

APPROVED BY

Resolution of the Founder – “Moscow School of Management” Non-commercial Partnership. Minutes of Meeting of the Coordination Council No. 17 dated October 25, 2007

Amendments were made by resolution of the School Board of Non-State Educational Institution Moscow School of Management "SKOLKOVO", Minutes of Meeting of the School Board No. 1 dated January 25, 2008

Amendments were made by resolution of the School Board of Non-State Educational Institution Moscow School of Management "SKOLKOVO", Minutes of Meeting of the School Board No. 2 dated April 22, 2008

Amendments were made by resolution of the School Board of Non-State Educational Institution Moscow School of Management "SKOLKOVO", Minutes of Meeting of the School Board No. 4 dated February 1, 2011

Amendments were made by resolution of the School Board of Non-State Educational Institution Moscow School of Management "SKOLKOVO", Minutes of Meeting of the School Board No. 6 dated December 8, 2011

Amendments were made by resolution of the Founder of Non-State Educational Institution Moscow School of Management "SKOLKOVO", Minutes of Meeting of the Coordination Council No. 48 dated December 6, 2012

Amendments were made by resolution of the Founder of Non-State Educational Institution for Supplementary

Vocational Education Moscow School of Management “SKOLKOVO”, Minutes of Meeting of the Coordination Council No. 3 dated September 15, 2016

STATUTE
of Non-State Educational Institution
for Supplementary Vocational Education
Moscow School of Management
“SKOLKOVO”

(Revision No. 7)

1. GENERAL PROVISIONS

1.1. Non-State Educational Institution of Supplementary Vocational Education Moscow School of Management "SKOLKOVO", hereinafter referred to as the "School", is a unitary non-profit organization established by the owner for the purpose of performing non-commercial functions in the field of education, namely implementation of supplementary professional programs aimed at skill enhancement, professional retraining of specialists in certain areas and disciplines of professional management activities, as well as carrying out research, scientific and methodological, design and analytical, consulting and other activities related to the implementation of statutory objectives.

1.2. The Founder of the School is Association for the Development of Moscow School of Management "SKOLKOVO" (OGRN 1057749140822, INN 7703571603).

1.3. The School is established and operates in accordance with the Constitution of the Russian Federation, the Civil Code of the Russian Federation, Federal Law dated January 12, 1996 No. 7-FZ "On Non-Profit Organizations", Federal Law dated December 29, 2012 No. 273-FZ "On Education in the Russian Federation", other federal laws, acts of the President of the Russian Federation, the Government of the Russian Federation, the federal executive body exercising the functions of elaborating state policy and legal and regulatory framework in education, other regulatory legal acts governing activities of educational institutions of supplementary professional education, and this Statute.

1.4. Name of the School:

- full name in Russian: Негосударственное образовательное учреждение дополнительного профессионального образования Московская Школа Управления «СКОЛКОВО» (Non-State Educational Institution of Supplementary Vocational Education Moscow School of Management "SKOLKOVO");
- abbreviated name in Russian: Московская школа управления «СКОЛКОВО» (Moscow School of Management "SKOLKOVO");
- name in English: Moscow School of Management SKOLKOVO.

1.5. Location of the School: (place of state registration and location of a permanent executive body): 100 Novaya Str., Skolkovo village, Odintsovo District, Moscow Region, 143025, Russia.

1.6. The School is a legal entity from the moment of its state registration in accordance with the current legislation of the Russian Federation, it has separate property in its operational management that is reflected in its independent balance sheet, may acquire and exercise property and personal non-property rights in its own name, incur obligations, be a plaintiff and a defendant in court in accordance with the current legislation of the Russian Federation and this Statute.

1.7. The School shall, in accordance with the objectives of its activities and in the manner defined by this Statute and a separate agreement (agreements) with the Founder, own, use and dispose of a separate part of the Founder's property transferred to the School by the Founder for operational management, and shall independently dispose of funds and movable property acquired by the School in the course of the revenue-generating activities provided for in this Statute.

The School may only dispose of immovable property by resolution of the School Founder.

1.8. The School shall be liable for its obligations to the extent of all the funds at its disposal and shall not be liable for the Founder's obligations.

1.9. The School shall acquire the right to implement supplementary professional programs in the relevant areas and disciplines, as well as the benefits provided by the current legislation of the Russian Federation for educational organizations, from the day of obtaining the corresponding license for educational activities.

1.10. The School shall have a round seal containing its full name, it may have stamps and letterheads indicating its full name in the Russian and/or English languages, and may have an emblem.

1.11. The School shall independently define its organizational structure in accordance with the goals, objectives of its activities and this Statute.

1.12. In order to achieve the School's goal stated in this Statute, the School may create separate structural subdivisions – branches and representative offices outside the place of its location on the territory of the Russian Federation and abroad, and may act as a founder of other legal entities, both non-profit and commercial organizations, as well as may voluntarily join associations (unions) and other associations of legal entities.

1.13. Education at the School under all educational programs it implements is fee-based.

1.14. The School is autonomous and shall independently carry out educational, research, scientific and methodological, design and analytical, financial and business activities, as well as the selection and assignment of personnel in accordance with the current legislation and this Statute.

1.15. The School is incorporated in perpetuity.

2. OBJECTIVE AND SCOPE OF ACTIVITIES

2.1. The objective of the School activity is training, improving the professional knowledge and advanced training of specialists to ensure performance by them professional managerial and scientific activities through implementation by the School of supplementary professional programs based on the principle of the continuity of the education process, as well as through implementation of research, consulting and other activities.

The principal objective of the School activities shall not imply profit-making.

2.2. The principal objective of the School activities are as follows:

- Meeting the needs of specialists in obtaining knowledge about the latest achievements in management of organizations and production processes, the best Russian and foreign experience in the sphere of their professional activity;

- Arrangement of measures on advanced training and/or professional retraining of specialists, including employees of organizations of various organizational and legal forms, state and municipal employees, activities for the training of scientific and pedagogical personnel in the field of management;

- Arrangement and holding research, scientific and methodological, design and analytical work, consulting activities, works to improve the content and technology of management personnel training;

- Development and implementation of new forms, methods, works, techniques and technologies of training and advanced training of personnel in the relevant areas of professional management.

2.3. For the attainment of the above objectives the School pursuant to the current legislation shall carry out the types of activities as follows:

2.3.1. Educational activity in accordance with the license, including:

Implementation of supplementary professional programs developed in accordance with the established procedure pursuant to federal state requirements and/or educational needs of citizens, including educational programs of the types as follows:

Professional retraining, including that with the assignment of “Master of Business Administration (MBA)” qualification;

Training of specialists in relevant areas and disciplines of management activities, including in the form of internship;

2.3.2. Carrying out fundamental and applied research, scientific and

methodological, design and analytical works in social and human sciences, including those aimed at improving the educational process and improving the quality of management training in the system of supplementary professional education;

2.3.3. Provision of educational services through the use of remote educational technologies, active teaching methods, e-learning, network form of educational programs implementing, as well as conducting researches in various sectors aimed at completing the School's statutory tasks;

2.3.4. Educational activities under training programs for scientific and pedagogical personnel, supplementary general education programs, vocational training programs;

2.3.5. Arrangement and holding symposia, seminars, conferences, hearings, contests and other similar events, including international ones, associated with the completion of the School's statutory tasks;

2.3.6. Activities for maintenance and operation of the property complex, including objects of movable and immovable property owned by the School;

2.3.7. International cooperation, arrangement of international events in the field of science and education;

2.3.8. Information support for the School activities, employees and students, creation, development and application of information networks, information resources of global computer networks, databases and programs;

2.3.9. Provision of employees and students with educational, scientific, reference, methodological literature and other teaching aids;

2.3.10. Creation and development of its own material and technical training and research base, including, i. a., laboratory, research, computer centers, business incubators, printing and research and production facilities.

