

Educational Institution «Grodno State Medical University»



Written Rules and Information for the 1st - year International Students

230009 Grodno,
80, Gorkogo Str.



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 visa, an applicable passport and a migration card and move out of the Republic of Belarus having valid documents;
- *to register* within **5 days** (except for days off, 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 for days off, 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 stops being valid;
- *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 passport with you.

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

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 the law of the Republic of Belarus, which includes a penalty in the form of warning or a fine up to 50 baseline rates (equivalent to this year 1150 Bel.rub) 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 firm 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 legislation of the Republic of Belarus violation.



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. 69 Bel. rubles**

nowadays in the bank.

- **Overdue registration will result in being charged and then deported to your country for your own account.**
- 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. 23 Bel. rubles and more nowadays**) or stay at another address visiting somebody not later than 10 p.m. .

2. HOSTEL RESIDENCE FEE

- **Advance sum of the hostel residence fee (600 bel. rubles) must be paid up to the 15th 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 international students with English medium of instruction is **4400**. It is paid in two installments (one part **2200 US \$** is paid till *September 30, 2017*, the second part **2200 US \$** is paid from *February 01, 2018* till *March 01, 2018*). In case 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** 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 **BY80AKBB36329000000674000000** 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 **6, 2** Belarusian rubles for **1 academic hour which is longer than astronomic one. (e.g. real duration of the lesson is 1 hr. 40 min; it is equal 2 academic hours)**. The cost for making up missed **lecture** is **7,5** Belarusian rubles for **1 academic hour**.
- **The duration of each lecture is 1,3 academic hr. in the 1st – 5th years and its actual cost is 9, 75 Belarusian rubles. In the 6th year the duration of the lecture is 2 academic hrs and its cost is 15 Belarusian rubles.**

5. PREVENTIVE MEDICAL EXAMINATION once a year is obligatory.

It costs about **70 - 80 U.S. \$.**

MEDICAL EXAMINATION

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

- HIV-blood test, chest X-ray examination;
- examination by medical specialists (4a, Vatutina Str.,

----->;

- Medical permission to reside into a hostel is held in the University Health Care Unit (11, BLK). If you are planning to live in a hostel come with your agreement “On renting residence premises in a student’s hostel”) there.



2. Preventive medical examination

- common blood count and urine analysis;
- HIV-blood test and X-ray examination if their validity is over;
- examinations by medical specialists (dentist, dermatologist, ENT-doctor and therapist).

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

- it will be combined with the preventive examination according to the schedule and added by tests for hepatitis types HCV and HB_SAG (3rd – 4th academic year) and additionally pathogenic intestinal microflora for the 5th-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 Statue 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 1 year if a student stay constantly in Belarus. But if you did not go to your native country and somewhere else. If you did then you must have HIV-blood test done immediately after return and next in 6 months.

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.

CLASSES AND ATTENDANCE

Academic year and studies begin from the 1st 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 presented 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.**





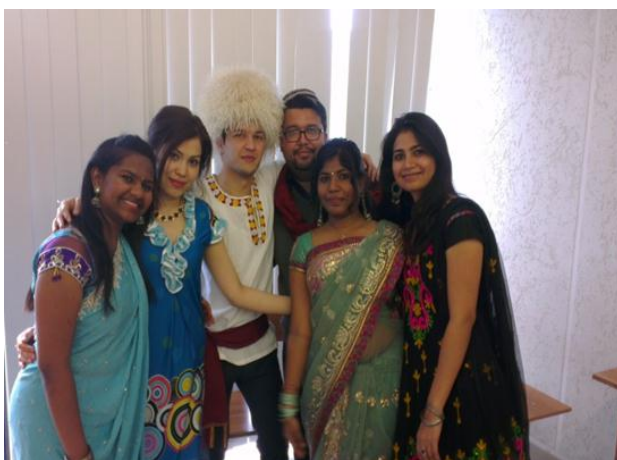
- An individual's dress, personal appearance, and cleanliness, as well as student's behavior, demonstrate his/her respect to other people. **Students are supposed to be appropriately dressed.** Dress and grooming should be clean, not indecent. No coats, jackets, and outdoor-wear garments may be worn in class. Students are expected to leave their overclothes in the cloakroom. Students may be sent home if their attire is deemed inappropriate by an official. No special uniforms are required at our educational institution. But you should be dressed according to place and to the weather taking care of your health. No summer clothes and footwear when temperature is low. In this case you should wear warm things.

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- 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.



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- **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. No sending messages are allowed. 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.

