**APPLICATION**

**for an Invitation for a Foreign National**

**to National Research University Higher School of Economics**

|  |  |  |
| --- | --- | --- |
| **1** | Last name **(as in passport)** |  |
| **2** | First name(s) **(as in passport)** |  |
| **3** | Date of birth |  |
| **4** | Place of birth **(country, city)** |  |
| **5** | Sex |  |
| **6** | Citizenship |  |
| **7** | Passport No. |  |
|  | Date of issue |  |
|  | Expiry date |  |
| **8** | Residential address (country, city) |  |
| **9** | Place of work/study (name of organisation and its location) |  |
| **10** | Job position |  |
| **11** | Address of place of work (studies) |  |
|  | Telephone, fax, email |  |
| **12** | Purpose of visit to HSE |  |
| **13** | Duration of visit to HSE/Russia |  |
|  | from … to … for …. days |  |
| **14** | Locations to be visited in Russia (up to 6)  |  |
| **15** | Visa type (single-, double-, multiple-entry) |  |
| **16** | Consulate of visa issuance **(country, city)** |  |
| **17** | Contact information (email, phone) |  |

Annex: a copy of the applicant’s national passport (a scanned copy of the 1st page with his/her personal details and photograph to be submitted by e-mail - please make sure that the photograph and text are clearly visible).

I hereby confirm that I have read and understood the HSE’s [Regulations on Personal Data Processing](https://www.hse.ru/en/data_protection_regulation), and I am entitled to disclose my personal data (PD). I am informed that National Research University Higher School of Economics (registration number:7714030726/ 770101001; registered address: 20 Myasnitskaya Ulitsa, 101000, Moscow, Russia) will collect and process for the period of 2 years my PD contained in this form and my national passport, including processing, carried out by automated means, according to the requirements of the Ministry of Internal Affairs of the Russian Federation in order to issue a visa invitation, so that I can enter the Russian Federation. PD processing shall include its collection, recording, systematizing, storing, clarifying (updating, changing), extracting, using, de-personalizing, removing and destruction. The disclosed PD will be transferred to the Ministry of Internal Affairs of the Russian Federation in order to fulfil the legal obligations of HSE.

If you do not provide HSE with the requested data, HSE will not be able to issue an invitation requested.

As a data subject you are entitled to receive information about your PD processed by HSE; request to update inaccurate/incomplete PD; request that your PD be destroyed; request restricted PD processing by HSE; transfer PD; file a complaint with the authorized body in charge of the protection of the rights of PD subjects (i.e., Federal Service for Supervision of Communications, Information Technology and Mass Media).

\_\_\_\_\_\_\_\_\_ (date) \_\_\_\_\_\_\_\_\_\_\_\_ (signature) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(name)