

Approved at the meeting of the Academic Council
Doctoral School of Philological Sciences

Agreed
Academic Director of the Doctoral School of
Philological Sciences
_____Anastasia Vyrenkova

**The program of the portfolio composition
of the main educational program of higher education – programs for the training of scientific and scientific-
pedagogical personnel at the Doctoral programme
Linguistics and Literature Studies**

Scientific specialties:

5.9.1 Russian Literature and Literature of the Peoples of the Russian Federation

5.9.2 Literature of the peoples of the world

5.9.8 Theoretical, Applied and Comparative Linguistics

1. The portfolio consideration

The main purpose of reviewing the portfolio of the main educational program of higher education – programs for the training of scientific and scientific-pedagogical personnel at the Doctoral School of Philological Sciences programme "Linguistics and Literature Studies" in scientific specialties 5.9.1 Russian Literature and Literature of the Peoples of the Russian Federation, 5.9.2 Literature of the peoples of the world, 5.9.8 Theoretical, Applied and Comparative Linguistics is to identify the applicant's readiness to prepare and defend dissertation research.

The consideration for the portfolio of the main educational program of higher education – programs for the training of scientific and scientific-pedagogical personnel at the Doctoral School of Philological Sciences programme "Linguistics and Literature Studies" in scientific specialties 5.9.1 Russian Literature and Literature of the Peoples of the Russian Federation, 5.9.2 Literature of the peoples of the world, 5.9.8 Theoretical, Applied and Comparative Linguistics consists of reviewing documents confirming the results of the applicant's scientific, academic and/or professional activities.

2. Portfolio structure

To participate in the individual achievement competition (portfolio) The applicant can provide the following documents in Russian or English:

1. CV, which includes a list of publications, information about participation in conferences, schools, research projects, research grants, work experience, knowledge of languages and programs, etc. The resume can be written in Russian or English.

2. Motivation letter (1000-1500 words) in Russian or English (at the request of the applicant), which should reflect the following points:

I. The applicant's research interests and the rationale for choosing a Doctoral school of Philological sciences for continuing education and research activities.

II. Information about the applicant's research experience, supplementing the documents submitted for the competition (optional).

III. Formulation of the purpose and objectives of the proposed research with a detailed justification (approximate volume of 600-1000 words).

3. Recommendation of a potential supervisor. Recommendation of a potential supervisor who agrees to provide scientific guidance for dissertation research.

4. Documents confirming participation in scientific conferences, research seminars and schools (with an oral or poster presentation). The conference program or a link to the conference program on the Internet has to be provided.

5. Scientific publications and/or research proposal in Russian or English. The recommended total volume of publications / abstract is at least 0.5 author's sheet (maximum volume is 1.5 a.s.) The texts of publications are provided in PDF format with a link to bibliographic data or an open source. If the publication has not been published yet, the applicant can provide a certificate from the publisher about its acceptance for publication. The level of review of published works in scientific publications and their compliance with the chosen profile are taken into account. If all the submitted publications are co-authored, it is recommended to additionally provide a research proposal, which reflects the applicant's own scientific research and the results directly obtained by him. A fragment of an unpublished qualification paper can be submitted as a research proposal, if the work corresponds to the chosen profile. The abstract should reflect the purpose, objectives, relevance of the research, the methods used and the results obtained. The research proposal is supplemented with a list of references.

6. Documents confirming participation in research projects and academic grants (name, grant number, foundation, contact details of the project manager). Priority is given to projects within the selected profile.

7. Documents confirming practical work experience. Depending on the chosen profile, the experience of teaching, editorial, journalistic, design, engineering, and clinical activities is taken into account.

If available, the experience of research and practical activities can be confirmed by diplomas, letters of recommendation, certificates.

3. Components included in the portfolio documents

The selection procedures for applicants to the quota places are held in the portfolio consideration format
The portfolio is not evaluated according to criteria and scores.

Components
Motivation letter
- compliance of scientific interests and available knowledge and practical experience with the proposed area of scientific specialty;
- motivation for research activities
- a clear and consistent description of the intended research area, goals, objectives and methods of their solution
Recommendation of a potential supervisor
Recommendation of a potential supervisor who agrees to provide scientific guidance for dissertation research
Other recommendations
Participation in scientific conferences
Participation in significant international and Russian conferences and seminars relevant to the field of study
Participation in student and other conferences and schools relevant to the field of study
Participation in conferences irrelevant to the field of study
Scientific publications/ Research proposal
Publications relevant to the field of study
Publications published in leading international and Russian peer-reviewed journals and peer-reviewed collections; publications included in the HSE A - D lists (check https://scientometrics.hse.ru/en/lists/)
Other publications
A research proposal corresponding to the field of study (for example, a fragment of an unpublished qualification paper demonstrating the results obtained directly by the applicant)
The applicant's ability to formulate a research task
The applicant's ability to justify the relevance of the chosen task
The value and novelty of the results obtained
Quality and coherence of written speech
Scientific research activities
Participation in research projects relevant to the field of study/irrelevant to the field of study
Practical work experience
Practical work experience corresponding to the field of study/irrelevant to the field of study