

# Educational Institution Grodno State Medical University



## Written Rules and Information for 1<sup>st</sup>- year International Students

230009 Grodno,  
80, Gorkogo Str.  
e-mail: [foreign@grsmu.by](mailto:foreign@grsmu.by)



# WELCOME TO THE GRODNO STATE MEDICAL UNIVERSITY!



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## LEGISLATIVE NORMS and REGULATIONS FOR INTERNATIONAL STUDENTS



**International citizens must follow the laws of our country and are obliged:**

- *to respect and observe* the Constitution of the Republic of Belarus and other legislative acts of the Republic of Belarus, have respect for its national traditions, while staying on the territory of the Republic of Belarus;
- *enter* the Republic of Belarus having a visa, a valid passport and a migration card and move out of the Republic of Belarus having valid documents;
- *to register* within **5 days** (except for Sunday, national public holidays and feast days, proclaimed by the President of the Republic of Belarus as days of rest) in the registration authority in accordance with the place of actual temporary residence;
- *to reside* in the Republic of Belarus only in the residence place, that was stated in the documents by the registration authorities;
- *to register* in case of changing the residence place within **5 days** (except of Sundays, national public holidays and public holidays, proclaimed by the President of the Republic of Belarus as days of rest) in the registration authority in accordance with the place of new temporary residence;
- *to come to* the University Dean's Office of International Students for prolonging temporary registration validity not later than **20 days before the registration expires** (i.e. becomes invalid);
- *to depart* the Republic of Belarus within 15 days on the expiry of temporary residence period, determined for a certain foreign citizen or in case of expulsion from the University;
- always have a passport with you.

**Thus, being here international students must be registered on due time.**

## **VIOLATION OF NORMS AND DEPORTATION**



**Violation of the legislative norms and regulations, stated above, can lead to legal liability in conformity with Article of Law No 23.55 (Part 1) of the Code of Administrative Violation of the Republic of Belarus, which includes a penalty in the form of warning or a fine up to 50 baseline rates (equivalent to 1275 Bel.rub. this year) with deportation or without it.**

**The shortening of the temporary residence period or cancellation of the permission for temporary residence in the Republic of Belarus with the subsequent deportation or dispatch from the Republic of Belarus regarding a foreign citizen or a stateless person can also take place in case of repeated violation of the legislative laws of the Republic of Belarus such as:**

- **an intentional bodily injury infliction**, which did not result in short-term health disorder or insignificant disability;
- **petty larceny** of someone's properties in a way of theft, swindle, as well as an intention to carry out such a larceny;
- **a deliberate appropriation of somebody's property, found by you;**
- **an intentional destruction or damaging of some properties**, which resulted in insignificant harm infliction, if those actions don't present a constructive crime;
- **disorderly conduct** (using obscene words in public places, insulting bothering of the citizens and other intentional actions, that break the fixed public order, activities of organizations or public tranquility, and are presented as actual disrespect to the society);
- **drinking alcoholic or light alcoholic drinks as well as beer** in the street, at a stadium, in public gardens and parks, public transport and other public places (except for the places, intended for drinking alcoholic or light alcoholic drinks as well as beer), appearing drunk in public places, so insulting human dignity and morality;
- **smoking in forbidden public places;**
- **bribing or taking bribe and committing other corruption delinquencies;**

and other ways of the violation of Belarusian legislation.



## FEES

### 1. REGISTRATION FEE

- For this purpose you must submit your passport to the senior employees of the Dean's office – senior executive *Olga Nikolaevna YEVETZ* and *Tatyana Mikhaylovna CHERKASOVA* one month before the expiry date and pay the registration fee – 3 baseline rates, i.e. 76.50 Bel. rubles nowadays in the bank.

• **Overdue registration will result in being charged and then deported to your country at your own expence.** Students must reside at the address registered in the passport. Residence in any other place will result in being charged (**1 baseline rate, i.e. 25.50 Bel. rubles and more nowadays**) or stay at another address visiting somebody not late that 10 p.m.