EXTRA-CURRICULAR ACTIVITIES

The purpose of extra-curricular activities: 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)



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. kitchen, toilet, shower room, corridor 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 obliged not 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;
 - 5) cover lamps with fabric or paper;
 - 6) switch several electro devices at the same time;
 - 7) come into a hostel in a drunken state 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” - fire service;

“102” - police;

“103” - emergency medical service;

“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)

SUBJECTS studied there in the 1st year:



- *Medical and Biological*

Physics – THE 3RD FLOOR (detailed schedule is at the Information Board near **room 314**);

Russian – THE 5TH FLOOR (detailed schedule is at the Information Board near **room 521**);

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

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

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

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

Lecture Rooms:

Room 9 – the 1st floor

Room 3 – the ground floor

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

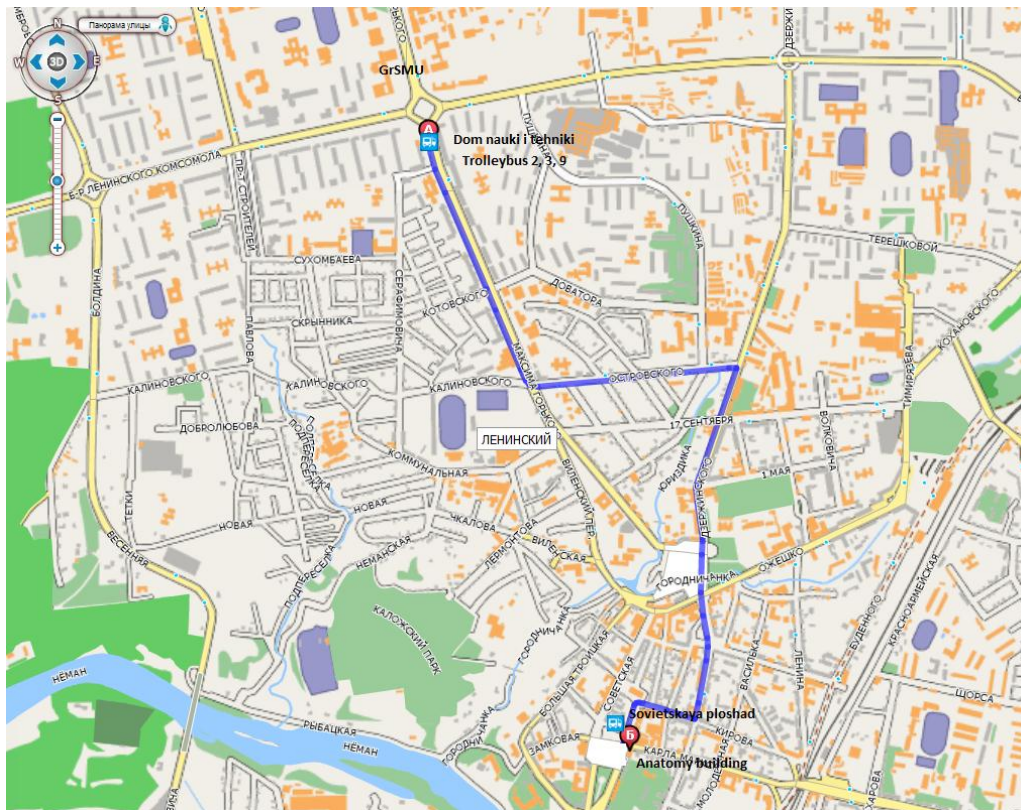
SUBJECTS studied there
in the 1st year:

- *Human Anatomy*

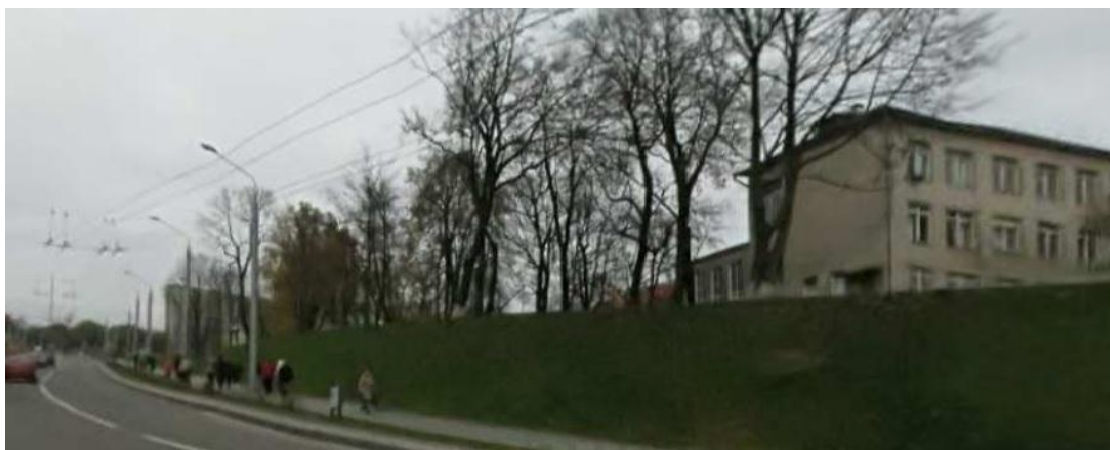
To get to Anatomy Building take trolleybuses №2, 3, 9 at bus stop “Dom nauki i tehniki”, get off at the final stop “Sovietskaya ploschad” (see the next picture).



