Federal State Autonomous Educational Institution of Higher Education
PEOPLES' FRIENDSHIP UNIVERSITY OF RUSSIA
NAMED AFTER PATRICE LUMUMBA
RUDN University

Higher School of Management

educational division (faculty/institute/academy) as higher education programme developer

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INTERNSHIP SYLLABUS

PRE-GRADUATION INTERNSHIP

(internship type)

Recommended by the Didactic Council for the Education Field of:

43.04.02 Tourism

(field of study, speciality code and title)

The student's internship is implemented within the professional education programme of higher education:

Business Processes in Tourism and Hospitality

(higher education programme profile/specialisation title)

2024

1. INTERNSHIP GOAL

The goal of the Pre-Graduation Internship is to consolidate master's students' professional knowledge, form and develop skills in the field of tourism and hospitality, consolidate the acquired theoretical knowledge in the disciplines of the field of study and core disciplines of the master's programme, master the necessary competencies in the chosen area of master's training.

2. REQUIREMENTS FOR LEARNING OUTCOMES

The Pre-Graduation Internship implementation is aimed at the development of the following competences:

Table 2.1. List of competences that students acquire during the internship

Competence Code	Competence Descriptor	Competence Formation Indicators (within this course)
GC-6	Able to identify and implement priorities for own activities and ways to improve them based on self-assessment	GC-6.1. Able to control the amount of time spent on specific activities; GC-6.2. Able to develop tools and methods of time management when performing specific tasks, projects, goals; GC-6.3. Able to analyze own resources and their limits (personal, situational, temporary, etc.) to successfully complete the task; GC-6.4. Able to distribute tasks into long-, medium- and short-term ones justifying the relevance and analysis of resources for their implementation.
GC-7	Able to: search for the necessary sources of information and data, perceive, analyze, remember and transmit information using digital means, as well as using algorithms when working with data received from various sources in order to effectively use the information received to solve problems; evaluate information, its reliability, build logical conclusions based on incoming information and data	GC-7.1. Able to search for necessary sources of information and data, perceive, analyze, remember and transmit information using digital means, as well as using algorithms when working with data obtained from various data sources in order to effectively use the obtained information for solving problems; GC-7.2. Able to evaluate information, its reliability, build logical conclusions based on incoming information and data.
GPC-2	Able to carry out strategic management of tourism	GPC-2.1. Able to carry out strategic management of tourism activities at various management levels.

	activities at various management levels	GPC-2.2. Able to use basic methods and techniques of analysis, modelling and strategic planning of tourism activities at various management levels.
		GPC-2.3. Able to manage the process of organizational diagnostics and design of the tourism enterprise activities.
GPC-3	Able to develop and implement quality management systems for services in the tourism sector	GPC-3.1. Able to develop and implement quality management systems in accordance with national and international quality standards.
		GPC-3.2. Able to evaluate the quality of services provided in tourism in accordance with the standards of activity of tourism enterprises, hotels and other accommodation facilities taking into account the opinions of consumers and other stakeholders.
		GPC-3.3. Able to implement quality management systems at tourism enterprises.
GPC-7	Able to carry out teaching activities under main professional educational programmes and continuing professional programmes	GPC-7.1. Able to carry out teaching activities under main educational master's programmes and continuing professional programmes focused on training personnel for the tourism industry.
		GPC-7.2. Able to select forms and methods of preparation for conducting classes under main professional educational programmes and continuing professional programmes.
		GPC-7.3. Able to plan learning outcomes, conducts ongoing knowledge monitoring and intermediate assessment in disciplines.
PC-1	Able to carry out strategic planning of activities in tourism at various management levels, organizing and supervising them	PC-1.1. Able to conduct strategic analysis, identify success factors, economically substantiate corporate and functional strategies for the development of tourism enterprises.
		PC-1.2. Able to form a concept and plan the implementation of a competitive strategy for the development of tourism enterprises.
		PC-1.3. Able to forecast the development of the tourism sector and tourism activities in the context of various levels of management, including based on foresight technologies.
PC-2	Able to manage project development, justification and implementation, introduce changes in the tourism sector	PC-2.1. Able to design professional activity objects taking into account modern technologies and tourism innovations.
		PC-2.2. Able to organize, coordinate and control activities for the development of business plans in tourism as a technology for justifying projects and making business decisions.
		PC-2.3. Able to carry out resource planning for tourism projects, monitor the project implementation process, promptly identify deviations in the implementation of business plans in the tourism sector and manage activities to eliminate them.
PC-3	Able to manage reforming and restructuring tourism	PC-3.1. Able to form a tourism product, including based on modern information and communication technologies,

