FAQ Trilateral Master Energy Technology

A. Application and Admission

1. What are the requirements to become a candidate for the Trilateral Master Degree Programme?

The candidates for the Trilateral Master Degree Programme need at least a Bachelor’s degree from one of the participating institutions or equivalent. One of the participating institutions verifies the equivalency.

Students with a SPbPU degree have to apply for the Trilateral Master Degree Programme at SPbPU; the students with the LUH degree have to apply at LUH; and the students with the LUT degree have to apply at LUT. The applicants with the Bachelor degree from non-partner institutions can apply to either the LUT, SPbPU or LUH.

Candidates who have passed through the preliminary selection can be admitted to the entrance examinations at the university they applied for at the discretion of that university, to prove their professional as well as personal qualifications for the Trilateral Master Degree Programme. The results of the examination will be recorded in writing, discussed by the joint commission and eligible candidates will be selected for the programme.

2. On which criteria will the candidates be selected?

The selection of students is based on their academic qualifications. The requirements in detail are:

- A Bachelor Degree or equivalent in Energy Technology, Mechanical Engineering or equivalent which can be recognized in accordance with Russian National Law of Education or Finnish or German national law.
- Passing of an entrance examination.
  - SPbPU:
    - Online exam on professional field
    - Skype interview with program coordinator
- Language test certificate. The student is required to present a language test certificate as proof of his/her English language skills. NOTE: A language certificate from student’s home university is not accepted.

3. When is the deadline for application?

The application deadline at LUT, SPbPU and LUH is May 31st for all students.

4. What documents are needed for an application and where should I send them?

Students applying for the programme at LUT:

- Bachelor Certificate/Diploma or – if not available at the moment of application – certificate with credit points and overall average grade;
- Curriculum Vitae;
- Letter of application with motivation;

All documents should be sent by post to:
Lappeenranta University of Technology, Admissions Services, Skinnarilankatu 34, FI-53850 Lappeenranta, FINLAND.

Students applying for the programme at SPbPU:

- Admission procedure:
  http://english.spbstu.ru/education/admissions/admission-procedure/
- Completed application form
- Bachelor Diploma or equivalent and transcript of records to it (copy);
- Scan-copy of the international passport (photo, date and place of birth)
- Curriculum Vitae;
- Letter of application with motivation;
- Documents confirming previous education translated into Russian or English language;
  http://english.spbstu.ru/education/admissions/application-form/

All documents should be sent by e-mail: interadmission@spbstu.ru
All documents should be submitted by arrival to SPbPU: 195220 Russia, St. Petersburg, 28, Grazhdansky pr., office 228
Students applying for the programme at LUH:
- Bachelor Certificate/Diploma or – if not available at the moment of the application – certificate with credit points and overall average grade;
- Curriculum Vitae;
- Letter of application with motivation;
- Attested copy of previous education, translated into English

All documents should be sent by post to: Leibniz Universität Hannover, Immatrikulationsamt, Welfengarten 1, 30167 Hannover

5. What important aspects of enrolment should I mind?

Students admitted to the Trilateral Master Degree Programme should be enrolled for the whole period of the programme at their home university. Home university is the university the students applied for and were admitted to this programme. Additionally, the student should be enrolled for no less than one year at LUH (students from LUT and SPbPU), LUT (students from LUH and SPbPU) and SPbPU (students from LUH and LUT).

The non-Russian Bachelor Certificate must be acknowledged at the SPbSPU according to the established procedures before the first semester of studies. The recognition procedure requires an individual application. Applicants will be supported by SPbPU

SPbPU
Pre-checking: the documents for LUT and LUH selected students should be sent by LUT- and LUH- coordinators after the application deadline
Final approvement: by arrival to SPbPU in the 2nd semester.

