), HIV/AIDS (red exclamation mark), Medical conclusion about the absence of contraindications for training (red exclamation mark), Application form within the quota (red exclamation mark), Diplomas of winners of intellectual competition (yellow exclamation mark), Publications (yellow exclamation mark), Education abroad (yellow exclamation mark), and Essay (research paper) and motivation letter (red exclamation mark). At the bottom, there are tabs for 'General Documents', 'Essay (research paper) and motivation letter', and 'Withdrawal of the application'. The 'General Documents' tab is active, showing a form with a dropdown menu for 'Type of the document' (set to 'Passport'), a 'File' field with a 'Choose File' button and 'no file selected' text, an 'Upload' button, and a 'Comment' text area.

Step 19.3 Do not worry (yet) about the two medical documents (translated to Russian). You may submit them later. **But not later than June 8, 2019! Otherwise you won't be admitted to the programme.**

- Application form <
- Application ✓
- Upload documents
- Settings <

!

**ATTENTION**

Upload documents in PDF format.

✕

- ✓
Passport
- ✓
Application
- ✓
Photo
- ✓
Diploma of education
- !
HIV/AIDS
- !
Medical conclusion about the absence of contraindications for training
- ✓
Application form within the quota
- !
Diplomas of winners of intellectual competition
- !
Publications
- !
Education abroad
- !
Essay (research paper) and motivation letter

General Documents

Essay (research paper) and motivation letter

Withdrawal of the application

**General Documents**

Type of the document

Passport

File

Choose File
no file selected

Upload

Comment

File name	Type of the document	Comment	File size
anketa_nosline1.nnn	Application form within		543,09 Kb ✕

Step 19.4 The document «Application form within the quota» is a scanned copy of a filled and signed form that you can download at [https://abiturient.spbu.ru/files/2018/ino/2018\\_anketa\\_zayavlenie\\_ino.docx](https://abiturient.spbu.ru/files/2018/ino/2018_anketa_zayavlenie_ino.docx)

- Main
- Application form
- Application
- Upload documents
- Settings

### Load documents

**ATTENTION**  
Upload documents in PDF format.

- Passport
- Application
- Photo
- Diploma of education
- HIV/AIDS
- Medical conclusion about the absence of contraindications for training
- Application form within the quota
- Diplomas of winners of intellectual competition
- Publications
- Education abroad
- Essay (research paper) and motivation letter

General Documents   [Essay \(research paper\) and motivation letter](#)   [Withdrawal of the application](#)

#### General Documents

Type of the document:

File:  no file selected

Comment:

Step 19.5 Please upload your olympiad winner certificate as “Diplomas of winners of intellectual competitions”, publications as “Publications”, and the English certificate. In case you have a certificate about your knowledge of English (TOEFL, IELTS, etc.), or a certificate that you have studied in English, please upload it as “Education abroad”.

Applicant's Personal Account

EN

Main

Application form

Application

Upload documents

Settings

### Load documents

ATTENTION  
Essay and motivation letter must be in an impersonal form (there should be no name mentioned in the text)

General Documents | Essay (research paper) and motivation letter | Withdrawal of the application

Образовательная программа: **Advanced Mathematics**

Форма обучения: **Full-Time**

**Motivation letter**

**Essay / research work / creative project**

Type of the document: Motivation letter

File: Choose File | no file selected **Upload**

Comment

No files

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Step 20. After uploading all the general documents, go to the tab «Essay (research paper) and motivation letter». **Please ignore the message above about the impersonal form: your documents must NOT be impersonal.** This message is for some other programmes (not for «Advanced Mathematics»).

Upload your motivation letter into «Motivation letter».

**Attention!** Upload the following documents: **essay, CV and (all) recommendation letter(s) as a single merged PDF file** as «Essay/research work/ creative project».

Санкт-Петербургский государственный университет

Applicant's Personal Account

EN

Main

Application form

Application

Upload documents

Settings

### Load documents

**ATTENTION**  
Upload documents in PDF format.

- ✓ Passport
- ✓ Application
- ✓ Photo
- ✓ Diploma of education
- ! HIV/AIDS
- ! Medical conclusion about the absence of contraindications for training
- ✓ Application form within the quota
- ✓ Diplomas of winners of intellectual competition
- ✓ Publications
- ✓ Education abroad
- ✓ Essay (research paper) and motivation letter

General Documents | [Essay \(research paper\) and motivation letter](#) | [Withdrawal of the application](#)

#### General Documents

Type of the document:

File:  no file selected

Comment:

Step 21. Go back to the tab called "General Documents". All the documents are uploaded, except maybe for the two medical documents. (do not forget to upload them before June 6!).

Санкт-Петербургский государственный университет

Applicant's Personal Account

EN

**Main**

- Application form
- Application
- Upload documents
- Settings

### Your admission scheme

- Fill in an application form
- Submit your application
- Master Programs**
  - Advanced Mathematics (Full-Time, Budget) [View](#)
  - Advanced Mathematics (Full-Time, Contractual) [View](#)
- Upload your documents
 

Upload all required documents in the "Upload documents" section or submit them to the Documents Acceptance Board either in person or by general post.

**Please do not forget to attach a scanned copy of your signed application!**

Important! Documents are accepted electronically only through the applicant's Personal Account. Any documents sent by e-mail shall not be taken into consideration.

Postal address: **SPbU Admissions Committee, 7/9 Universitetskaya Embankment, St Petersburg 199034, Russian Federation**

[Upload](#)
- Wait until you are permitted to take part in the competition
 

If you have submitted all the required documents and been permitted to take part in the competition, you will see the status of your application change to "submitted".

A mark signifying that your documents have been viewed and approved by the Documents Acceptance Board will appear in the "Application" section: see the "View your application" page.
- Take admissions tests if required.
 

The schedule of admissions tests is published on the Admissions Committee website [abiturient.spbu.ru](http://abiturient.spbu.ru) in the section devoted to the appropriate level of education (the schedule shall be published prior to 1 June 2019)

Important! If you apply for educational programmes that require taking the admissions tests in the form of a competitive selection of portfolios, please [upload all the necessary documents](#) before the application acceptance deadline.
- Wait for the rating lists.
 

They shall be published on the Admissions Committee website [abiturient.spbu.ru](http://abiturient.spbu.ru) in the section devoted to the appropriate level of education. **Do not forget that to be enrolled you have to submit your original education credential within the established time**

Step 22. Go back to the main page of your personal account. You did three steps. The third one may still be not green, in case you did not upload the two medical documents – do not worry about it. Please make sure that **you have uploaded all the documents of your portfolio, and that all the uploaded documents are correct and up-to-date.**

Congratulations, you are done for now! You can wait until your portfolio is evaluated, and results are published.

If you need any further information regarding admission process, please do not hesitate to contact International Admissions Office of the University by e-mail: [admission@spbu.ru](mailto:admission@spbu.ru)

We also invite you to consult [this page](#) and write an e-mail to [recognition@spbu.ru](mailto:recognition@spbu.ru) regarding legalization and translation of your education and medical documents. **In case you are selected for admission, you will need to make sure to submit them by June 8 (July 6 for the fee-paying positions).**

For any questions regarding the educational programme “Advanced Mathematics”, please write an email at [math.msc@spbu.ru](mailto:math.msc@spbu.ru) We are happy to assist you!