

### What visa type will I need?

Country/Region	Up to 14 days	Up to 30 days	Up to 90 days
Schengen area countries	Simplified student visa		
Australia, Bulgaria, Canada, Japan, Mexico, UK, USA*	Tourist Visa		Student visa (FMS)
Algeria, China, Egypt, Ghana, India, Morocco, Nigeria, Pakistan, Turkey	Student visa (FMS)		
Hong Kong	No Visa required	Tourist visa	Student visa (FMS)
Bosnia Herzegovina, Cuba, Montenegro, Serbia, Thailand	No Visa required		Student visa (FMS)
South Korea	No Visa required up to 60 days		Student visa (FMS)
** Argentina, Armenia, Belarus, Brazil, Chile, Colombia, Ecuador, Guatemala, Israel, Kazakhstan, Kyrgyzstan, Moldova, Nicaragua, Paraguay, Peru, Tajikistan, Ukraine, Uruguay, Uzbekistan, Venezuela	No Visa required		

\* US citizens applying for a visa in the USA have the option of applying for a three year multiple entry tourist visa which entitles them to stay up to a maximum of 183 days in Russia within a 365 day period.

\*\* Citizens of the following countries can stay within the Russian Federation without a visa for up to 90 days within a 180 day period.

If you have any further questions regarding visas please contact the school at [lingv@derzhavin.com](mailto:lingv@derzhavin.com)

	Tourist visa	Simplified student visa	Student visa (FMS)
Maximum stay	30 days	90 days*	
Possibility of prolongation	No		
Number of entries	Single entry only	Single or double entry	Single or double entry
Type of invitation required**	E-mail copy		Electronic version (recommended) or original copy
Course application deadline	4 weeks prior to the start of the course		8 weeks prior to the start of the course

\* Student visas can only be issued for the duration of your studies at the institute and can't cover periods of travel before or after the course longer than two days.

\*\* We strongly recommend that you contact the visa center or consulate for the exact details regarding the document required as there may be differences in different countries.

## How do I get my visa?

**Step 1** - Go to [derzhavin.com](http://derzhavin.com) and fill in an online application for study. Unless you know that you will be receiving an invitation letter from another source, check "yes" when you are asked if you need visa support. Submit this form and send a copy of your passport to the Derzhavin Institute.

**Step 2** - Once your application has been received, you will be sent an email with a **course booking confirmation**. Check that all of the information in the document is correct.

**Step 3** - You will now receive a **payment document/contract** for your course fees. Pay these and send a copy of the receipt to the institute together with the signed contract.

**Step 4** - Once your payment has been confirmed you will be sent your invitation letter. This will either be an electronic copy, if you are applying for a tourist or simplified study visa, or the original physical letter or electronic invitation if you applying for the FMS Study Visa. Electronic invitations will be sent out immediately via email, physical invitations will be sent out by courier and take between 3-7 days to arrive.

**Step 5** - When you have received your invitation you will be able to **begin filling out your visa application forms**.

- If you will be applying for your visa in the Austria, Belgium, Bulgaria, Canada, Croatia, the Czech Republic, Estonia, France, Germany, Greece, Italy, Latvia, Lithuania, the Netherlands, Poland, Portugal, Romania, Singapore, South Korea, Switzerland, Turkey and UK, then you can access the visa form through **VFS Global**.
- If you will be applying for your visa in Belgium, Croatia, the Czech Republic, Denmark, Estonia, India and Sweden, then you can access the form through the **IFS-(name of the country).com**.
- If you will be applying for your visa in Austria, Belgium, Croatia, the Czech Republic, France, Germany, Greece, Hungary, Italy, Romania, Slovakia, Slovenia, Turkey, then you can access the visa form through **VHS-(name of the country).com**
- Finland <http://russiavisacentre.com/>
- Norway <https://tass-norway.no/en/contacts-oslo>
- USA <https://ils-usa.com/>
- If you will be applying for your visa in a country which has not been mentioned above that usually meant that you will have to apply to the consulate directly.

Before filling out the visa application form please read through the additional information regarding your visa type, its pricing and other documents required on the corresponding web-sites.

**We strongly recommend that you apply for your Visa in your home country.**

**Step 6** - Check and **submit your visa application form** to receive a printable pdf version. Thoroughly read through all information on your visa agency's website regarding how to submit your physical application form and which additional documents (e.g. passport, invitation, etc.) you will need to submit along with it.

**Step 7 - Visit your visa centre** (check in advance if you require an appointment to do so) and submit all the required documents and pay your visa fees. The time it takes to process your visa application may vary depending on the visa agency and whether you pay extra for priority processing.

**Step 8** - Once your visa has been processed you will be able to **collect it from the visa centre** or, if you paid to have it delivered to you when you submitted your documents, it will be sent to you along with any documents that need to be returned to you (i.e. your passport).