	enterprises	as well as taking into account tourists' individual and special requirements.
		PC-3.2 Able to organize the sale of tourism products and individual tourism services.
		PC-3.3 Able to conduct negotiations with partners, agree on the terms of interaction for tourism product sales.
PC-4	Able to manage the implementation of technological innovations and modern information and communication technologies to ensure the competitiveness of tourism facilities	PC-4.1. Able to identify key technological tourism innovations.
		PC-4.2. Able to evaluate the effectiveness and justify the use of modern information and communication technologies to ensure the competitiveness of tourism enterprises.
		PC-4.3. Able to carry out an examination of projects for the implementation of promising tourism ones, identify their advantages and disadvantages, and develop an implementation plan.
PC-7	Able to assess the effectiveness of management decisions on choosing a concept, developing and implementing a plan for the tourism enterprise development strategy	PC-7.1. Able to assess the effectiveness of management decisions in strategic areas of activity of tourism enterprises.
		PC-7.2. Able to formulate a plan for implementing a tourism enterprise strategy using project management approach.
PC-8	Able to develop marketing concepts for tourism enterprises and implement them using information and communication tools	PC-7.1. Able to justify the marketing concept of a tourism enterprise using modern information and communication technologies.
		PC-7.2. Able to develop a strategic plan for implementing the marketing concept of tourism enterprises.
		PC-7.3. Able to use modern information and communication tools to implement marketing concepts of tourism enterprises.
PC-9	Able to apply international experience in managing resources and quality of services of tourism organizations	PC-9.1. Able to develop management decisions based on objective results of analysis of international experience in the activities of tourism organizations.

3. INTERNSHIP IN HIGHER EDUCATION PROGRAMME STRUCTURE

The Pre-Graduation Internship refers to the B2 block of the higher educational programme curriculum.

Within the higher education programme students also master other disciplines (modules) and / or internships that contribute to the achievement of the expected learning outcomes as results of the Pre-Graduation Internship.

Table 3.1. The list of the higher education programme components that contribute to the achievement of the expected learning outcomes as the internship results.

Competence Code	Competence Descriptor	Previous courses/modules, Internships*	Subsequent courses/modules, internships*
GC-6	Able to identify and implement priorities for own activities and ways to improve them based on self-assessment	• Human Resource Management • Research and Development • Research and Development (K)	• Preparing for defence and defending a graduation thesis
GC-7	Able to: search for the necessary sources of information and data, perceive, analyze, remember and transmit information using digital means, as well as using algorithms when working with data received from various sources in order to effectively use the information received to solve problems; evaluate information, its reliability, build logical conclusions based on incoming information and data	• Digitalization and Information Technology Provision of the Professional Sphere • Business Intelligence and Data Analysis	• Preparing for defence and defending a graduation thesis
GPC-2	Able to carry out strategic management of tourism activities at various management levels	• Strategic Management and Management by Objectives in Professional Sphere • Organizing Project Activities in Tourism • Territorial Recreational System Formation and Management • Maintaining Ecological Balance of Tourist Areas • Business Intelligence and Data Analysis • Research and Development • Research and Development (K) • Tourism Sector Features and Technologies	• Preparing for defence and defending a graduation thesis
GPC-3	Able to develop and implement quality management systems for services in the tourism sector	• Service Quality Management	• Preparing for defence and defending a graduation thesis