### 2. HOSTEL RESIDENCE FEE

• **Advance sum of the hostel residence fee (600 bel. rubles) must be paid up to the 15<sup>th</sup> of September (0,1% of the amount due for each day exceeding payment deadline)** and when this advance sum is over then you will pay month by month. You must know that you pay for the previous month.

### 3. TUITION FEE

• **Tuition fee** for 1st-year international students with English medium of instruction is 4500. It is paid in two parts (one part 2250 US \$ is paid **within 15 days from the date of signing the Admission Agreement**, the second part 2250 US \$ is paid from *February 01, 2020 till March 01, 2020*). In case if a student does not pay on **due time**, he (she) is charged a penalty (fine) (**0,1% of the due amount for each day exceeding payment deadline**).

• **Students are expelled from the University because of overdue tuition fee for a new academic year, debt in tuition fee or hostel fee for a previous academic year, large penalty (fine) for a previous academic year.**

### 4. UNEXCUSED (INVALID) PERMIT NOTES

• In case of an **unexcused (invalid) absence** at classes students must make up the full - minutes practical class or lecture and besides, must pay for such making up missed classes before getting unexcused (invalid) reason permit note. *The procedure of payment is as follows:*

- *to come to the Dean or Vice-Dean* for calculating the sum to be paid to account **BY80AKBB363290000067400000** in “Belarusbank”;

- *then to come back with the receipt from the bank and receive* invalid reason permit note.

• The cost for making up missed **practical** classes is **7** Belarusian rubles for **1 academic hour which is shorter than an astronomic one.** (e.g. real duration of the class (double period) is 1 hr. 30 min; it is equal **2 academic hours**). The cost for making up missed **lecture** is **8** Belarusian rubles for **1 academic hour**.

• The duration of each lecture is **1,3 academic hr. in the 1<sup>st</sup> – 5<sup>th</sup> years and its actual cost is 10.40** Belarusian rubles. In the **6<sup>th</sup> year** the duration of the lecture is **2 academic hrs** and its cost is **16** Belarusian rubles.

**5. PREVENTIVE MEDICAL EXAMINATION** once a year is obligatory.

It costs about 40 U.S. \$.

**6. INSURANCE** is necessary for registration of temporary residence in Belarus.

We recommend you to buy insurance policies from Belarusian insurance companies Belgosstrakh and Belexingarant in order to have guaranteed treatment in case of emergencies!

# MEDICAL EXAMINATION

## 1. Medical examination for permission to study and reside in hostel:

- HIV-blood test, blood and urine counts;
- examination by medical professionals (4a, Vatutina Str.,----->);
- Medical permission to reside in a hostel is given in **the University Health Unit (11, BLK, hostel NO 5)**. If you are planning to live in a hostel come with your agreement “On renting residence premises in a student’s hostel”) there and receive a medical stamp on it.



## 2. Annual preventive medical examination

- common blood count and urinalysis;
- HIV-blood test and **X-ray examination (beforehand!)** if their validity is over;
- examinations by medical professionals (dentist, dermatologist, ENT-doctor and therapist).

## 3. Medical examination to receive permission for practical training in Grodno in the 3rd - 5th years of studies

- it will be combined with the preventive examination according to the schedule and added by blood tests for hepatitis types HCV and HB<sub>s</sub>AG (3<sup>rd</sup> – 5<sup>th</sup> academic year) and additionally pathogenic intestinal microflora for the 5<sup>th</sup>-year students.

## 4. Vaccination (immunization) for the flu prevention

- it is mostly advisable and recommended to foreign students as well as to Belarusian students to undergo the vaccination against influenza (the grippe) from October to January;
- You should have passport with you and money as vaccination must be paid
- According to the Statute of the Public Health Care Ministry all health care workers to whom medical students belong (as they have classes at the clinical Departments in hospitals and have contacts with patients) **MUST** undergo vaccination (immunization) for the flu.
- In addition it is necessary for the 1st-year students for better adaptation to our climate.

