



**Program of entrance exam for the group of educational programs of the faculty
«International Relations»
Bachelor's degree
for foreign citizens to study on a paid basis**

1. General Provisions

1.1 The program was drawn up in accordance with the Order of the Minister of Education and Science of the Republic of Kazakhstan dated October 31, 2018, No. 600 «On approval of the Model Regulations for admission to studies in educational organization, implementing educational programs of technical and vocational education» (hereinafter - the Standard Rules).

1.2 Entrance examinations according to Annex 2 to the Standard Rules are held **in the format of an interview** for the following groups of educational programs:

- ✓ 6B03104- International relations
- ✓ 6B03105- Regional Studies
- ✓ 6B04104-World economy
- ✓ 6B04201-International Law
- ✓ 6B02311- Translation studies in the field off international and legal relations

1.3 For the organization and conduct of entrance examinations for admission of a foreign applicant by the decision of the rector of AL-FARABI Kazakh National University is creating an examination committee for the period of examinations.

The commission of entrance examinations for admission of a foreign applicant to KazNU includes employees of the Internationalization and Recruiting Office (hereinafter referred to as the Office) and the professor-teaching staff of KazNU.

1.4 In case a foreign applicant who meets the above requirements has no possibility to come to the University for an entrance interview, he has the opportunity to take it online.

1.5 Entrance exam in the form of test tasks for admission to a foreign applicant are evaluated on a 100-point system. When enrolling on a paid basis, 65 points are counted.

1.6 Based on the results of the entrance exam, an test protocol is drawn up in the prescribed form according to the requirements of the Office. The test record is signed by the chairman and all members of the commission present and submitted to the Office.

1.7 The decision on admission is made by the University Admissions Committee on the results of the test tasks. The results of the entrance exam are announced on the same day.

1.8 Retaking the entrance exam is not permitted.

1.9 An appeal against the results of the tests is not considered.

2. Conducting the entrance exam in 2024

2.1 The tests is conducted in Russian, Kazakh and English, with the inclusion of questions on relevant subjects within the general school curriculum. The tests also contains questions aimed

at revealing the ability to learn, creative activity and critical thinking, personal qualities of the applicant.

2.2 An indicative list of topics for entrance exams in the format of testing:

6B04104-World Economy

1. General patterns of the geographic shell. The concept of the natural complex.
2. The concept of the hydrosphere. World water cycle.
3. Structure of economic and social geography.
4. Geography of world natural resources.
5. Maps and Scales.
6. Water in nature.
7. Atmospheric pressure and wind.
8. Climate resources.
9. Maps and atlases.
10. Shapes and dimensions of the Earth.
11. Geographic coordinates.
12. Problems of geodesy.
13. Modern political map of the world. The variety of countries in the modern world, their main types. The main forms of state government of the countries of the world.
14. Geography of the world population. The ethnic composition of the world's population. Distribution of the population on the territory of the Earth. Urban and rural population of the world. Urbanization, problems of urbanization in the modern world.
15. General economic and geographical characteristics of the regions of the world (Western Europe, Eastern Europe, Latin America, Africa, Asia).
16. General economic and geographical characteristics of the countries of the world (USA, Great Britain, Germany, Poland, Japan, China, Australia, Brazil, South Africa).
17. The main types of environmental pollution.
18. The role of the population in the ecosystem.
19. Environmental problems of cities.
20. The importance of the Red Book in the conservation of biodiversity.