2.4. Insofar as it serves attainment of the purposes for which the School was established and is consistent with these purposes, the School may carry out, i. a., the types of revenue-generating activities as follows:

2.4.1. Research and development works outside the thematic plan;

2.4.2. Analytical, applied and technological works for the purpose of creating intellectual activity results, i. a. with engagement of the third parties;

2.4.3. Copying and duplicating works, copying and duplicating services, services for copying educational, methodological, information and analytical and other materials for employees and students of the School;

2.4.4. Information, analytical, consulting, reference and bibliographic, tutorial services;

2.4.5. Placement of advertising on the web site of the School and other facilities, as well as use of the property owned by the School in accordance with the legislation of the Russian Federation, provision of domains owned by the School for use;

2.4.6. Services in the field of cultural, educational, sports and recreational activities for employees and students of the School;

2.4.7. Demonstration of films and videos for educational and scientific purposes;

2.4.8. Services of educational tourism, organization and holding summer and winter schools;

2.4.9. Provision for use to employees, students and other persons at the School of residential and non-residential premises, leased or otherwise legally possessed by the School, as well as provision of social and welfare services at the School dormitories and hotel;

2.4.10. Development of software and information technologies for completion of statutory tasks of the School, consulting in this field;

2.4.11. Granting the rights to use intellectual activity results or means of individualization, as well as disposal of exclusive rights to intellectual activity results or means of individualization owned by the School;

2.4.12. Fund raising for the School's statutory activities, including the power to act as a surety on paid or gratuitous basis.

3. RIGHTS, OBLIGATIONS AND RESPONSIBILITY OF THE SCHOOL

3.1. In order to complete its statutory tasks in accordance with the current legislation and this Statute, the School may:

3.1.1. Conclude contracts, agreements on its own behalf, conclude transactions and other legal acts with legal entities and individuals, including foreign ones, both in the Russian Federation and abroad;

3.1.2. Exercise the right of ownership, use, disposal with regard to the property of the Founder assigned to the School on the basis of operational management in accordance with the property purposes and objectives of its activities in the manner established by this Statute and the current legislation;

3.1.3. Independently develop, approve and implement educational programs for professional retraining and advanced training of students, training of scientific and pedagogical personnel, training courses, curricula, calendar schedules of the educational process in accordance with the license for performance of educational activities, contracts in effect, the needs of customers and students;

3.1.4. Independently determine the number and list of students of educational programs implemented by the School in accordance with the license issued to the School;

3.1.5. Independently carry out educational, research, scientific and methodological, design and analytical activities, including development and implementation of new methods, forms and means of efficient implementation of supplementary professional programs in the relevant fields of professional activities, programs for training scientific and pedagogical personnel;

3.1.6. Jointly with other legal entities, carry out educational, scientific and project activities under relevant contracts;

3.1.7. Raise on a contractual basis and use funds, objects of immovable and movable property, intellectual activity results and exclusive rights thereto, certain property and personal non-property rights of the Founder, other legal entities and individuals, including foreign ones, for the purpose of supporting

educational process, and engage in the educational process Russian and foreign professors and experts in the relevant fields of knowledge;

3.1.8. Participate in implementation of federal, regional, municipal, international, public and other programs, in the activities of foreign and international educational, scientific and professional organizations that are consistent with the purposes and objectives of the School's statutory activities;

3.1.9. Independently establish and charge a fee for the educational services being provided, establish prices for other services being provided, works being performed, goods being produced and/or sold in accordance with the concluded contracts and requirements of the current legislation;

3.1.10. Establish educational allowances, bonuses, grants, other forms of encouragement for achievements in educational, research, scientific and methodological and design and analytical activities;

3.1.11. Establish mass media;

3.1.12. Independently determine organizational structure, staffing chart, internal regulations for the School employees, select and assign personnel, distribute responsibilities among employees;

3.1.13. Independently determine the forms, systems and principles of labor remuneration, amounts of salaries of the School personnel in accordance with requirements of the current legislation;

3.1.14. Participate in the creation and activities of other legal entities, establish associations, unions and other associations of legal entities, participate in them if this is consistent with the purpose of School;

3.1.15. Pass public accreditation in Russian, foreign and international organizations.

3.2. The School shall:

3.2.1. Carry out professional retraining and advanced training of specialists, training of scientific and pedagogical personnel in the relevant areas and specialties of management activities;

3.2.2. Provide technical, financial and administrative support for the educational process, equipment of educational premises in accordance with the requirements and standards established by the current legislation;

3.2.3. Submit to the Founder, upon a written request of the latter, financial plans (budgets), reports on financial and business activities, balance sheets and other necessary information on the School's activities in accordance with the procedure established by the current legislation and this Statute.

3.3. The School, in accordance with the procedure established by the current legislation, shall be responsible to the students, the society and the state for:

3.3.1. Quality of professional retraining and advanced training of specialists, training of scientific and pedagogical staff;

3.3.2. Implementation of non-complete educational programs in accordance with the curriculum and schedule of the School's educational process;

3.3.3. Life, health and safety of students and staff of the School during the educational process;

3.3.4. Violation of the rights and freedoms of students and employees of the School as established by the current legislation and agreements concluded with them.

3.4. Control over conformity of the School activities to the purposes stipulated by this Statute shall be carried out by the School Founder, the federal executive body that exercises functions of control and supervision in the sphere of education within their competence established by the current legislation and this Statute.

4. ORGANIZATIONAL STRUCTURE

4.1. In order to organize efficient educational process under the programs of supplementary vocational education, in accordance with the license for performance of educational activities, contracts concluded and the needs of students, as well as to perform other types of activities provided for by this Statute, the School may create necessary structural subdivisions: departments, faculties, centers, laboratories, workshops, groups, agencies, bureaus, production sites, business incubators, science parks etc.

4.2. Necessary structural subdivisions may be created to ensure management of the School's activities: administrations, departments, services, divisions etc.

4.3. The School may open separate structural subdivisions outside its location – branches and representative offices.

A branch shall independently carry out all functions of the School or part thereof.

A representative office shall represent and protect interests of the School, but may not independently conduct educational, research, scientific and methodological, design and analytical, other activities on behalf of the School.

Branches and representative offices of the School are not legal entities, are created by resolution of the Founder of the School, act on behalf of the School on the basis of regulations approved by the Rector, provided with fixed assets and working capital at the expense of the School, which they use in accordance with regulations on them defining their legal status, functions and the regime of the property assigned to them.

Direct management of a branch or representative office of the School shall be carried out by their head appointed by the Rector and acting on the basis of the power of attorney issued to him/her.