HIV test is valid with 1 year if a student constantly stays in Belarus.  
But if you go to your native country or abroad, you must have HIV-blood test done immediately after return.  
Chest X-ray is valid within a year.

**PLEASE, DO NOT WAIT FOR BEING LOOKED FOR. YOU MUST DO IT BY YOURSELVES AS YOU KNOW THIS RULE.**

### Health (Therapist's) Centre

If you are ill you can:

- go to the Health (Therapist's) Centre, located in Belarusian hostel No 5 (11, BLK); 55 20 08; 55 20 07 or call in a doctor from Polyclinic 4 (registration desk 483667).

The cost of the first reception by the therapist is **13.80 Belarusian rubles**. The second reception is **9 Belarusian rubles**. You should pay for the reception in a bank.

## CLASSES AND ATTENDANCE

**Academic year and studies begin from the 1<sup>st</sup> of September.**

- **Students must be well prepared for classes and be on time in the classroom.** They are required to do all homework in different subjects, to enrich knowledge regularly. They are expected to pass exams **at first attempt.**

- **Attendance of both practical classes and lectures is compulsory at our University.** Any absence may have a negative effect on student learning and progress, so our expectation is that students will be in class **regularly and without being late.** Students should not miss classes except for **excused (valid) reasons, such as illness, accidents, or participation in officially approved university activities** (*all reasons and proofs must be submitted in written form as well as application letter containing your request to give an excused permit note and reasons for this*).

- **Being late is forbidden and equal to missing classes, although you can and must be present at the lesson.**

Between the parts of a lesson students have some minutes break (interval).

- **Students are not allowed to be late for the second part of their class as well as for the beginning of the class.**

There should be the **leader (monitor)** in each group who must appoint a person on duty in class and be responsible for the order in the



group at any Department and for a **quick and urgent contact with the Dean's office and any lecturer.**



- An individual's dress, personal appearance, and cleanliness, as well as student's behavior, demonstrate his/her respect to other people. **Students are supposed to be appropriately dressed.** Clothes (garment) should be clean, not indecent. No coats, jackets, caps, and other out-wear garments may be worn in class. Students are expected to

leave their outwear clothing in the cloakroom. At the clinical Departments students must wear medical gowns, caps **and exchangeable footwear.** You should be dressed according to place and weather taking care of your health.

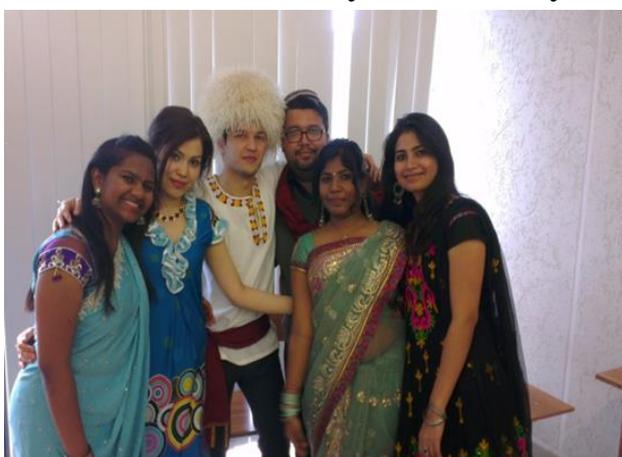
No summer clothes and footwear when temperature is low. In this case you should wear warm things.



- Students can leave the classroom only at the end of their class when the instructor gives the permission.

- Learning **Russian** is rather important and necessary for you. First of all for communication in

the Russian speaking country where you will reside for 6 or 7-8 years and for having practical training beginning from the third year. From the third year you should speak Russian in the Dean's office as well as in any other office of the University and our city.



- **No personal cell phones** (mobile phones) are allowed in class: students are expected to keep them on silent regimen or off and put the phone into their bag. It is not allowed to send messages. Emergency calls to and from parents should be made after classes or before.