2.3 List of recommended literature for preparation:

1. Maksakovsky V.P. Economic and social geography of the world. Methodical manual. M.: Enlightenment, 2004.
2. Maksakovsky V.P. Geographical picture of the world. Book 1 M.: Bustard, 2004.
3. Maksakovsky V.P., Nadyrov Sh.M., Mylkaidarov A.T. Duniezhuzinin ekonomikalyk, aleumettik zhane sayasi geografiyasy. Oku kuraly. Almaty "Kazakh University" 2013.
4. Geography. Duniezhuzine aimaktyk sholu : zhalpi bilim beretin mekteptin zharatylistan-matem. bagytyndagi 11 sons of arn. okulyk / A. Beisenova, K. Kaymuldinov, S. Abilmazhinova [zhane T. B.] ; KR Bilim zhane gylym m-gi. - 3-bass., ond., tolykt. - Almaty : Mektep, 2015. - 366 b. : syzba.
5. Abilmazhinova, Saltanat Abilmazhinkyzy. Geography. Duniezhuzine aimaktyk sholu / S. Abilmazhinova, D. I. Zhangeldina ; KR Bilim zhane gylym m-gi. - 2-bass, ond., tolykt. - Almaty :

Mektep, 2015. - 159, [1] b.

6. Geography / A. S. Beisenova, K. D. Kaimuldinova, S. A. Abilmazhinova [et al.]; MES RK. - 3rd ed., revised, additional - Almaty : Mektep, 2015. - 367 p.

7. Petrova, Natalia Nikolaevna. Geography. The modern world : studies. for colleges / N. N. Petrova. - 4th ed., reprint. and additional - M. : FORUM, 2011. - 223, [1] p.

8. Podvorny M. Earth Science for secondary school. E-book <https://books.google.kz/>

9. Understanding physical geography. Our Planet Earth Publishing House, 2021. E-book <https://books.google.kz/>

10. Schmittner A. E-book "Introduction to climate science" <https://open.oregonstate.education/climatechange/>

11. Martin Vermeer. Geodesy: hidden science. Aalto University, 2019, p. 612

12. Casagrande G., Sik A., Szabo G. Small flying drones: applications for geographical observations, 2017, p. 161.

13. Valleriani, M. Structures of practical knowledge (Book), 2017, p. 491.

14. Felgenhauer T., Gabler K. Geography of Digital Culture (Book), 2017, p. 172.15

15. Boccaletti, D. The Shape and Size of the Earth: a historical journey from Homer to artificial Satellites, 2018, p. 193.

16. Lu, Z., Qu, Yu., Qiao, S. Geodesy: An introduction to geodetic data and geodetic systems (Book), 2014, p. 401.

17. Alexandrova A.Yu. International tourism: studies. for universities [Ministry of Education of the Russian Federation]. – 2nd ed., reprint. and additional – M.: KnoRus, 2010. – 459 p.

18. Geography of the world economy. Textbook. Ed. by N.S.Mironenko. - M.: Travel Media International Publishing House, 2012. -352 p.

19. Geography of the population and social geography / Questions of geography. Sat. 135. Ed. A. I. Alekseev, A. A. Tkachenko. M.: Publishing house "Codex", 2013. -552 p.

20. Domanski R. Economic geography: a dynamic aspect. Trans. from the floor. – M.: Novy chronograph, 2010. -376 p.

21. Introduction to economic geography: a basic course for economists, managers, geographers and regional studies: studies. for universities / A. Y. Skopin. - M.: Vlados, 2001. - 272 p.

22. Economic and social geography: studies. for universities / edited by M. M. Golubchik. – M.: Vlados, 2004. – 400 p.

23. Alaev E.B. Socio-economic geography: Conceptual and terminological dictionary. M., 1983.

24. Akimova T.A., Kuzmin A.P., Haskin V.V. Ecology. Nature – Man – Technology: Textbook for universities. – M.: UNITY-DANA, 2001. – 343 p.

25. Climate perspectives. URL: <https://climatepromise.undp.org/>

26. Cunningham W., Cunningham A.M. Principles of environmental science: research and application. – McGraw HILL, September 9, 2019

27. (English).

28. Singer F.D. Ecology in action. - Cambridge University Press, 2016 (English).

29. Tazhibaeva T.L., Voronova N.V., Tanybaeva A.K. Environmental safety: an educational and methodological guide.- Almaty: Kazakh University, 2021 (Kazakh, Russian, English)

30. "Integrated water resources management in Kazakhstan". Almaty: Qazaq University, 2014.

