

## **Part 2. Project work**

### **Definition of project work (PW)**

1. Students' PW is organized to practically apply knowledge and experience acquired by students during their studies, as well as to solve problems of practical or theoretical relevance.
2. Students' PW is a mandatory element of the study plan of the first and second years of the Master's Programme. It should not be identical to the topic of a Term paper or a Master's thesis, but it can complement it.
3. Students' PW should contribute to research projects, study groups, research units of all sorts at HSE or at external organisations in Russia or abroad.
4. The PW place and activities of the PW needs to be approved by the Academic Supervisor of the Programme, who may refuse to approve the PW, if it does not meet the objectives of the Programme. Students may approve their PW during the whole period of study excluding the 4<sup>th</sup> module of the 2<sup>nd</sup> year of study.
5. It is not necessary to cover all 12 project credits in just one project. The needed hours for PW can be covered by several projects.

### **Initiation of PW**

1. When initiating their PW, students can use the Programme's recommendations for cooperation with the Programme's partner organisations, or they can search for PW possibilities on their own. Typical PW arrangements are engagements in research projects of faculty members and teaching staff, or in research laboratories and institutes at HSE. Students can also choose projects from the HSE Project Fair. In all these cases, there should be a mandatory approval of the PW plan by the Programme.
2. Students submit to the Programme's study office the application form for participation in the PW (Appendix 1) for approval by the Academic Supervisor of the Programme.

### **PW realisation by students**

1. Responsibility for the fulfillment of the PW plan lies with students.
2. PW is carried out at any time during the 1<sup>st</sup> study year and during the 1<sup>st</sup> to 3<sup>rd</sup> module of the 2<sup>nd</sup> study year.

### **Assessment of PW and grading**

1. PW carries a weight of 12 credits or 456 hours. It is possible to collect the sum amount of hours during several separate project involvements throughout all two years of study except the last module of the second year.
2. The grading for PW is accomplished in the following way:
  - The PW supervisor(s) submit(s) the filled-out PW review sheet (Appendix 2) and propose a mark on the usual 10-point scale.
  - The Academic Supervisor of the Programme defines the final grade for PW taking into account the materials of the PW and the reviews by the PW supervisor(s).
  - In case of successful completion, students acquire a satisfactory grade. Otherwise, an unsatisfactory grade and academic failure are given. Academic failure should be compensated by the student under the HSE regulations.