- When students are absent within one or more classes, it is their duty to inform the Dean's office of the absence reason. **Absence should be authorized within one week.** Students are required to receive and present the permit note to their lecturers for all missed classes.



- In case of excused (valid) absences, students will be expected and allowed to make-up missed lesson in a reasonable amount of time and free of charge.
- You should always remember that if **you have not made up missed classes by the end of the semester you will not get the stamp in your student's Record book - "permitted to exams"** and will not be allowed to start examination session with your group and it will be equal to failure of an exam at the first attempt.
- **Do not lose your student's Record book because it is very difficult to restore it and as well as your student's Identification Card which is necessary to get to the University through tourniquet.**

## EXPULSION

The University is eligible to discontinue training of a specialist if a student:

- does not pay a tuition (school) fee on due time;
- has academic failure in 3 subjects without a valid reason;
- does not make-up academic failures on due time;
- does not attend classes and lectures within 30 days without a valid reason;
- repeatedly violates Registration Rules, Inner University and Hostel Rules and Laws of Belarus.



## GOOD MANNERS OF BEHAVIOUR

- Leave your over wear (overcoats, outer clothing) in the cloakroom.
- Keep calm and silence, no loud laughing, shouting and speaking in the library, reading room, classrooms, corridors, any office, and the canteen (University cafeteria).
- Greet all people while in the University.
- Treat your textbooks carefully, clean and tidy.
- Always have you student's identification card (ID) with you.
- Don't leave your bags, school bags, rucksacks, packets and any other things without control, supervision and care.
- Cross streets by light signal (traffic light) and in due place – zebra crossing
- Punch a ticket in buses and trolleybuses in case if you don't have a monthly ticket.
- Keep your rooms and kitchens clean and tidy. Clean away a mess and throw away rubbish (garbage) regularly.
- Switch off you electric cookers after cooking as well as other electric devices and light.
- Be always well-dressed, washed and good looking.
- No smoking in the hostel and
- near the University



**Remember that you are future doctors!**

## EXTRA-CURRICULAR ACTIVITIES

The purpose of extra-curricular activities is to develop and strengthen friendly relations between students, spirit of internationalism, manifestations of peace and tolerance, to increase their interest in history and culture of the Republic of Belarus, to create conditions for the implementation of their creative projects in various fields of the University life.



### Different University and Faculty events to participate in:

- Traditional Knowledge Day (September).
- Concert program “Welcome, freshmen!” (September).
- Gala concerts (whole year)
- Competitions: The student of the year; Mr. and Miss of University or



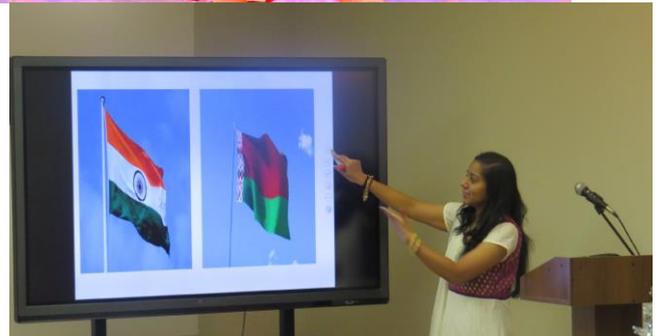
Faculty, Competition of national dishes; wall newspaper competitions (winter-spring)



- Student festival of national cultures (spring)



- Exhibitions of art and crafts (whole year)
- Excursions, visits to theaters, cinemas, museums (whole year)



- KVN (spring)
- Russian language competition (spring)
- Competition of

declamatory skills (winter-spring)

- Student conferences (whole year)
- Olympics in different subjects (whole year).
- Sports competitions (whole year)



## SPORTS CLUB «MEDIK»



The goal of this sports club is to create all facilities to satisfy sport interests of students, interns, employees and academic staff.

The time table of sports sections is located in the main University building on the 1<sup>st</sup> floor near the Department of Physical Training and Sport.

