Visitor Request Form

*Please complete this form **at least 30 calendar days prior** to the date of your proposed visit*

Completed forms to be sent to: karpovichve@rsuj.ru

Russian State University of Justice named after V.M. Lebedev (RSUJ) is a unique and only specialized state educational institution in Russia for the training and skills development of personnel for the judicial system; it has 11 branches in Russia. Each year over 31,000 students are enrolled and more than 80,000 specialists have graduated.

Rector – Olga Tisen, Doctor of Juridical Sciences, United Nations consultant on countering the use of cryptocurrencies for criminal purposes, author of more than 200 scientific publications.

The founder of the University is the Supreme Court of the Russian Federation.

RSUJ receives many visitors from around the world each year. Delegations from universities, government agencies, research institutions and other organisations visit the university in order to cement existing relationships and establish new ones.

RSUJ encourages these visits and considers hosting visitors as an excellent way of building meaningful and productive relationships.

In order for us to plan these visits so that they yield maximum benefit for all concerned, and to accommodate the many visit requests, we would like to ask that you provide us with the following information prior to your planned visit to RSUJ.

Please complete the ***sections*** below and e-mail the form as an attachment to the e-mail contained herein *at least 30 calendar days* prior to your proposed visit.

The visit request will be attended to upon receipt of this completed form and should be deemed pending until you receive further guidance (i.e. approval, availability of individuals, etc.) from our Visits Coordinator.

Date and Time of Proposed Visit: mm/day/year:…….Time:…….

Alternative date and time:
mm/day/year……Time:……..

Proposed duration of Visit: _____

List details of Point of Contact for this Visit Request:

Title	**First Name**	**Last Name**
Position		
Organisation		
Email & Website		
Telephone/ Mobile		
Alternative Contact		
Alternative Email		

Name of Delegation / Visiting Group: **Total Persons**

Overview of the Institution / Organisation:

Purpose of Visit:

Person(s)/Department you wish to visit: (please note that visit requests are dependent on the availability of the department/individuals you wish to interact with.)

Specific Areas / Topics of interest for discussion:

What is your previous association with the RSUJ? Please elaborate:

Contact person/s at the RSUJ, if any:

Title	First Name	Last Name	Position

Leader of Delegation / Visiting Group:

Title	First Name	Last Name	Position

Names of Delegation / Visitors:

Title	First Name	Last Name	Position

Address/Contact Details:

Local telephone/mobile number:

For your delegation to receive maximum benefit from their visit, they should either have a working knowledge of Russian or English, or be accompanied by an interpreter.

Interpreter details	

Thank you for completing the Visitor Request Form.

For more information and a follow up of your request, please email*:*
karpovichve@rsuj.ru