4.4. Information on branches and representative offices of the School, their location, details of documents on their establishment, reorganization, renaming and liquidation shall be entered in this Statute in accordance with the procedure established by the current legislation.

4.5. The School's organizational structure shall be developed by the Rector in accordance with the approved financial plan (budget) of the School.

4.6. Creation and operation of structural subdivisions of political parties, social and political movements and religious organizations is not allowed at the School.

5. STUDENTS

5.1. Students of the School shall include attendees.

5.2. The School shall independently determine the number and structure of admission of students in accordance with the license for performance of educational activities.

5.3. Admission to the School shall be carried out in accordance with educational services contracts concluded by the School with the customers and/or directly with the students, determining the type of the supplementary professional education program, the duration of study, the amount and procedure of payment of tuition fee, other conditions determining the parties' relations under the contract.

5.4. Entrants to the School shall be considered admitted for training after conclusion of an educational services contract with them and issuing an order by the Rector to enroll them for training under the respective supplementary professional education program.

5.5. The School students have the right to:

5.5.1. Participate in formation of the content of their education, choose the disciplines and courses for optional and individual study offered by the School;

5.5.2. Receive additional, i. a. extra-paid, educational services provided by the School;

5.5.3. Use the library and information complex of the School, sports facilities, social and welfare, medical services and resources of other structural subdivisions of the School;

5.5.4. Participate in the research and design and analytical work carried out by the School;

5.5.5. Submit their works for publication, i. a. in the School editions;

5.5.6. Make suggestions to the School administration on the improvement of educational, research and design and analytical work at the School;

5.5.7. Enjoy privileges and guarantees stipulated by the current legislation, this Statute, the Academic Policy of the Educational Program and other bylaws of the School;

5.5.8. Safe conditions of study and stay at the School;

5.5.9. Respect for their human dignity, freedom of religion, information, free expression of their own opinions and beliefs;

5.5.10. Execute other rights stipulated by the current legislation on education, this Statute, the Academic Policy of the Educational Program and other bylaws of the School.

5.6. Irrespective of the type of educational programs, the School students shall:

5.6.1. Comply with the School Statute, provisions of the Academic Policy of Educational Program, requirements of other bylaws of the School that regulate the educational process and the procedure of staying at school, as well as contractual requirements for provision of educational services;

5.6.2. Attend classes, complete all types of assignments and activities to control mastering of the educational material as stipulated in the curriculum and educational program within established terms;

5.6.3. Take good care of the Schools' property;
5.6.4. Respect honor, dignity and rights of other students and employees of the School;
5.6.5. Comply with the academic discipline, legal norms, generally accepted moral and ethical standards and principles, as well as the ethical norms established by the School, i. a. together with the communities of the School graduates and students.

5.7. Irrespective of the type of educational programs, the School students may be expelled from the School in the following cases:

5.7.1. Voluntary refusal from further education and termination of the educational services contract concluded with the School at the student's will based on a respective personal written application;

5.7.2. Transfer to another educational institution;

5.7.3. Impossibility to continue studying for reasons not attributable to the student, i. a. if a medical opinion on the student's health condition preventing further education and stay at the School is issued;

5.7.4. Failure to eliminate academic debt within the established term, i. e. failure to fulfill the obligations on conscientious mastering the educational program and implementing the curriculum;

5.7.5. The student's failure to pass the final examination of the educational program or to receive satisfactory results at the final examination in accordance with bylaws of the School approved by the Rector;

5.7.6. Tuition fee payment arrears;

5.7.7. Single gross violation (i. a. unauthorized access to and/or disclosure of confidential information, falsification of documents, disrespectful attitude towards employees, students or professors of the School, gross violation of ethical standards and rules, plagiarism, etc.) or repeated violations of this Statute, provisions of the Academic Policy of Educational Program, other bylaws of the School, as well as the terms of the educational services contract concluded with the student.

5.8. In the event of early expulsion of the student from the School, a certificate of study shall be issued.

5.9. In the event of a single, non-gross violation of requirements of this Statute, provisions of the Academic Policy of Educational Program, as well as provisions of the educational services contract concluded with the student, the latter may be subject to disciplinary penalty in the form of an admonition or reprimand.

5.10. Disciplinary penalties, including expulsion, may be imposed on a student after receiving a written explanation regarding the committed misconduct from him/her.

5.11. Disciplinary penalty may be imposed on a student not later than one month from the day of the discovery of the misconduct and not later than six months from the date of committing it, exclusive of the time of illness of the student and/or his/her vacation.

5.12. Expulsion from the School shall be carried out based on the Rector's order issued in accordance with a resolution adopted by the Board of Academics of the School.

Attendees

5.13. Attendees shall mean person enrolled based on the Rector's order for training under supplementary vocational education programs providing for professional retraining and/or advanced training, internship, or for training under short-term thematic training programs in the form of seminars and/or internships, not followed by final examination and issuance of education and/or qualification documents.

5.14. Admission of attendees under separate programs of supplementary vocational education may be carried out based on the results of preliminary testing, individual interview or other forms and criteria of

competitive selection independently determined by the School depending on the type and content of the relevant educational programs and used to determine the attainment level of attendees for mastering their respective educational programs and/or individual courses, as well as for forming groups in accordance with the attainment level of attendees.

5.15. Attendees having mastered the supplementary professional program in full and successfully passed the final examination shall receive the relevant documents on supplementary professional education (qualification documents) in a School-approved format: a certificate of continuing education, a diploma of professional retraining, i. a. a diploma of professional retraining awarding a qualification.

5.16. Attendees having completed training under short-term thematic training programs not followed by final examination and issuance of educational and/or qualification documents shall receive a School certificate on completing the training under the relevant short-term program or participating in the relevant educational (consultative) event.

6. PERSONNEL

6.1. Positions of teaching, scientific, engineering and technical, administrative and other personnel are established at the School in accordance with the approved structure and staffing chart of the School.

6.2. Positions at the School shall be filled on the basis of employment contract concluded between the School and the employee in accordance with the current legislation.

6.3. The procedure for hiring and dismissal of employees, personnel appointments, filling positions, certification of personnel is established by the School independently in accordance with the requirements of the current legislation and this Statute.

6.4. Persons with higher education and generally experience in practical work in the relevant specialty (qualification) are admitted to pedagogical activity at the School.

6.5. Positions of professors and scientific staff at the School shall be filled under employment contract concluded with the School in accordance with the current legislation.

6.6. The School may engage experts on a part-time basis or under civil law contracts in the manner established by the current legislation in order to carry out educational process and complete other statutory tasks.

6.7. The volume of academic load of the teaching staff shall be established by the School independently in accordance with the requirements of the current legislation, taking into account qualifications of the employees, the number of hours under educational programs and the curriculum, availability of personnel of certain profile and/or qualification, other conditions of work at the School.