There are the following sports sections: chess, draughts, kettlebell lifting, arm-wrestling, athletics, volleyball, basketball, judo, tourism, ping pong, football, badminton, swimming and bodybuilding.

Sports gyms are located at:

- main building (80, M. Gorky Str.)
- biological building (19, Vilenskaya Str.)
- study building (81, M. Gorky Str.)

## STUDENTS' CLUB

Students' club is the center of communication, spiritual development and active leisure time of students.

### HOBBY GROUPS:

- Dancing Group «Almadea»
- Contemporary Dance Group
- Drama Group «Arsmedicus»
- Fashion Studio  
«СОВЕРШЕНСТВО»
- Pop-Singing Group
- Instrumental Music Group
- Music Band «Oneway»
- Soundman Studio  
«Soundworkers»

### AMATEUR GROUPS:

- Internation Friendship Club  
«Эврика»
- Craft Organization  
«Goldenarms»
- International Cuisine
- Musical Saloon
- Poetry and Prose Club  
«Катарсис»
- Intellectual Games Club

## CANTEEN AND FOOD



There is a canteen in the main University building. Moreover, small canteens are located in the laboratory and biological buildings.

## IN HOSTEL

### Daily Schedule

1. Entrance of people living into the hostel is only with a permit document (propusk) - 6 a.m. - 12 p.m.
2. Visits of relatives or friends (if it is allowed) giving/showing documents to the receptioner - 3 p.m. - 10 p.m.
3. Cultural events - 7p.m. - 11 p.m.  
Sunday 4p.m. - 11 p.m.
4. Bedclothes changing is once per week according to the schedule.

Students are expected to keep and must keep their rooms as well as public places, i.e. kitchens, a toilet, shower room, corridors clean. Students must be on duty by turn according to the schedule in the block of rooms and clean **their** cooker, tables and take away rubbish (litter).

It is forbidden to make any noise (playing music, singing, dancing, speaking loudly, receiving visitors, etc.) after 22o'clock (10 p.m.).

You should observe general regulations from "Fire Safety Measures".



### Fire Safety Measures

#### The Tenant/Resident of hostel is forbidden to:

- 1) smoke in the hostel territory and in housing premises;
  - 2) leave without supervision alive TV-sets, tape recorders, radio receivers, irons and other household appliances;
  - 3) use faulty wall sockets, switches, lighting boxes, plug forks, an electrical wiring with damaged isolation;
  - 4) use electric heating equipment for premises and cooking meals right in the housing premises; use boilers, electric kettles, heaters, microwave ovens, rice cookers, multicookers, irons;
  - 5) cover lamps with fabric or paper;
  - 6) switch several electro devices at the same time;
  - 7) come into under the influence of alcohol and keep or drink alcohol in the hostel premises;
- In case of any revealed violations a hostel instructor (vospitatel) or a hostel supervisor (commendant) or an official, replacing them, should be informed immediately.

ЭКСТРЕННАЯ ПОМОЩЬ	
О ПОЖАРЕ ЗВОНИТЬ	101
МИЛИЦИЯ	102
СКОРАЯ ПОМОЩЬ	103
АВАРИЙНАЯ ГАЗА	104

### PHONES OF EMERGENCY SERVICES:

"101" - rescue and fire department;

"102" - police;

"103" - ambulance;

"104" - emergency gas service.

More information you can find in the Agreement "On renting residence premises in a student's hostel" and in the **Instruction for Fire Safety Measures in Hostel Premises.**

# LOCATION OF UNIVERSITY BUILDINGS AND THE ROUTES TO THEM

## 1. MAIN ADMINISTRATIVE BUILDING (Gorkogo Str., 80 – near the hostel No 3 and 5)

SUBJECTS studied there in the 1<sup>st</sup> year:

- *Medical and Biological Physics, Computer Science* – THE 3<sup>RD</sup> FLOOR (detailed schedule is at the Information Board near **room 314**);

- *General Chemistry* – THE 4<sup>TH</sup> FLOOR (detailed schedule is at the Information Board near **room 431**);

- *Latin* – THE 4<sup>TH</sup> FLOOR (detailed schedule is at the Information Board near **room 414**);

- *History of Belarus* – THE 4<sup>TH</sup> FLOOR (detailed schedule is at the Information Board near **room 423**);

- *Ideology, Political Science* – THE 4<sup>TH</sup> FLOOR (detailed schedule is at the Information Board near **room 423**).