The Route to the Anatomy Building



3. BIOLOGY BUILDING (Vilenskaya str, 19)



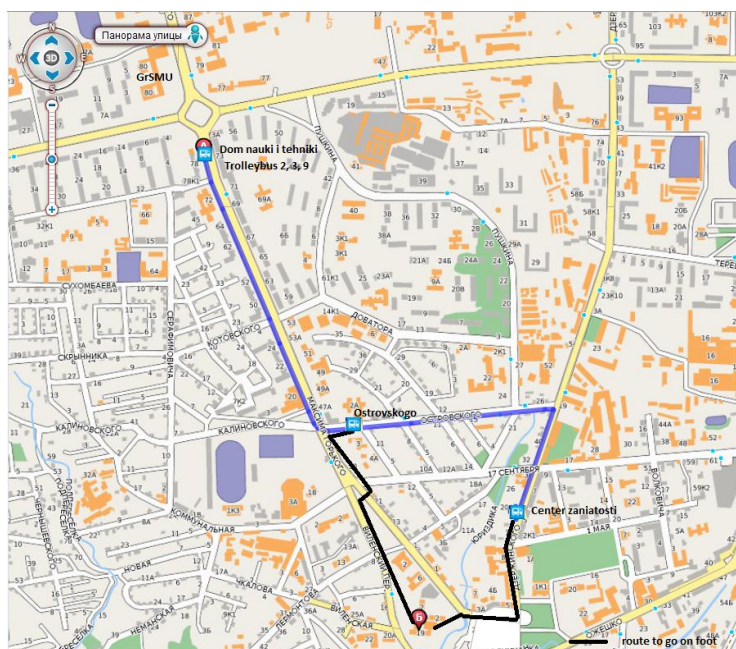
SUBJECTS studied there in the 1st year:

- *Medical Biology and Genetics*

LECTURE ROOM 8

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 I
(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)

6.LABORATORY BUILDING (Bolshaya Troitskaya str., 4)

SUBJECTS studied there in
the 1 st year:

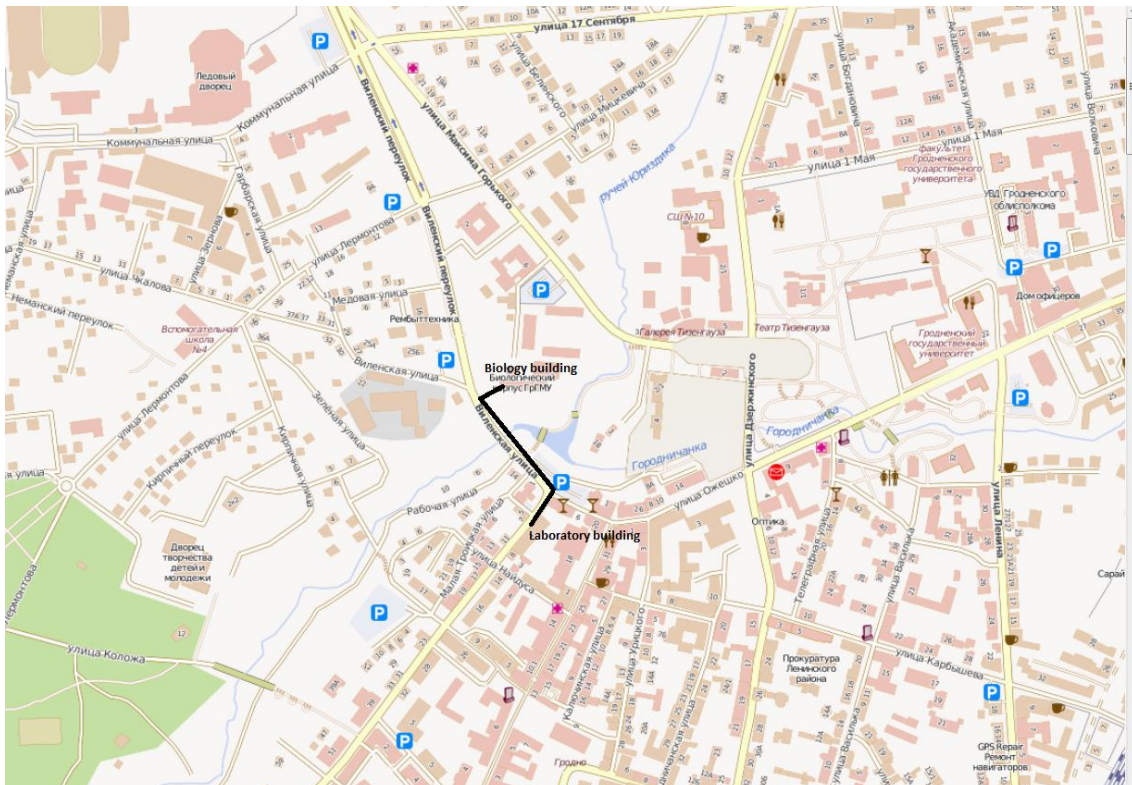
- **Histology, Cytology
And Embriology**



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

Lecture room - 7

The Route to the Laboratory Building



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More information
you can find on the
official web-site of
our university –
www.grsmu.by

P.S.

Dear 1st- 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