6.8. Pedagogical and scientific employees of the School may in accordance with the established procedure:

6.8.1. Be elected to the collegial management bodies of the School in accordance with the established procedure;

6.8.2. Participate in the discussion and resolution of issues pertaining to the educational and research, scientific and methodological and design and analytical activities of the School;

6.8.3. Participate in determining the content of educational programs and training courses in accordance with the state educational standards, as well as the needs of customers and students;

6.8.4. Participate in selection of methods, techniques, means, training technologies, as well as in conducting researches that most fully meet the individual features of students, security measures, ensure the high quality of educational and research process and meet the scientific and methodological requirements and standards established by the School;

6.8.5. Obtain technical, financial, administrative and organizational support for their professional activities at the School;

6.8.6. Exercise other rights granted by the current legislation, this Statute and bylaws of the School.

6.9. Pedagogical and scientific employees of the School shall:

6.9.1. Ensure high quality and effectiveness of educational, research, scientific and methodological, design and analytical activities;

6.9.2. Form in the students professional knowledge, abilities and skills meeting modern requirements to the level of qualification and the quality of solving professional tasks;

6.9.3. Improve their professional level and qualification on a regular basis;

6.9.4. Participate in research, scientific and methodological, design and analytical work, in introduction of the research results into educational and professional practice in order to ensure high level of the education content and the quality of completion of the School's statutory tasks;

6.9.5. Comply with the School Statute.

6.10. Rights and obligations of engineering and technical, administrative and other personnel of the School shall be determined by the current labor legislation, employment contracts concluded with them, internal regulations for the School employees, job descriptions approved by the Rector.

6.11. The School shall independently, in accordance with requirements of the current legislation, determine the system and forms of remuneration of personnel, amounts of salaries and additional payments, bonuses, bonuses and other incentive payments.

The School shall independently, in accordance with requirements of the current legislation, establish working day duration and schedule, personnel work schedule, procedure for provision of days off and vacations, internal labor regulations for the personnel.

7. EDUCATIONAL, RESEARCH, SCIENTIFIC AND METHODOLOGICAL, DESIGN AND ANALYTICAL ACTIVITIES

7.1. The School shall independently develop, approve and implement educational programs for professional retraining and advanced training of specialists,

training of scientific and pedagogical personnel in the relevant areas

(specialties) of management activities in accordance with the requirements of the applicable legislation, acts of the federal executive authority, taking into account the clients' and students' needs in the manner established by the School.

7.2. The types and areas of professional retraining and advanced training of specialists, forms and duration of educational programs of supplementary vocational education provided by the School shall be determined by the School in accordance with the license for educational activities obtained by it in accordance with the established procedure, training objectives, as well as educational services contracts concluded by the School with customers or directly with attendees.

7.3. The objective of professional retraining of specialists, including that with assignment of an additional qualification "Master of Business Administration (MBA)" shall be acquisition by the students of additional knowledge necessary for performance of a new type of professional activity.

Professional retraining of specialists shall be generally carried out on the basis of higher education.

The educational level of attendees under professional retraining programs shall not be lower than the level of education required for a new type of professional activity or for assigning an additional qualification.

Unless otherwise stipulated by law, the content of supplementary vocational education shall be determined by the educational program developed and approved by the School.

7.4. The objective of advanced training shall be updating theoretical and practical knowledge of specialists in connection with the increased requirements for the level of their qualification and the need to master modern techniques and methods for solving professional management tasks.

Implementation of the advanced training program shall be aimed at improving and/or obtaining new competencies required for professional activities and/or increasing the professional level within the existing qualification.

Implementation of the professional retraining program shall be aimed at obtaining competence required for performance of a new type of professional activity, acquiring new qualification.

7.5. The objective of the internship shall be formation and practical reinforcement of professional knowledge, skills, abilities obtained as a result of theoretical training, as well as studying best practices in managerial activities, acquisition of professional managerial and organizational skills in order to perform duties within the occupied management position or a higher one.

The internship may constitute one of the sections of a supplementary professional program and/or curriculum for professional retraining and/or advanced training of specialists. The School may also implement entire supplementary professional programs in the form of internship.

The internship shall be carried out for the purposes of studying the best practices, including foreign ones, as well as reinforcing theoretical knowledge obtained in the course of mastering professional retraining or advanced training programs, and acquiring practical skills and abilities for efficient use thereof in the performance of their job duties.

7.6. The modes of attendance at the School are as follows: full-time, part-time (modular) and extramural studies.

7.7. As far as professional retraining and advanced training programs are concerned, training groups shall be formed taking into account the level of education, position held, duration of practical work of students, and other criteria established by the School.

7.8. The educational process at the School shall be governed by curricula with the breakdown of the individual educational program content by training courses, disciplines, modules, calendar terms of mastering, by years of study if necessary; by the annual calendar training schedule, as well as the classes schedule independently developed by the School and approved by the Rector.

7.9. The School may carry out educational process throughout the entire calendar year.

7.10. The following types of training sessions and works shall be used for implementing the educational process at the School: lectures, practical and seminar classes, laboratory work, round tables, master classes, workshops, business games, role games, trainings, experience exchange seminars, field studies, consultations, completion of qualification papers, graduate theses, design works and other types of training sessions and works defined by the curriculum.

7.11. The School shall independently choose the system of assessment, forms, procedure and frequency of intermediate examination of the students. The attendees' level of knowledge shall be assessed based on the results of the current academic performance rating, when passing tests, exams, credits, critical design reviews, reports on internships and in other forms.

7.12. Mastering of educational programs for professional retraining and advanced training shall be followed by the final examination of the attendees.

7.13. The final examination of attendees may consist of one or several tests depending on the type of supplementary professional program and the study duration.

The final examination may include: a final exam on a separate discipline; a final interdisciplinary exam on a training program; preparation and critical review of a final certification design.

7.14. Examination tests included in the final examination may not be replaced by assessment of the knowledge level based on the current academic performance rating and intermediate examination of attendees.

7.15. The type, form, content and conditions of the final examination tests included in the final examination of attendees, the procedure and terms of informing the attendees thereof, requirements to the final examination design, the procedure and terms for preparation and critical review thereof, the criteria for assessing knowledge and preparing attendees at examination tests shall be as determined by the Academic Policy of Educational Program and Rector's orders.

7.16. An attendee having fulfilled all requirements of the curriculum under the professional retraining program and successfully passed the final examination shall receive a diploma of professional retraining certifying his/her right (qualification) to conduct professional activity in a certain management sphere.

7.17. An attendee having fulfilled all requirements of the curriculum under the advanced training program and successfully passed the final examination shall receive a corresponding certificate of advanced training depending on the training duration.

7.18. Attendees having completed short-term thematic training programs in the form of seminars and/or internships not followed by final examination and issuance of qualification documents shall receive a School certificate on completing the training under the relevant short-term program or participating in the relevant educational (consultative) event.

7.19. Unless otherwise established by the contract with the customer, the School shall carry out theoretical, applied and experimental developments under research and design and analytical works, the areas and subjects of which shall be independently determined by the School in accordance with the principal tasks of its activities as defined in this Statute and approved by the Rector following consideration and provision of recommendations on them by the Board of Academics of the School.

7.20. The School shall carry out scientific and methodological work in order to improve the quality of professional retraining and advanced training of management personnel in accordance with the subject and plan of such work approved for each academic year by the Rector following consideration and provision of recommendations on them by the Board of Academics of the School.

7.21. The School shall arrange for publication of teaching aids, methodological recommendations, monographs, other materials following results of research, scientific and methodological and design and analytical works in accordance with recommendations of the Board of Academics of the School.