GPC-7	Able to carry out teaching activities under main professional educational programmes and continuing professional programmes	• Legal Regulation of Tourism Activities	• Preparing for defence and defending a graduation thesis
PC-1	Able to carry out strategic planning of activities in tourism at various management levels, organizing and supervising them	• Tourist Market Economics • Hospitality Industry Economy • Strategic Management and Management by Objectives in Professional Sphere • Service Quality Management • Financial Management • Territorial Recreational System Formation and Management • Tourism Sector Features and Technologies • Investment Design and Business Assessment	• Preparing for defence and defending a graduation thesis
PC-2	Able to manage project development, justification and implementation, introduce changes in the tourism sector	• Cross-Border Development in Tourism • Organizing Project Activities in Tourism • Optimizing Business Processes of Enterprises in Tourism and Hospitality • Business Engineering in Tourism Industry • Analysis and Modeling of Business Processes • Research and Development • Research and Development (K)	• Preparing for defence and defending a graduation thesis
PC-3	Able to manage reforming and restructuring tourism enterprises	• Digitalization and Information Technology Provision of the Professional Sphere • Analysis and Modeling of Business Processes • Tourist Cluster Formation in Russia • Optimizing Business Processes of Enterprises in Tourism and Hospitality • Business Engineering in Tourism Industry • Territorial Recreational System Formation and Management	• Preparing for defence and defending a graduation thesis

PC-4	Able to manage the implementation of technological innovations and modern information and communication technologies to ensure the competitiveness of tourism facilities	• Digitalization and Information Technology Provision of the Professional Sphere • Cross-Border Development in Tourism • Innovation Management and Entrepreneurship in Tourism • Brand Management in Tourism Industry	• Preparing for defence and defending a graduation thesis
PC-7	Able to assess the effectiveness of management decisions on choosing a concept, developing and implementing a plan for the tourism enterprise development strategy	• Tourist Market Economics • Hospitality Industry Economy • Strategic Management and Management by Objectives in Professional Sphere • Service Quality Management • Financial Management • Analysis and Modeling of Business Processes • Optimizing Business Processes of Enterprises in Tourism and Hospitality • Territorial Recreational System Formation and Management • Maintaining Ecological Balance of Tourist Areas	• Preparing for defence and defending a graduation thesis
PC-8	Able to develop marketing concepts for tourism enterprises and implement them using information and communication tools	• Brand Management in Tourism Industry • International Marketing in Tourism and Hospitality • Tourist Cluster Formation in Russia	• Preparing for defence and defending a graduation thesis
PC-9	Able to apply international experience in managing resources and quality of services of tourism organizations	• Tourist Market Economics • Innovation Management and Entrepreneurship in Tourism • International Marketing in Tourism and Hospitality • Hospitality Industry Economy • Organizing Project Activities in Tourism • Financial Management • Territorial Recreational System Formation and Management • Maintaining Ecological Balance of Tourist Areas • Research and Development • Research and Development (К)	• Preparing for defence and defending a graduation thesis

*- To be filled in according with the competence matrix of the higher education

programme.

4. INTERNSHIP WORKLOAD

The total workload of Pre-Graduation Internship is 12 credits (432 academic hours).

5. INTERNSHIP CONTENTS

Table 5.1. Internship contents*

Modules	Contents (topics, types of practical activities)	Workload, academic hours
Module 1. Introductory stage	1. Completing safety training (safety awareness briefing).	2
	2. Familiarizing with the enterprise, main services (divisions) and workplace, internal regulations.	2
Module 2. Main stage	1. Studying regulatory documents regulating the activities of the enterprise.	9
	2. Studying the main activities of the enterprise and its infrastructure.	9
	3. Studying the organizational structure of the enterprise.	9
	4. Studying the job responsibilities of employees of the services (divisions) of the enterprise - the place of internship.	9
	5. Acquiring professional skills and analyzing the activities of the services (divisions) of the enterprise - the place of internship.	108
	6. Identifying problems related to organizing the activities of the services (divisions) of the enterprise - the place of internship and developing recommendations for optimizing its activities.	72
	7. Collecting and analyzing data on the topic of the graduation thesis.	72
	8. Developing practical recommendations for optimizing the activities of the enterprise based on analytical material.	104
Module 3. Final stage	1. Summing up.	9
	2. Writing a pre-graduation internship report.	9
Writing an internship report		9
Preparing for defence and defending the internship report		9
	TOTAL:	432

- *The contents of internship through modules and types of practical activities shall be FULLY reflected in the student's internship report.

6. INTERNSHIP EQUIPMENT AND TECHNOLOGY SUPPORT REQUIREMENTS

The pre-graduation internship takes place on the locations of actually operating enterprises in the tourism industry, in executive authorities in tourism, which are fully equipped with the necessary equipment, inventory, and also comply with safety requirements when conducting educational, scientific and production work.

Students who are undergoing the internship shall abide by the requirements of local regulations: internal labour regulations, labour protection, fire and electrical safety regulations established at the enterprise or institution.

