

**Procedure for distributing students by profiles of study or by specializations
of Specialist's programmes
approved by SPbPU order dated 10.07.2019 No. 1544**

The procedure determines the order according to which students, admitted to FSAEI HE "SPbPU" for the first year of study to obtain higher education by majors of Bachelor's, Master's and Specialist's programmes, are distributed by the profiles of Bachelor's programmes, Master's programmes and by specializations of Specialist's programs.

The number and list of profiles, specializations, programmes of one major (speciality) that are planned to be implemented is defined based on the following conditions:

- ✓ presence of the developed and approved basic educational programme by profile, specialization, and programme;
- ✓ presence of employers' requirements for graduates by majors of Bachelor's, Master's and Specialist's programmes;
- ✓ presence of the teaching staff, learning and methodological literature, material and technical support, which ensure that the requirements of the federal state educational standards of higher education / self-imposed educational standards are met by the relevant major (speciality) given the profile;
- ✓ the number of students in one group and in one profile of a Bachelor's programme and the specialization of a Specialist's programme, as a rule, must not be fewer than 25 people;
- ✓ the number of students in one group of a Master's programme, as a rule, must not be fewer than 12 people;
- ✓ in some cases by the decision of the Rector (a person empowered by the Rector) groups can contain fewer students.

Students of a major (speciality) whose education is financed at the expense of budget allocations from the federal budget are distributed by profiles or specializations based on their personal applications on a competitive basis and given the academic ranking of the student.

Students are preliminarily distributed by the profiles of a Bachelor's programme or by the specializations of a Specialist's programme at the beginning of the 3rd semester.

The distribution by Master's programmes is carried out in the period of the admission campaign.

In order to distribute students by profiles or specializations, a commission is created within an academic division. Students are distributed by the profiles of a Bachelor's programme or by the specializations of a Specialist's programme according to the distribution quotas on a competitive basis and with due consideration of the student ranking using competitive selection criteria.

The decision of the commission on the distribution of students by profiles or by specializations is documented in the minutes of the meeting that contain the ranking lists of students. Based on the decision of the commission, an order on the distribution of students by profiles or by specializations of a Specialist's programme is issued.