7.22. Training at the School shall be conducted in English, except for individual programs which may include disciplines and courses taught in Russian.

8. SCHOOL MANAGEMENT BODIES

Management bodies of the School are: the School Founder, the School Rector, the School President, the Board of Academics, the International School Board, the General Meeting of the School Employees.

The Founder of the School

8.1. The supreme management body of the School with the principal function of ensuring the School conformance to its objectives shall be the Founder of the School.

8.2. The exclusive competence of the Founder of the School shall include:

- 1) Amendment of the School Statute;
 - 2) Determining priority directions of the School development and activities for completion of its statutory tasks;
 - 3) Determining the principles of formation and use of the School property and disposal thereof;
 - 4) Determining the forms and scope of participation of the Founder and other persons in the School development projects;
 - 5) Appointment and early dismissal of the Rector in accordance with this Statute;
 - 6) Formation of the International School Board in accordance with this Statute;
 - 7) Approval and amendment of the annual financial plan (budget) of the School;
 - 8) Approval of the annual report on the School activities and annual accounting (financial) statements;
 - 9) Appointment of audits of financial and business activity of the School, approval of the audit firm or individual auditor of the School;
 - 10) Adoption of resolutions on establishment and liquidation of branches and representative offices of the School;
 - 11) Making decisions on the consent to be given for performance by the School of any transaction (related transactions), the value of which exceeds fifteen million rubles (RUB 15,000,000) or equivalent amount in other currency estimated as per the exchange rate of the Central Bank of the Russian Federation as of the transaction date, except for transaction of selling educational services by the School, conducting research and consulting;
 - 12) Making decisions on the establishment by the School of other legal entities, on participation and termination of participation of the School in other legal entities;
 - 13) Making decisions on restructuring and dissolution of the School, on appointment of the winding-up board (the liquidator), and on approval of the liquidation balance sheet.
- 8.3. The Founder may make decisions on other issues not pertaining to the exclusive competence of the Founder of the School in accordance with this Statute.
- Issues pertaining to the exclusive competence of the School Founder may not be submitted for consideration to other management bodies of the School.
- 8.4. Decisions of the School Founder taken within its competence shall be binding on the School.

Rector

8.5. The sole executive body of the School shall be the Rector appointed by the Founder of the School for a term of office of five (5) years with the right of reappointment for a new term.

8.6. The Rector shall be accountable to the Founder of the School and shall bear personal liability to the Founder for performance of the School's statutory activity in strict conformance to the financial plan (budget) approved by the Founder.

8.7. When appointing the Rector, an employment contract shall be concluded with him/her determining the conditions of his/her work and wages, such contract to be signed on behalf of the School by a person authorized by the Founder of the School to do so.

8.8. The Rector shall perform direct supervision of the day-to-day activities of the School, except for functions and authorities pertaining to the competence of other management bodies of the School.

8.9. The School Rector shall:

- 8.9.1. Represent the School without a power of attorney in all state bodies, local government bodies, in relations with legal entities and individuals;
- 8.9.2. Conclude transactions on behalf of the School and perform other legally significant acts on behalf of the School, except for transactions requiring consent of the School Founder in accordance with this Statute;
- 8.9.3. Dispose of the property and funds of the School in the manner established by the current legislation, this Statute, resolutions of the School Founder, i. a. in accordance with the approved financial plan (budget) and the intended purpose of such property and funds;
- 8.9.4. Open settlement and other accounts of the School with banking organizations in the Russian Federation and abroad in accordance with the current legislation, sign financial documents of the School;
- 8.9.5. Establish separate special-purpose funds of the School in accordance with the financial plan (budget) of the School approved by the School Founder;
- 8.9.6. Arrange for and ensure the proper condition and reliability of the School's accounting and tax records, accounting books, timely payment of taxes and other mandatory payments by the School in the manner and in the amounts established by the current legislation, timely submission by the School of annual and current reports and other financial and statistical reporting to the relevant state bodies;
- 8.9.7. Arrange preparation of annual reports and annual balance sheets, financial plan (budget) of the School for the next financial year, drafts of other documents and submission thereof to the School Founder for approval in accordance with its exclusive competence;
- 8.9.8. Ensure compliance with resolutions of the School Founder, International School Board and the Board of Academics;
- 8.9.9. Determine the list of information constituting the trade secret of the School, ensure protection of confidentiality thereof as required by the current legislation on trade secret;
- 8.9.10. Approve the prices for services rendered and works performed by the School, for goods produced and/or sold by the School, determine conditions for selling results of the School activities in accordance with the financial plan (budget) approved by the Founder;
- 8.9.11. Approve the staffing chart of the School in accordance with the approved organizational structure and financial plan (budget);
- 8.9.12. Determine the system of hiring employees, forms and principles of labor remuneration, amounts of wages, bonuses, allowances, other incentive payments for the School personnel as required by the current legislation, resolutions of the Founder and other bylaws of the School;
- 8.9.13. Select and appoint personnel, hire and dismiss the chief accountant of the School, hire and dismiss other employees in accordance with the current labor legislation and staffing chart of the School, conclude and terminate employment contracts with them, i. a. subject to the procedure of competitive selection and election established by the current legislation for filling positions of professors and heads of structural subdivisions of the School providing the educational process, respectively;
- 8.9.14. Independently appoint and dismiss heads and other officers of structural subdivisions, including branches and representative offices of the School;
- 8.9.15. Organize the work of the School personnel, delegate a part of his/her powers to protectors and other employees of the School, if necessary, issue powers of attorney for the right to represent the School, including powers of attorney with the right of delegation;
- 8.9.16. Apply incentives to and impose penalties on the School employees;
- 8.9.17. Ensure conformance by the School students and staff to internal regulations, occupational safety standards, safety regulations, industrial sanitation, fire safety rules;
- 8.9.18. Determine the number and list of the Board of Academics, organize operation thereof;
- 8.9.19. Determine the number of students under educational programs provided by the School in accordance with the license for conducting educational activities issued to it and recommendations of the Board of Academics;
- 8.9.20. Approve educational programs, curricula, programs of research, scientific and methodological and design and analytical works, programs and projects aimed at improving the School activities on completion of its statutory objectives and tasks, publishing programs and publication plans, approve reports on implementation thereof based on recommendations of the Board of Academics;
- 8.9.21. Approve calendar training schedules, classes schedule;
- 8.9.22. Issue orders, instructions, approve regulations on structural subdivisions of the School, approve Academic Policies of Educational Programs, amendments and addenda thereto, job descriptions,

internal regulations, other internal bylaws, give instructions binding for students and employees of the School, arrange monitoring of conformance thereto;

8.9.23. File claims and suits to legal entities and individuals on behalf of the School in accordance with the current legislation;

8.9.24. Arrange storage of minutes of meetings of the School Founder and the Board of Academics, ensure issuance of certified extracts from these minutes upon written request of the School Founder, members of the Board of Academics and other interested persons on issues concerning them;

8.9.25. Ensure safety of organizational, financial and business, administrative and other documents reflecting the School activities, including those on personnel, in the manner stipulated by the current legislation;

8.9.26. Perform other actions within his/her competence provided for by this Statute, resolutions of the School Founder, the Board of Academics and the current legislation.