6. What documents are needed for enrolment?

Required documents for the enrolment at LUT:
- International passport
- Bachelor diploma
- Transcript of records

Required documents for the enrolment at SPbPU:
- Scan copy of the international passport (photo, date and place of birth)
- Proof of adequate health insurance coverage
- Documents confirming previous education translated into Russian language;
- Bachelor diploma with transcript (original and legalized copy)

Required documents for the enrolment at LUH:
- Registration Form (Meldebogen)
- Data Entry Form (Erhebungsbogen)
- Proof of adequate health insurance coverage
- Curriculum Vitae
- Proof of admission from the Partner universities, if applicable
- International Passport with valid visa, if applicable

An applicant from non-partner institutions, who meets the admission criteria, can be enrolled in the program. If his Bachelor diploma will not be recognised by Russian authorities, the LUH and LUT Diplomas and the SPbPU Certificate will be provided for the student after successful completion of study.
Each Student will get three acceptance letters to apply for the visa.
B. What are the requirements for obtaining a VISA?

1st semester:
Residence permit instructions for Finland:

2nd semester:
For a Russian VISA (http://english.spbstu.ru/education/admissions/visa-issues/)
- Getting an invitation letter by post from SPbPU
- Application to a Consular section of the Russian Federation Embassy or Consulate General personally
  or through an authorized representative

Russian student visa is issued for 90 days; after that, it should be extended every year for the period of study at the
University. To extend it, student must apply for the new visa no later than 45 days before the expiration date of the
actual visa. Please consult with the University Visa Department by arrival to SPbPU

3rd semester:
Applying for German Visa: https://visa.diplo.de/en/#/vib/infoseite?infoseiteUrl=visum_studium_mit_zulassung
For German visa, students need a blocked account (approx. 9000€ per year, see
https://www.study-in.de/en/plan-your-studies/requirements/8000-euros-for-one-year_27533.php)
The following link provide general information regarding to the German visa:
https://www.auswaertigesamt.de/en/einreiseundaufenthalt/visabestimmungen-node

C. What are the tuitions and other expenses during the programme?

Tuition fees has to be paid during the whole programme only to the home university. The host institutions shall not
charge any tuition fees from the students, but will charge university administrative fees.

The financial issues between the student and the home university are governed by the regulations of the home
university.

All students admitted to the Triple Degree Master programme will be informed about the regulations for the tuition
fees.

The participating students are responsible for all the costs incurred, e.g.:
- Administration Fees
- Travel expenses
- Document Recognition fees
- Medical insurance and accident insurance policy
- Expenditures for a visa and a residence permit
- Expenditures for accommodation and sustenance
- Spouse and dependants

At LUT:
- Student Union fee
  for all students 103 EUR/semester
- Travel expenses
  - Bus from Lappeenranta to St. Petersburg 15 EUR
  - Train from Lappeenranta to St. Petersburg 35 EUR
  - Airplane from Helsinki to Hannover approx. 180-250 EUR
- Medical insurance and accident insurance 300-350 EUR/year
- Expenditures for living and staying in Lappeenranta:
  - Average monthly expenses 700-800 EUR/month (including accommodation)
  - Bus ticket 2 EUR
  - Student priced lunch at University 2-3 EUR
  - Pizza or kebab 6 EUR
  - Bottle of beer 1,2 EUR (market), 5-6 EUR (bar)
  - Accommodation 300-350 EUR per month

The partner universities can assist help students to find suitable accommodation and support their academic, social
and cultural integration.
At SPbPU:
- Administration Fees
  for SPbPU students 3000 rub (45 EU)
  for LUT and LUH students 1000 rub (15 EU)
- Travel expenses
  Bus from Lappeenranta to St. Petersburg (approx. 4.5 hours): ~ 1000 rub (15 EU)
  Train from Lappeenranta to St. Petersburg (approx. 4 hours): ~ 2500 rub (35 EU)
  Airplane from St. Petersburg to Hannover approx. 10000 – 15000 rub (145 – 215 EU)
- Expenditures for visa and a residence permit
  http://english.spbstu.ru/education/admissions/visa-issues/
- Expenditures for accommodation and sustenance:
  http://english.spbstu.ru/education/students-life/living-costs/
  Accommodation at University campus 7000 rub (100 EU) per month