7. INTERNSHIP LOCATION AND TIMELINE

The Pre-Graduation Internship shall be carried out both at Moscow-based organisations and at those located outside Moscow.

The internship at an external organisation (outside RUDN University) is legally arranged on the grounds of an appropriate agreement, which specifies the terms, location and conditions for the internship implementation at the organisation.

The duration of the internship, as a rule, corresponds to the period indicated in the training calendar of the higher education programme. However, the duration of the internship can be rescheduled upon the agreement with the Department of Educational Policy and the Department for Organizing Internship and Employment of RUDN University students.

8. RESOURCES RECOMMENDED FOR INTERNSHIP

Laws and Regulations:

1. Federal Law No. 132-FZ dated 24 November 1996 "On Fundamentals of Tourism Activities in the Russian Federation" (latest edition) https://fzrf.su/zakon/ob-osnovah-turistskoj-deyatelnosti-132-fz/

2. Federal target-oriented programme "Domestic and Inbound Tourism Development in the Russian Federation (2019-2025)" https://www.russiatourism.ru/contents/deyatelnost/programmy-i-proekty/federalnaya-tselevaya-programma-razvitie-vnutrennego-i-vezdnogo-turizma-v-rossiyskoy-federatsii-2019-2025-gody-/

3. Strategy for Tourism Development in the Russian Federation until 2035 http://government.ru/docs/37906/

4. Civil Code of the Russian Federation, Part One No. 51 dated 30 November 1994 // SZ RF. – 1994. – No. 32. – Art. 3301

5. Labor Code of the Russian Federation No. 197-FZ dated 30 December 2001 // SZ RF. – 2002. – No. 1 (Part 1). – Art. 3.

6. Law of the Russian Federation No. 2300-1 dated 07 February 1992 (latest edition) "On Protection of Consumer Rights".

7. Federal Law No. 294-FZ dated 26 December 2008 "On Protection of Rights of Legal Entities and Individual Entrepreneurs in Exercising State Control (Supervision) and Municipal Control" (latest edition).

8. Decree of the Government of the Russian Federation No. 1085 dated 9 October 2015 (as amended on 18 July 2019) "On Approving Rules for Providing Hotel Services in the Russian Federation."

9. Decree of the Government of the Russian Federation No. 447 dated 14 April 2017 "On Approving Requirements for Anti-Terrorism Security of Hotels and Other Accommodation Facilities and Safety Passport Form for These Facilities."

10. Order of the Ministry of Culture of Russia No. 1215 dated 11 July 2014 "On Approving procedure for classifying tourism industry facilities, including hotels and other accommodation facilities, ski slopes and beaches, carried out by accredited organizations."

Main Readings:
1. Brand Management / Edited by F. Pollák, P. Markovič. – London:

IntechOpen, 2022. – 100 p. – ISBN 9781803560007, 9781803559995, 9781803560014. – – Text: electronic // Lan: electronic library system. – URL: https://directory.doabooks.org/handle/20.500.12854/97208

2. Corporate Finance for Long-Term Value / D. Schoenmaker, W. Schramade. – Berlin: Springer Nature, 2023. – 630 p. – 9783031350092, 9783031350085. – Text: electronic // Lan: electronic library system. – URL: https://directory.doabooks.org/handle/20.500.12854/117558

3. Corporate Finance, Governance, and Social Responsibility / S.C. Gherghina. - Basel: MDPI, 2023. – 534 p. – ISBN 9783036580920, 9783036580937. – Text: electronic // Lan: electronic library system. – URL: https://directory.doabooks.org/handle/20.500.12854/112435

4. Digital Business Models / S. Ronteau, L. Muzellec, D. Saxena, D. Trabucchi. – Berlin: De Gruyter, 2022. – 182 p. – ISBN 9783110762556, 9783110762419, 9783110762594. – Text: electronic // Lan: electronic library system. – URL: https://directory.doabooks.org/handle/20.500.12854/96546

5. Future Challenges in the Framework of Integrated and Sustainable Environmental Planning / Edited by S. Veintimilla, A. Tomás. – Basel: MDPI, 2023. – 404 p. – ISBN 9783036573809, 9783036573816. Text: electronic // Lan: electronic library system. – URL: https://directory.doabooks.org/handle/20.500.12854/100797