8.10. The Rector shall be liable to the School for damages caused to the School by his/her faulty actions (omissions) in accordance with the current legislation.

8.11. The Rector's activity may be terminated:

8.11.1. Due to expiry of the term of office established by this Statute;

8.11.2. At his/her own will expressed in a written application submitted to the School Founder;

8.11.3. Due to early termination of his/her powers and election of another person to this position by resolution of the School Founder;

8.11.4. Based on other grounds provided for by the current legislation.

8.12. The Rector shall recommend to the School Founder the candidates to the position of the School President to be appointed by the School Founder for three (3) years from among persons who have made a significant contribution to the School development respected by the School team and scientific and pedagogical and/or professional management community.

8.13. No person may hold the positions of the School President and Rector simultaneously. Further, the President is accountable to the School Rector in respect of issues pertaining to the Rector's competence, and shall be directly accountable to the School Founder in respect of tasks and assignments set by resolutions of the School Founder.

8.14. The President of the School shall:

1) Be entitled to address the School Founder with issues pertaining to the exclusive competence of the Founder, within the limits of the President's powers and tasks set by the School Founder;

2) Arrange for influential external support for innovative programs and projects implemented by the School;

3) Arrange for implementation of the School policies and procedures aimed at raising sponsor funds, voluntary property contributions and donations from individuals and legal entities, as well as technical, financial, administrative support for the School statutory activities;

4) Represent the School at Russian and foreign forums, in relations with state bodies, local government bodies, Russian, foreign, international, public, other organizations, key clients, graduates and other stakeholders of the School;

5) Submit proposals for consideration by the Board of Academics, the Rector concerning improvement of the organization of the educational process, research, scientific and methodological, design and analytical, staff management, educational work, formation and use of the School's property, provide advice on these and other issues;

6) Arrange for implementation of the School projects commissioned by the School Founder and Rector;

7) Exercise other functions and powers provided for by the current legislation, this Statute, resolutions of the School Founder and Rector.

8.15. The President of the School may use library and information funds, communication services, transport, as well as other School resources established by local regulations of the School as may be required for the proper execution of his/her functions and powers.

8.16. The President of the School shall be compensated for expenses associated with the execution of his/her functions and powers provided for by this Statute and the employment contract.

The content and amount of such compensations, the procedure for payment thereof shall be as determined by resolution of the School Founder upon recommendation of the School Rector and shall be included in the financial plan (budget) of the School for the next financial year.

8.17. Upon recommendation of the Rector and by resolution of the School Founder, a fixed-term employment contract regulating labor relations between the School and the President and setting specific goals and objectives, as well as criteria for assessing the President's performance shall be concluded with the President of the School in the manner established by the current legislation. The employment contract with the President of the School shall be signed on behalf of the School Founder by a person authorized by the School Founder. The President of the School shall act under a power of attorney issued by the School.

8.18. The President's activity may be terminated:

8.18.1. Due to expiry of the term of office established by this Statute;

8.18.2. At his/her own will expressed in a written application submitted to the School Founder;

8.18.3. Due to early termination of his/her powers and election of another person to this position by resolution of the School Founder;

8.18.4. Based on other grounds provided for by the current legislation.

Board of Academics

8.19. For the purposes of defining and implementing a strategy for the School functioning and development in terms of determining the content and technologies of implementation of educational, research, scientific and methodological, design and analytical activities, consideration of personnel issues of pedagogical and scientific personnel, ethics and behavior issues of students, a collegiate management body – the Board of Academics – shall be established in the School.

8.20. The main objectives of the Board of Academics are:

8.20.1. Coordination of educational, research, scientific and methodical, design and analytical activities of the School;

8.20.2. Determining the content, forms, methods, technologies of implementation of supplementary vocational education programs and organization of the educational process;

8.20.3. Elaboration of recommendations to the Rector on personnel issues in respect of pedagogical and scientific personnel of the School.

8.21. The Board of Academics shall include the Rector being the Chairman of the Board of Academics, heads of educational, research, design and analytical structural subdivisions of the School, as well as other persons appointed by the Rector to the Board of Academics.

8.22. The list of members of the Board of Academics shall be announced by the Rector's order.

8.23. A deputy chairman of the Board of Academics and the Academic Secretary shall be appointed from among the Board of Academics members upon recommendation of the Chairman of the Board of Academics and shall be announced by the Rector's order.

8.24. In the event of termination of an employment or civil law contract concluded with the School, a member of the Board of Academics shall automatically withdraw from the Board of Academics, unless the School Rector resolves otherwise.

8.25. The term of office of the Board of Academics shall be two (2) years.

8.26. The competence of the Board of Academics shall include:

8.26.1. Consideration of issues and elaboration of proposals to the School Rector on opening (closing) of areas and specialties of professional retraining and advanced training of attendees, training of scientific and pedagogical staff;

8.26.2. Discussion of content of educational programs, curricula, calendar training schedules, individual courses and disciplines in the areas of professional retraining and advanced training of specialists, the forms and duration of mastering thereof by attendees, making recommendations for approval thereof by the School Rector;

8.26.3. Consideration of issues and provision of recommendations to the School Rector on the methodology for admission of students to relevant educational programs of the School;

8.26.4. Making decisions on imposition of disciplinary penalties on students, including on expulsion of students from the School, to be basis for the School Rector to issue an appropriate order;

8.26.5. Consideration and making recommendations on approval of the program of research, scientific and methodological and design and analytical works and reports on completion thereof;

8.26.6. Making recommendations on the publication of results of research, scientific and methodological and design and analytical work, presentation of developments for nomination to prizes and awards;

8.26.7. Consideration and making recommendations on approval of publishing programs and publication plans, recommendation of employees' and attendees' works for publication;

8.26.8. Recommendation of pedagogical and scientific employees of the School to awarding honorary and academic titles;

8.26.9. Other powers pertaining to the competence of the Board of Academics in accordance with the current legislation and this Statute.

8.27. A meeting shall be the main form of arrangement the Board of Academics work. The Rector may invite persons with special merits, authority and achievements in educational, research and scientific activities both in the Russian Federation and abroad to attend the Board of Academics meeting. The said persons may not vote at the Board of Academics meeting.

8.28. Meetings of the Board of Academics shall be held as necessary, but generally at least once every six months according to the work plan of the Board of Academics. The meeting shall be deemed duly constituted if more than a half of the members of the Board of Academics are present, without taking into account retired

members of the Board of Academics. Resolutions shall be taken by a majority vote of the Board of Academics members attending the meeting. In case of equal votes the Rector's vote shall be decisive.

8.29. Following the Board of Academics meeting, minutes of meeting shall be drawn up and signed by the Chairman of the Board of Academics or by other person presiding at the meeting, and by the Academic Secretary.

8.30. Minutes of meetings of the Board of Academics shall be drawn up and maintained by the Academic Secretary, who shall be responsible for the correctness of the minutes.

8.31. Safekeeping of minutes of the Board of Academics meetings shall be arranged by the Chairman of the Board of Academics.

8.32. Resolutions of the Board of Academics shall take effect immediately after the minutes of the meeting are signed by the Chairman of the Board of Academics and the Academic Secretary, such minutes being the basis for the Rector to issue the relevant order in cases provided for by the current legislation and this Statute.