2.4 An indicative list of topics for entrance exams in the format of testing:

1. Arithmetic calculations
2. Percentage
3. Abbreviated multiplication formulas. Fraction degree
4. Actions with radicals
5. Absolute values
6. Actions with degrees
7. Basic trigonometric formulas
8. Linear equations
9. Quaternary equations
10. Fractional-rational equations
11. Mixed system of equations
12. The concept of a function
13. Sequences
14. Trigonometry
15. Basics of the combination
16. Mechanical movement
17. Mass. Inertia
18. Cosmic velocities
19. Work. Power. Energy
20. Static
21. Conservation laws
22. Pressure
23. Mechanics of liquids and gases
24. Fundamentals of thermodynamics
25. Gas laws
26. Liquid and solid bodies
27. Electrostatics
28. Direct electric current
29. Magnetic field

2.5 List of recommended literature for preparation:

1. Bavrin, I. I. Mathematics for technical colleges and technical schools: textbook and workshop for secondary vocational education / I. I. Bavrin. – 2nd ed., ispr. and add. – Moscow: Yurayt Publishing House, 2019. – 397 p.
2. Shipachev, V. S. Mathematics: textbook and workshop for secondary vocational education / V. S. Shipachev ; edited by A. N. Tikhonov. – 8th ed., reprint. and additional – Moscow: Yurayt Publishing House, 2019. – 447 p.
3. Bogomolov, N. V. Mathematics. Tasks with solutions in 2 hours. Part 1: a textbook for secondary vocational education / N. V. Bogomolov. – 2nd ed., ispr. and add. – Moscow: Yurayt Publishing House, 2019. – 439c.
4. Bogomolov, N. V. Mathematics: textbook for applied bachelor's degree / N. V. Bogomolov, P. I. Samoylenko. – 5th ed., reprint. and additional – Moscow: Yurayt Publishing House, 2019. – 401 p

5. Bogomolov, N. V. Mathematics. Tasks with solutions in 2 hours. Part 2: a textbook for applied bachelor's degree / N. V. Bogomolov. – 2nd ed., ispr. and add. – Moscow: Yurait Publishing House, 2019. – 320 p.
6. Tatarnikov O. V. Mathematics for economists. Workshop: textbook for academic undergraduate studies / O. V. Tatarnikov [et al.]; edited by O. V. Tatarnikov. – Moscow: Yurait Publishing House, 2019. – 285 p.
7. Trofimova T.I. Course of physics with examples of problem solving: in 2 volumes: textbook / T.I. Trofimova, A.V. Firsov. – M.: KNORUS, 2015. – 584 p.
8. Detlaf A. A. Course of physics: textbook / A. A. Detlaf, B. M. Yavorsky. — 9th ed. erased. — Moscow: Akademiya, 2014. – 720 p.
9. Grabovsky, R.I. Course of physics / R.I. Grabovsky. –St. Petersburg: Lan, 2022. – 608 p.
10. Trofimova, T.I. A short course in physics: a textbook for universities / T.I. Trofimova. – Moscow: Higher School, 2006. -352 p.
11. Saveliev, I.V. Course of general physics: in 3 volumes / I.V. Saveliev. –St. Petersburg: Lan, 2019. – 500 p.
12. Voronov, V.K. Modern physics: a textbook / V.K. Voronov. –Moscow: KomKniga, 2006. – 512 p.
13. Rybakov G.I. Collection of problems in general physics. M.: Higher School, 2009. – 159 p.