## LOCATION OF LECTURE ROOMS

Number	Location
1,2,3,4,5,6,9	Main building, 1st floor
10,12,14,15,16	Main building, 5th floor
17,18,19	Study building (81, M. Gorky Str.)
7	Laboratory building (4, Bolshaya Troitskaya str.)
8	Biology building (22, M. Gorky Str.)
13	Infectious Hospital (57, BLK)



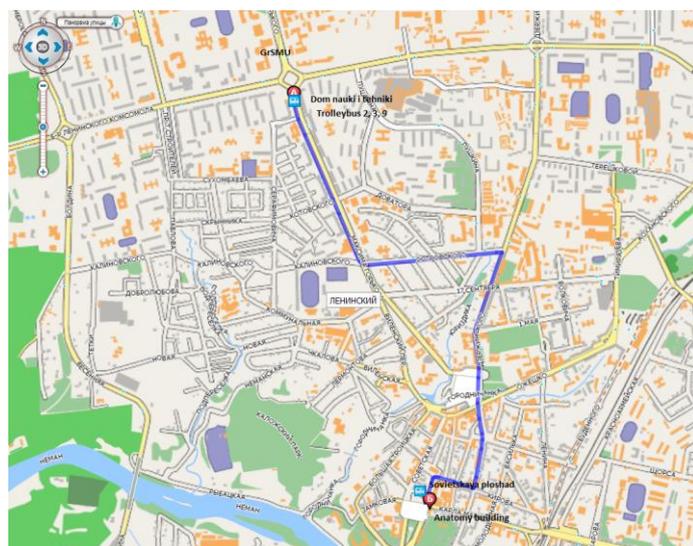
## 2. ANATOMY BUILDING (str. Karla Marksa, 1)

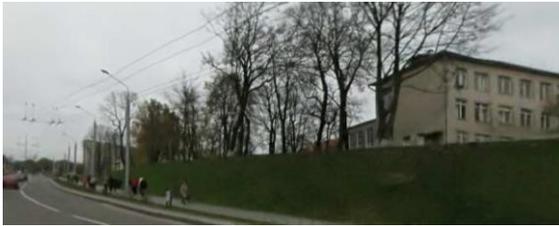
SUBJECTS studied there in the 1<sup>st</sup> year:

- *Human Anatomy*

To get to Anatomy Building take trolleybuses №2, 3, 9 at bus stop “Dom nauki i tehniki”, get off at the final stop “Sovietskaya ploschad” (see the next picture).

### The Route to the Anatomy Building





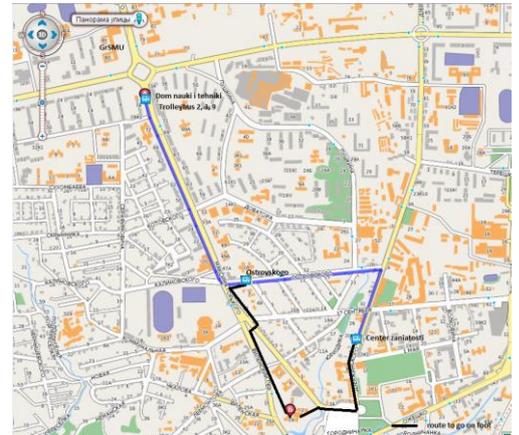
### 3. BIOLOGY BUILDING (19,Vilenskaya Str.)

**SUBJECTS studied there in the 1<sup>st</sup> year:**

- *Medical Biology and Genetics*

To get to Biology building take trolleybus №2, 3, 9, get off at stop “Ostrovskogo” or “Center zaniatosty”; go on foot (see the next picture).