8.33. Resolutions of the Board of Academics taken within the Board's competence and in cases provided for by the Statute shall be binding for the Rector and for all employees of the relevant structural subdivisions of the School.

International School Board

8.34. The International School Board is the collegial management body of the School as regards issues related to determining the School's strategy and providing recommendations to the School Founder in determining the School's areas of priority.

8.35. The tasks of the International School Board are:

8.35.1. Provision of a long-term vision of the School development, elaboration of recommendations on strategic directions and provision of independent consultations and evaluation on key issues of the School development;

8.35.2. Provision of advice to the School Founder and management on key issues of strategic development in order to ensure the School operation at the level of highest international standards;

8.35.3. Consultation on the development and implementation of educational programs of the School, research and publishing activities, engaging and developing key personnel, etc.;

8.35.4. Distribution of information about the School in the business community, among general public and in the media;

8.35.5. Assistance in raising additional resources for the School development.

8.36. The International School Board shall be formed by the School Founder at its discretion and may include both representatives of the Founder and persons with special merits and achievements in educational and/or managerial activities both in the private sector of the economy and in state bodies of power and administration.

8.37. A resolution on the number and list of members of the International School Board, appointment or early termination of powers of the International School Board members shall be made by the Founder, taking into account recommendations of the authorized members of the International School Board.

8.38. The term of office of members of the International School Board shall be three (3) years. A person may be appointed a member of the International School Board for unlimited number of times.

8.39. Other issues associated with the procedure for the formation, list of members and activities of the International School Board shall be governed by the Regulations on the International School Board approved by the School Founder.

8.40. The competence of the International School Board shall include:

1) Elaboration of a long-term vision of the School development;
2) Preparation and provision of recommendations to the School Founder on the strategic areas of its activities;

3) Elaboration of proposals for the establishment, strengthening and development of partnership relations of the School with Russian and foreign scientific, educational, production organizations in line with the School's statutory objectives and development strategy;

4) Elaboration and submission for review by the School Founder of proposals for improving the organization of the educational process, the fund raising process, formation and use of the School property, provision of recommendations on these and other issues;

5) Provision of advice to the School management on the issues of organization of its business processes, compliance with international standards and development of immediate practical recommendations.

8.42. Upon resolution of the School Founder, other management bodies may be established in the School, including educational and methodological board and other boards, academic and other associations in various areas acting on the basis of certain regulations on them as approved in the manner defined by this Statute.

9. SCHOOL ECONOMY. PROPERTY FORMATION AND USE

9.1. The sources of property formation in the School are:

9.1.1. Property and funds provided to it by the Founder for operational management;

9.1.2. Funds received as payment for training and from other revenue-generating activity;

9.1.3. Funds of various-level budgets of the budgetary system provided to the School for performance of its statutory activities in accordance with the current legislation;

9.1.4. Special purpose receipts, voluntary asset donations, grants from legal entities and individuals, including foreign ones;

9.1.5. Loans from banks and other creditors;

9.1.6. Other sources not prohibited by the current legislation.

9.2. For the purpose of supporting the statutory activities of the School, the Founder may transfer to the School's property complex the property fully owned by the Founder, including equipment, monetary funds, other necessary assets, which shall be assigned to the School on the basis of operational management and shall be recorded on its separate balance sheet.

9.3. The School's right of operational management of property transferred by the Founder arises from the date of actual transfer of the property under a certificate(s) of acceptance signed by the authorized representatives of the Founder and the School, or from the date of crediting monetary funds to the School's settlement account; and for real estate items – from the date of state registration of such right.

9.4. As regards a separate part of the Founder's assets assigned to the School under the right of operational management, the School shall execute the rights of possession, use and disposal within the limits established by the current legislation and in accordance with the objectives of its activity and the purpose of the property.

9.5. The School shall independently carry out routine maintenance and proper operation of the property transferred to it by the Founder for operational management.

9.6. The School may not alienate or allow destruction of the Founder's property directly transferred to it for operational management, as well as property acquired at the expense of the funds provided to it by the Founder under an estimate and to be directly spent by it for intended purpose in accordance with the financial plan (budget) approved by the Founder, without the Founder's consent.

9.7. The School may carry out revenue-generating activities insofar as it serves the achievement of the School objectives.

9.8. Revenues obtained by the School from the revenue-generating activities carried out by it in accordance with this Statute and the current legislation, as well as movable property acquired at the expense of such revenues, shall be transferred to the School's independent disposal in accordance with the current legislation and this Statute.

9.9. The School shall independently use and dispose of the property gratuitously received by it as a gift, donation or under testament, as well as its exclusive rights to intellectual activity results (intellectual property).

9.10. Target contributions, including special-purpose receipts for the maintenance of the School and its statutory activities transferred by the Founder, by other Russian or foreign legal entities and individuals in accordance with the contracts concluded with the School shall only be used by the School for the purposes stipulated in such contracts.

9.11. The School may not dispose of immovable property items, either directly transferred to it by the Founder for operational management or acquired by it at the expense of the funds provided to it by the Founder under an estimate, and acquired by it at the expense of the proceeds of its revenue-generating activities carried out in accordance with the current legislation and this Statute, or on other grounds by alienating them in any manner, i. a. by sale, pledge, contribution to the authorized (share) capital of business entities and partnerships, contribution of a participant to the property complex of a non-profit organization, without the School Founder's consent.

9.12. The School may independently establish and charge a fee for the educational services provided, i. a. for training within the state educational requirements, the amount of such fee to be approved by the Rector, unless otherwise established by the contract with the customer requiring such services and/or works.

Paid educational activity of the School in accordance with the current legislation shall not be considered entrepreneurial activity if all income received from it is used to compensate for the costs of providing and developing the educational process, including the wages of the School employees.

9.13. Professional retraining, advanced training or internship of the Founder's representatives, carrying out research, scientific and methodological or design and analytical work under assignments of the Founder shall be carried out by the School on the basis of separate contracts with the Founder subject to separate financing of the specified types of work.

9.14. The School shall independently in the manner established by this Charter draw up plans of financial and business activities, establish prices for other services provided, works performed, goods produced in accordance with the concluded contracts and requirements of the current legislation.

9.15. The School may use loans provided by Russian and foreign banks and other credit institutions, loans from other persons in the manner established by the current legislation and this Statute.

9.16. The School shall be entitled to deposit monetary funds into securities and other values, with credit organizations, to perform any legal transactions with transferable securities, to purchase and sell proprietary and personal non-proprietary rights, to participate in business entities and partnerships on faith as an investor, if it complies with the objectives of the School formation.

9.17. The School may in the manner stipulated by this Statute provide for lease or temporary gratuitous use the property temporarily not used directly for the School's statutory activity, both that transferred by the Founder for operational management by the School and acquired by the School as a result of revenue-generating activities, as well as act as a tenant of movable and immovable property required for performance of its statutory activities.

9.18. The School may create reserves and funds necessary for its efficient activities.

9.19. The School shall be liable for its obligations to the extent of all the funds at its disposal (and other property as may be stipulated by law) and shall not be liable for the Founder's obligations.