**6B02311- Translation studies in the field off international and legal relations,
6B03104- International relations, 6B03105- Regional Studies**

2.6 An indicative list of topics for entrance exams in the format of testing:

1. The results of the First World War and the balance of political forces in the world. Paris Peace Conference and the Versailles Treaty System.
2. The Washington Conference and the formation of the Versailles-Washington system of international relations.
3. League of Nations: goals of creation and results of work
4. World economic crisis of 1929–1933. and its manifestations in different countries.
5. USA in 1918 – 1929 The functioning of the two-party system in conditions of “prosperity”.
6. Socio-economic and political development of Great Britain in the interwar period.
7. “New Deal” by President F.D. Roosevelt.
8. The reasons for the establishment of the fascist dictatorship in Germany. The essence of fascism.
9. Causes and nature of the Second World War.
10. Main results of World War II. Post-war world structure.
11. Analyze the treaties that ended World War II.
12. Creation and activities of the UN after the Second World War.
13. The arms race as a component of the Cold War
14. European integration in Western Europe
15. Economic miracle in Western Europe
16. Formation of the foundations of the “welfare state” in Western Europe and the USA

17. USSR after World War II
18. Eastern policy as a tool for bringing two worlds closer together
19. Economic development of Western European countries in the second half of the twentieth century
20. Features of the development of Western European countries in the second half of the twentieth century.

2.7 List of recommended literature for preparation:

1. History of Kazakhstan. 5 volumes. Volume 5. - Almaty, 2010.
2. History of Kazakhstan(Kazakh country): a textbook consisting of 4 books. Independent Kazakhstan: prerequisites and formation. Book 4. / T. O. Omarbekov, B. S. Saylan, A. Sh. Altaev, F. A. Kozybakova and others – Almaty: Kazakh university, 2016.
3. History of Kazakhstan(Kazakh country): workshop. / General Ed. other. T. Omarbekov. - Almaty: Kazakh university, 2016.
4. Ayagan B. G., Abzhanov H. M., Mahat D. A. history of modern Kazakhstan. - Almaty, 2010.
5. history of independent Kazakhstan: anthology / compiled by: K. S. Karazhan, K. E. Abikenova, S. Smagulov. - Almaty: Kazakh University, 2013.
6. Materials on the history of the Kazakh khanates of the XV-XVIII centuries: Extracts from Persian and Turkic writings / Comp. S.K.Ibragimov, N.N.Mingulov, K.A.Pishchulina, V.P.Yudin. Alma-Ata, 1969.
7. Mirza Muhammad Haidar. Tarikh-i Rashidi / Introduction, translated by A.Urunbaev, R.P. Jalilova, L.M. Epifanova. Tashkent, 1996.
8. Rashid al-Din. Collection of chronicles. Vol.1-3-. M., L.1956–1960.\Utemish Hadji. Genghis-name / Facsimile, trans., transcript, textologist. Note, research by V.P. Yudina– Almaty: "Dyke Press", 2006.
9. The history of Kazakhstan in Arabic sources. T1. Collection of materials related to the history of the Golden Horde (Extracts from Arabic writings collected by V. G. Tiesenhausen; revised and expanded edition) / Preparation for a new edition, introduction, additions and comments by B.E.Kumekov, A.K. Muminov. – Almaty: "Dyke Press", 2006.
10. The history of Kazakhstan in Persian sources. Vol. IV. Collection of materials related to the history of the Golden Horde. Extracts from Persian works collected by V.G. Tiesenhausen and processed by A.A. Romaskevich and S.L. Volin. / Ed. by M.H. Abuseitova. Revised and expanded edition. – Almaty: Dyke Press, 2005.
11. Tokaev K. Kazakhstan Republicsin diplomacy. Almaty, 2002.
12. Khan, G. B. Kazakhstan Republikasyn syrtyky sayasaty. KazGZU AAK. - Almaty: KazGZU, 2003.
13. Foreign policy of the Republic of Kazakhstan: Textbook / Edited by K.I. Baizakova. – Almaty: Kazakh University, 2006.
14. Tokaev K. Diplomacy of the Republic of Kazakhstan. – Astana, 2001.
15. History of Kazakhstan. In 5 volumes. Volume 5 – Almaty, 2010.
16. Foreign Policy of the Republic of Kazakhstan. Chronicle (1991-1999) / Under the general editorship of J.U. Ibrashev.- Almaty, 1999.
17. Ibrashev J.U. The European Union in Kazakhstan's foreign policy. Almaty, 2001.