#### The Route to the Biology Building



**4. Hospital No 1 – Department of Propaedeutics of Internal Diseases** (Take trolleybus №2, 3, 9, get off at stop “Ostrovskogo” or “Center zaniatosty”; go on foot)

**Subject – Fundamentals of Nursing Care (1 semester)**

**5. Emergency Hospital, Department of Surgical Diseases II** (115, Sovietskich Pogranichnikov Str.– take trolleybuses 8,10, 14,15 bus stop “Medical University”, get off at stop “Emergency Hospital”)

Subject: First Aid (2 semester)



### 5. LABORATORY BUILDING (4,Bolshaya Troitskaya str.)

**SUBJECTS studied there**

**in the 1<sup>st</sup> year:**

- **Histology, Cytology And Embriology**

It takes 5 minutes to go on foot from the Biology Building (see the next picture).

#### The Route to the Laboratory Building



**6. Study Building (81, M. Gorky Str.) – the Department of Russian and Belarusian languages, Department of Operative Surgery and Topographic Anatomy** (opposite the administrative building).

## LOCATION OF DEPARTMENTS IN HOSPITALS

<b>Department</b>	<b>Medical Institutions</b>
Surgical Diseases I	Grodno Regional Clinical Hospital (52, BLK)
<b>Surgical Diseases II</b> (Discipline – First Aid)	Emergency Hospital (115, Sovetskikh Pogranichnikov Str)
<b>General Surgery</b> (Discipline – General Surgery)	Hospital 4 (89, Ya. Kupala Av.)
Outpatient Therapy	Polyclinic 6 (25, Limozha Str) Polyclinic 4 (46/1, Vrublevskogo Str) Polyclinic 1 (13, Lermontova Str) Grodno Central Polyclinic (3, Transportnaya Str) Professorial Advisory Centre (4a, Vatutina Str)
<b>Propaedeutics of Internal Diseases</b> (Disciplines – Fundamentals of Medical Nursing and Propedeutics of Internal Diseases)	Grodno Regional Clinical Hospital of Medical Rehabilitation (2, Kommunalnya) Hospital 3 (59, BLK)
<b>Simulation Centre</b> (for practical skills training)	Biochemical Institute (50, BLK)

## STAFF OF THE DEAN'S OFFICE

email: [foreign@grsmu.by](mailto:foreign@grsmu.by)



**Ludmila Nikolaevna  
Hushchyna**  
Vice-Dean,  
Assoc. Prof., PhD  
+375 152 44 68 24



**Aleksander  
Aleksandrovich  
Stenko**  
Dean,  
Assoc. Prof., PhD  
+375 152  
44 68 42



**Nadezhda  
Alekseevna  
Mishonkova**  
Vice-Dean for  
extra-curricular  
activities, senior  
teacher  
+375 152 44 36 79



**Olga Nikolayevna  
Yevets**  
Officer responsible for  
registration and visa  
+375 152 44 68 24



**Victoria Mikhaylovna  
Autukh**  
Officer responsible for  
English-speaking students  
and medical check-up:  
+375 152 44 68 24



**Olga Olegovna Moroz**  
Officer responsible for  
2, 4, 5  
+375 152 44 68 24



**Natalya  
Maryanovna  
Gaidukevich**  
Officer responsible  
for 1, 3, 6  
+375 152 44 68 24



**Tatyana Mikhaylovna  
Cherkasova**  
Officer responsible for  
registration and visa  
+375 152 44 68 24

More information  
you can find on the  
official web-site of  
our university –  
**[www.grsmu.by](http://www.grsmu.by)**

P.S.

*Dear 1<sup>st</sup>- year students!*

*You are expected to be active in extra curriculum activities – sports, concerts, festivals and other artistic activities, competitions, excursions as well.*

*We think it is really an action of your bravery – moving to another country and entering foreign medical university!  
We hope you come to our University to become good students and then well-qualified physicians. Good luck to you!*

*Dean's Office*