In case the School's funds are insufficient, the penalty may not be applied to other assets of the School, either assigned to it by the Founder under the right of operational management or acquired by it at the expense of income received from other revenue-generating activities.

In this case, the subsidiary liability for the School's obligations shall be borne by the Founder in accordance with the current legislation.

9.20. Non-recoverable debts, shortages and tangible assets lost, as well as obsolete, worn out property and property unusable for further use shall be written off the balance sheet based on the Rector's orders issued in accordance with the current legislation.

9.21. The Founder may control the proper use of the property transferred by it to the School for operational management, as well as the targeted spending of funds provided to the School under the estimate, in the manner established by the current legislation, i. a. by submitting written requests to the School demanding provision of additional reports by the latter.

10. INTERNATIONAL AND FOREIGN ECONOMIC ACTIVITY OF THE SCHOOL

10.1. The School may carry out international cooperation in the sphere of administrative, educational, research, scientific and methodical, design and analytical activities in accordance with the current legislation, join non-governmental international organizations, pass public accreditation with foreign and international organizations.

10.2. Professional retraining, advanced training and internships of specialists in the field of managerial, educational, scientific activities from among foreign citizens at the School, as well as students and employees of the School in foreign educational and scientific organizations shall be carried out under international agreements and contracts independently concluded by the School in accordance with current legislation and internal bylaws of the School.

10.3. The School may independently conclude joint activity agreements with foreign participants, create separate structural subdivisions of the School together with them as may correspond to the objectives and tasks of its statutory activities.

10.4. The School may participate in international programs of bilateral and multilateral exchange of students, pedagogical and scientific employees with foreign educational and scientific organizations corresponding to the objectives and tasks of the School's statutory activities.

10.5. In order to ensure completion of its statutory objectives and tasks, the School may carry out foreign economic activities in the manner established by the current legislation.

11. ACCOUNTING, REPORTING, CONTROL OF FINANCIAL AND BUSINESS ACTIVITIES OF THE SCHOOL

11.1. The School shall keep operational and accounting records of the results of its activities, maintain statistical and accounting statements in the manner established by the current legislation.

11.2. The School shall provide the relevant state and municipal authorities with reporting required for taxation and keeping the state system of gathering economic data within the terms and in the manner established by the current legislation.

11.3. The School officials shall be responsible for the proper condition of accounting and other reporting of the School in the manner established by the current legislation.

11.4. The annual report and the annual balance sheet of the School shall be prepared by the Rector and submitted for approval by the School Founder no later than three months after the end of a financial year.

11.5. Control over financial and business activities of the School shall be carried out by the audit commission established by the Founder's resolution.

11.6. For the purposes of monitoring financial and business activities of the School, the School Founder may resolve to appoint an audit of the School by an external auditor approved by the School Founder and having no property interests in the School, its Rector, chief accountant, School Founder, other officials directly responsible for the condition of the accounting and financial records and reporting of the School, and such audit shall be conducted in accordance with requirements of the current legislation on auditing.

11.7. Arrangement of the document flow in the School and its structural subdivisions, ensuring mandatory storage of the School documents as provided for by the current legislation shall be carried out by the Rector.

11.8. Provision of information on the legal status, educational, research, scientific and methodological, design and analytical, financial and business activities of the School, i. a. financial plans (budgets), reports on financial and business activities, balance sheets, accounting and tax reporting to state authorities, local government bodies, directly to the Founder or other stakeholders, on matters concerning them, shall be carried out by the Rector on the basis of their respective written requirements, unless otherwise expressly provided by the current legislation.

12. SCHOOL BYLAWS

12.1. Activities of structural subdivisions, students and employees of the School shall be governed by the current legislation, this Statute and bylaws developed and published by the School in accordance with the current legislation, namely: resolutions of the School Founder, the Board of Academics, orders of the Rector, instructions of other School officials, i. a. heads of structural subdivisions of the School ensuring the educational process, published within their competence and powers determined by job descriptions and orders of the Rector.

12.2. Bylaws of the School governing its statutory activities include: Academic Policies of Educational Programs of the School, internal regulations for employees, regulations on management bodies of the School, on individual structural subdivisions of the School, on the procedure for filling positions of teaching and scientific staff of the School; regulations governing the organization of the educational, research, scientific and methodological and design and analytical activities of the School, arrangement of the work of the School staff, performance of certain functions and execution of certain powers of the School within its statutory activities, curricula for individual educational programs, calendar training schedules, classes schedules, job descriptions and other bylaws approved by the Rector.

13. REORGANIZATION AND LIQUIDATION

13.1. Resolution on reorganization of the School shall be accepted by the Founder.

13.2. Upon reorganization of the School, its rights and obligations shall be transferred to the assignee in the scope and in the manner established by the current legislation.

13.3. The School may be liquidated by resolution of the Founder made in the manner stipulated by this Statute or by a court decision in the events provided for by the current legislation of the Russian Federation.

13.4. Upon liquidation of the School, after its creditors' claims are satisfied, the property fully owned by the Founder, previously transferred to the School for operational management and reflected on a separate balance sheet shall be transferred to the Founder, unless otherwise determined by the Founder's resolution, and the remaining property of the School shall be allocated for the development of education in accordance with the constituent documents of the School.

13.5 Liquidation of the School shall be considered completed, and the School shall be considered ceased to exist since the introduction of the respective record in the Unified State Register of Legal Entities.

14. PROCEDURE OF AMENDMENT OF THE SCHOOL STATUTE

14.1. This Statute may be amended by the initiative of the School Founder, the Rector.

14.2. The proposal for relevant changes to be made in the School Statute shall comply with the procedure described in this Statute.

14.3. If the proposed changes are to be coordinated by the Founder with the collegial management body of the School – the General Meeting of the School Employees, where this is provided by the current legislation, the Founder shall instruct the Rector to organize and carry out coordination of these amendments in the School Statute to be formalized by the minutes of the General Meeting of the School Employees.

14.4. Upon approval of the proposed amendments to the School Statute as specified in clause 14.3. hereof by the General Meeting of the School Employees, the proposed amendments shall be approved by the Founder in the manner stipulated by this Statute, entered in the School Statute and shall be subject to state registration in the manner established by the current legislation.

14.5. Amendments to the School Statute shall become effective for third parties from the moment of the state registration thereof.

15. FINAL PROVISIONS

15.1. If any provision of this Statute become invalid due to a change in the current legislation, the remaining provisions shall become effective, and the invalid provision shall be brought into compliance with the legislation within the established term.

15.2. All matters not stipulated by this Statute shall be governed by the Civil Code of the Russian Federation, Federal Law dated January 12, 1996 No. 7-FZ "On Non-Profit Organizations", Federal Law dated December 29, 2012 No. 273-FZ "On Education in the Russian Federation" and other federal laws and regulatory legal acts governing activities of educational institutions and bylaws of the School.

[Round coat-of-arms seal:
Division of the Ministry of Justice of the
Russian Federation
for Moscow Region •
(Division of the Ministry of Justice of the
Russian Federation for Moscow Region) *
OGRN 1087746892496 *]

Bound, numbered

twenty-three (23) pages

November 16, 2016

Head of Division of the
Ministry of Justice of the
Russian Federation for
Moscow Region

<Signature> V. I. Korostelev