18. Kabdeshev K. Kazakhstan in international organizations. - Almaty, 2005.
19. Berve H. The tyrants of Greece. - Rostov -on-Don, 1997.
20. Zabolotska Yu. The history of the Middle East in ancient times (from the first settlements to the Persian conquest). / Translated from Polish by D. S. Galperina. M.: Nauka, 1989.-415 p.
21. Gibonne E. The history of the decline and collapse of the Roman Empire. M.: Publishing group "Progress", "Culture", St. Petersburg "Juventus", 1994.
22. History of the East. The East in Ancient Times. – M., 1999.
23. Zhumagulov K.T. Attila's Conquest of Northern Italy//Bulletin of KazGU.- The series is historical.-Issue 16.-Almaty, 2000.-pp.3-14.
24. Kokebaeva G.K. Europa zhane America elderin kazirgi zaman tarikhy. 1-bolim: Okulyk. – Almaty: Kazakh University, 2008. – 252 b.
25. Kokebaeva G.K. The modern history of the countries of Europe and America. 1918-1945. A study guide. – Almaty: Kazakh University, 2012. – 230 p.
26. Kokebaeva G.K. Europa zhane America elderin kazirgi zaman tarikhy (1918-2014). Oku kuraly. – Almaty: Kazakh University, 2015. – 311 b.
27. Kokebaeva G.K. The modern history of the countries of Europe and America. 1945-2015. Almaty: Kazakh University, 2016. -198 p.
28. Kokebaeva G.K. Europa zhane America elderin kazirgi zaman tarikhy. Oku-adistemelik kural. - Almaty: Kazakh University, 2017. -212 p.
29. Kartabayeva E.T., Myrzabekova R.S. Yezhelgi dunie tarikhy. – Almaty, 2014.
30. Levitsky G.B. Guy Julius Caesar. Immortality gained by evil. - M., Rostov-on-Don, 2010
31. Kravchuk A. Gallery of Roman Emperors. Principate. – M, 2010.
32. K.T. Zhumagulov, R.S. Myrzabekova Orta gasyrlar tarikhy. Almaty, Kazakh University, 2015.
33. History of the Middle Ages. /edited by S.P.Karpov. Vol.1-2.- M., 2000.
34. The history of Europe from ancient times to the present day. In 8t. M., 1992. Vol. 2. Medieval Europe; Vol.3. M., 1993.
35. Alekseev V. S. History of the Middle Ages. - Rostov n/A, 2004
36. Myrzabekova, R.S. Yevropanyn keyingi orta gasyrlar tarikhy zhane capitalism genesis of the Chinese people.- Almaty, 2004
37. Myrzabekova, R.S. Europanyn keyngi orta gasyrlar tarikhy. - Almaty, 2007
38. R.S. Myrzabekova Orta gasyrlar tarikhy boyynsha terminder. Almaty, Kazakh University, 2016.
- 39: Kokebaeva G.K. Europe zhane America elderin kazirgi zaman tarikhy, Almaty, 2015
40. A new history of the countries of Europe and America. Edited by I. M. Krivoguz. M.: BUSTARD, 2004.
41. New history of Europe and America /V.N. Vinogradov, N.M. Gusev et al./ M., 1998.
42. The modern history of Europe and America. The twentieth century / Edited by A.M. Rodriguez and M.V.Ponomarev. – At 2 p.m., 2001.
43. Collection of documents on the history of modern times. Economic development and domestic policy of European and American countries. 1870-1914. – M., 1989.
44. Europe between peace and war. 1918-1939, M., 1992.
45. Samoilov E.V. The general theory of fascism. Fuhrers: Book 1. Kaluga, 1993.
46. The East in modern times (late XVIII - early XX century). Book 1. M., 2004.; Book 2. M., 2005; Vol.5. The East in modern times (1914-1945). M., 2006; Vol.6. The East in the modern period (1945-2000). Moscow, 2008.