6. Place Branding and Marketing from a Policy Perspective. Building Effective Strategies for Places / V. Mabillard, M. Pasquier, R. Vuignier. – Abingdon: Taylor & Francis, 2024. – 352 p. – ISBN 9781003286189, 9781032260358, 9781032260310. – Text: electronic // Lan: electronic library system. – URL: https://directory.doabooks.org/handle/20.500.12854/128361

7. Quality Management and Accounting in Service Industries. A New Model of Quality Cost Calculation / W. Sadkowski, P. Jedynak. – Abingdon: Taylor & Francis, 2022. - 208 p. – ISBN 9781000610833, 9781032229843, 9781032229812, 9781003275022. – Text: electronic // Lan: electronic library system. – URL: https://directory.doabooks.org/handle/20.500.12854/81632

8. Sustainable Business. Managing the Challenges of the 21st Century. - M. Fischer, D. Foord, J. Frecè. – Berlin: Springer Nature, 2023. – 142 p. – ISBN 9783031253973, 9783031253966. – Text: electronic // Lan: electronic library system. – URL: https://directory.doabooks.org/handle/20.500.12854/101541

9. The Dynamics of Influencer Marketing / Edited by J. Alvarez-Monzoncillo. – Abingdon: Taylor & Francis, 2023. – 220 p. – ISBN 9780367678906, 9780367680916, 9781000686937. – Text: electronic // Lan: electronic library system. – URL: https://directory.doabooks.org/handle/20.500.12854/90727

10. Tourism Economics / Edited by A. Panasiuk. – Basel: MDPI, 2023. – 176 p. – ISBN 9783036560458, 9783036560465. – Text: electronic // Lan: electronic library system. – URL: https://directory.doabooks.org/handle/20.500.12854/96710

11. Tourism, Smart Specialization and Sustainable Development / Edited by J. Romão. – Basel: MDPI, 2021. – ISBN 9783039436712, 9783039436729. – Text: electronic // Lan: electronic library system. – URL: https://directory.doabooks.org/handle/20.500.12854/68410

Additional Readings:

1. Melanie Kay Smith Greg Richards (January 2013) The Routledge Handbook

of Cultural Tourism DOI: 10.4324/9780203120958 ISBN: 9780203120958

2. Prem Jagyasi and Team (July 24, 2021) Complete Guide to Cultural Tourism by Dr Prem – Definition, History, Advantage, Importance and Top Destinations https://drprem.com/travel/complete-guide-to-cultural-tourism-by-dr-prem-definition-history-advantage-importance-and-destinations/

3. Robert J. Carbaugh (2010) Professor of Economics Central Washington University, International Economics, 12th Edition, Pages 579

4. Yvette Reisinger, (2023) International Tourism Book, Business & Economics, Elsevier, 460 pages, ISBN: 0750678976

5. Rodríguez-Díaz, Manuel; Espino-Rodríguez, Tomás F. Tourism destination management, Provided in Cooperation with: MDPI – Multidisciplinary Digital Publishing Institute, Basel, 2019, Print , ISBN 978-3-03921-472-3, MDPI, Basel, https://doi.org/10.3390/books978-3-03921-472-3

6. Educational Research: Planning, Conducting, and Evaluating Quantitative and Qualitative Research (6th Edition) 6th Edition, Pearson; 6th edition (February 16, 2018), Language: English, Paperback: 672 pages, ISBN-10: 0134519361, ISBN-13: 978-0134519364

7. Understanding Quantitative Data in Educational Research 1st Edition. SAGE Publications Ltd; 1st edition (January 21, 2021) Language: English, Hardcover: 376 pages, ISBN-10: 1473982146, ISBN-13: 978-1473982147

8. World Tourism Organization (2023), Achieving the Sustainable Development Goals through Tourism – Toolkit of Indicators for Projects (TIPs), UNWTO, Madrid, https://doi.org/10.18111/9789284424344

9. Methodological Notes to the Tourism Statistics Database, 2020 Edition. Published: February 2020 Pages: 233, eISBN: 978-92-844-2147-3https://doi.org/10.18111/9789284421473

10. Encyclopedia of Tourism Management and Marketing. Dimitrios Buhalis. 2022. 3528p. https://www.e-elgar.com/shop/gbp/encyclopedia-of-tourism-management-and-marketing-9781800377479.html