At LUH:
- Student fee: 434.19€ / semester (including free travel during Hanover / Lower Saxony)
- Costs of living: average rent of room: 250€ / month, the university does not provide residence during the stay in Germany, you must apply for the residence at least 6 months before the arrival (https://www.studentenwerk-hannover.de/en/en-rooms/)
- Health Insurance (90€ per month)
- Average costs of food and drinks: 250€/month
- Applying for German Visa (visa fee is 60€)

D. What grading system is used during the programme?

The grades are given in percent and transferred to ECTS grading scale:

- grade A corresponds to the grades obtained by the best 10% of students;
- grade B corresponds to the grades obtained by the next 25%;
- grade C corresponds to the grades obtained by the next 30%;
- grade D corresponds to the grades obtained by the next 25%;
- grade E corresponds to the grades obtained by the final 10%.

NOTE: Grading Scale at Technical University of Lappeenranta

<table>
<thead>
<tr>
<th>Grade</th>
<th>%</th>
<th>Definition</th>
</tr>
</thead>
<tbody>
<tr>
<td>5</td>
<td>90-100</td>
<td>Work of high to exceptionally high quality showing excellent knowledge of subject matter, well formulated arguments based on strong evidence, high level of originality and critical thinking. Excellent communication skills. Fully realizes learning outcomes and develops them beyond normal expectations.</td>
</tr>
<tr>
<td>4</td>
<td>80-89</td>
<td>Work showing good grasp of subject matter. Clearly developed arguments. Evidence of critical thinking and good communication skills. Surpasses the intended learning outcomes.</td>
</tr>
<tr>
<td>3</td>
<td>70-79</td>
<td>Work showing an adequate understanding of subject matter. Argumentation and critical thinking present, but limited. Adequate communication skills. Clear evidence that learning outcomes are achieved and to some extent surpassed.</td>
</tr>
<tr>
<td>2</td>
<td>60-69</td>
<td>Work showing a basic understanding of subject matter with some inadequacies. Argumentation and critical thinking present, but limited. Adequate communication skills. Clear evidence that learning outcomes are achieved.</td>
</tr>
<tr>
<td>1</td>
<td>50-59</td>
<td>Work lacking breadth and depth. Evidence that the required learning outcomes are being achieved.</td>
</tr>
<tr>
<td>0</td>
<td>0-49</td>
<td>Unsatisfactory. Does not meet the required learning outcomes.</td>
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NOTE: Grading scale at Peter the Great St. Petersburg Polytechnic University

<table>
<thead>
<tr>
<th>Grade</th>
<th>%</th>
<th>Definition</th>
</tr>
</thead>
<tbody>
<tr>
<td>5 (Excellent)</td>
<td>85-100</td>
<td>The student has showed deep comprehension of the subject</td>
</tr>
<tr>
<td>4 (Good)</td>
<td>65-84</td>
<td>Generally good work with a number of notable errors</td>
</tr>
<tr>
<td>3 (Satisfactory)</td>
<td>51-64</td>
<td>Passable performance, meeting the minimum criteria</td>
</tr>
<tr>
<td>2 (Fail)</td>
<td>0-50</td>
<td>Some more work required before the credit can be awarded</td>
</tr>
<tr>
<td>Passed</td>
<td>None</td>
<td>No examination of the subject. The student has fully met the course requirements</td>
</tr>
</tbody>
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E. How is the procedure of the final examination?

The final examination (Master's Thesis) results in a written report in English. The topic of the master thesis is fixed with the supervising professor from the home university.

The thesis defense must be attendant by academic personal of all three partner universities. The primary supervisor should be from the institution where the Master's Thesis is performed. The secondary supervisors should be from the other two partner universities.

Please note: students will only get a degree from the SPbPU, when the master thesis is defended in front of the Russian committee!

F. Contact Details (Study Coordinators)

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