11. Practical Guidelines for Integrated Quality Management in Tourism Destinations – Concepts, Implementation and Tools for Destination Management Organizations. Published: February 2017 Pages: 136. eISBN: 978-92-844-1798-8 | ISBN: 978-92-844-1797-1 https://www.e-unwto.org/doi/book/10.18111/9789284417988

12. Van Mari Buslon, Grayfield T. Bajao, Rene D. Osorno. Quality Service Management in Tourism and Hospitality. 2023. 124 p. https://www.wisemansbookstrading.com/product/quality-service-management-in-tourism-and-hospitality/

Journals:

1. Bulletin of foreign and commercial information.
2. Modern Problems of Service and Tourism scientific and practical journal.
3. Business world. Tourism and Recreaction.
4. Bulletin of the National Academy of Tourism.
5. Bulletin of the Association of Universities of Tourism and Service.
6. Customs Bulletin.
7. Economics and Life.

8. Tourism: Law and Economics.
9. Tourism: Practice, Problems, Prospects.
10. National Geographic Traveler.
11. Journal of Travel Research.
12. Journal of Vacation Marketing.
13. Forbes Travel.
14. Business World.
15. Kommersant.
16. Tourinfo magazine.
17. Five Stars magazine.
18. Modern Hotel magazine.
19. Marketing in Russia and Abroad magazine.
20. Harvard Business Review - Russia.
21. HoReCa online newspaper.
22. Hotel and Restaurant: BUSINESS AND MANAGEMENT magazine.

Internet sources:

1. Electronic libraries (EL) of RUDN University and other institutions, to which university students have access based on concluded agreements:
- RUDN University Electronic Library System (RUDN University ELS) http://lib.rudn.ru/MegaPro/Web
- ELS "University Library Online" http://www.biblioclub.ru
- ELS "Urait" http://www.biblio-online.ru
- ELS "Student Consultant" www.studentlibrary.ru
- ELS "Lan" http://e.lanbook.com/
- ELS "Troitsky Bridge"

Databases and search engines:
- electronic fund of legal and normative-technical documentation http://docs.cntd.ru/
- Yandex search engine https:// www.yandex.ru/
- Google search engine https://www.google.ru/
- SCOPUS abstract database http:// www.elsevierscience.ru/products/scopus/
- http://elibrary.ru/defaultx.asp- scientific electronic library: electronic versions of journal articles
- http://www.russiatourism.ru – official website of the Federal Agency for Tourism of the Russian Federation
- http://www.mos.ru – official website of the Tourism Committee of the Government o Moscow
- http://www.all-hotels.ru/ - all hotels of Moscow and Russia, description, telephones, booking services
- www.wto.ru
- www.unwto.org/index.php
- www.wlant-consult.ru
- www.rostourunion.ru/
- www.tpnews.ru/

- www.russiatourism.ru/
- www.customs.ru
- www.mineral.ru
- www.epp.eurostat.ec.europa.eu
- www.faostat.fao.org
- www.igc.int
- www.intracen.org
- www.fas.usda.gov
- www.gks.ru
- www.mintrans.ru
- www.tourbus.ru
- www.tourgrad.ru
- www.passperevozki.ru
- www.rzd.ru
- http://rucont.ru/ - ELS "Rucont"
- http://ruafisha.ru/%D1% - Ranking of the best event agencies and managers of Moscow.

The training toolkit and guidelines for a student to do an internship, keep an internship diary and write an internship report*:

1. Safety regulations to do the pre-graduation internship (safety awareness briefing).

2. Machinery and principles of operation of technological production equipment used by students during their internship; process flow charts, regulations, etc. (if necessary).

3. Guidelines for keeping an internship diary and writing an internship report.

*The training toolkit and guidelines for the internship are placed on the internship page in the university telecommunication training and information system under the set procedure.

8. ASSESSMENT TOOLKIT AND GRADING SYSTEM* FOR EVALUATION OF STUDENTS' COMPETENCES LEVEL AS INTERNSHIP RESULTS

The assessment toolkit and the grading system* to evaluate the level of competences (competences in part) formation as the Pre-Graduation Internship results are specified in the Appendix to the internship syllabus.

* The assessment toolkit and the grading system are formed on the basis of the requirements of the relevant local normative act of RUDN University (regulations / order).

DEVELOPERS:

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