47. Oriental literature website: <http://www.vostlit.info/>
48. Shamshidenova F.M. Shetelderdin zhana zaman tarikhyinin tarikhnamasy. Oku kuraly. – Almaty: "Kazakh University", 2006.
49. Soviet historiography. Edited by Yu.A. Afanasyev. – M., 1996.
50. American Government: Power and Purpose (Thirteenth Core Edition (without policy chapters)) 13th Edition by Theodore J. Lowi, Benjamin Ginsberg, Kenneth A. Shepsle, Stephen Ansolabehere. - W. W. Norton & Company 2015. - 608 pages.
51. Ken Kollman. Reading in American Politics: Analysis and Perspectives, 3rd Edition. - W. W. Norton & Company 2014. - 624 pages
52. Nick Ragone. The Everything American Government Book: From the Constitution to Present-Day Elections, All You Need to Understand Our Democratic System. - Adams Media, 2004. - 320 pages.
53. Internet resource: <https://www.youtube.com/watch?v=Ukfps-UWkYI>
54. Baipakov K.M. Ancient cities of Kazakhstan. – Almaty, 2005.
55. Baipakov K.M., Taymagambetov J.K. Archeology of Kazakhstan. Textbook. 2007.
56. Akishev K.A., Baypakov K.M., Erzakovich L.B. Ancient Otrar. – Alma-Ata, 1972.
57. Akishev K.A., Baypakov K.M., Erzakovich L.B. Late Medieval Otrar. – Alma-Ata, 1981.
58. Baypakov K.M. Medieval urban culture of Southern Kazakhstan and Semirechye. – Alma-Ata: Nauka, 1986.
59. Baypakov K.M. Medieval cities of Kazakhstan on the Great Silk Road. – Almaty, 1998.
60. Baipakov K.M. Ancient and medieval urbanization of Kazakhstan. – Almaty, 2012.
61. Eleuov M. Archeologiyalyk zertteulerdin adisteri. – Turkistan, 2006.
62. Avdusin D.A. Archaeological exploration and excavations. – M., 1959.
63. Avdusin D.A. Archeology of the USSR. – M., 1967.
64. Martynov A.I., Sher Ya.A. Methods of archaeological research. – M. 1989.
65. Avdusin D.A. Fundamentals of archaeology. – M., 1989.
66. Akishev K.A., Baypakov K.M. Questions of archeology of Kazakhstan. – Almaty, 1979.
67. Argynbav H. Kazakh khalkynyn koloneri. - Almaty: Oner, 1987. - 128 b.
68. Baipakov K.M., Taymagambetov Zh.K., Zhumagambetov T. Kazakhstan archeologists. – Almaty: Kazakh University, 2006. -294 b. 39-40 bb.
69. Vostrov V.V., Zakharova I.V. Kazakh national dwelling. - Alma-Ata: Nauka, 1989. - 181 p.
70. Vostrov V.V., Kauanova H.A. The material culture of the Kazakh people at the present stage. - Alma-ata: Nauka, 1972. - 231 p.
71. Zhanibekov O. Zholairykta. – Almaty: Rauan, 1995. – 112 b.
72. Kazakhstan architectures. – Almaty, 1959. -180 b.
73. Fundamentals of museology / Ed. by E. A.Shulepova. - M.: Librocom 2015.
74. The most famous museums in the world. – M.: Bely Gorod, 20116.
75. Sotnikova S.I. Museology. – M.: Bustard, 2010.
76. Starikova Yu.A. Museology. Lecture notes. – M., 2006.
77. Shlyakhtina L.M. Fundamentals of museum business. Theory and practice. – M.: Higher School, 2017.
78. Yureneva T.Y. Museology. Textbook. – M.: Academic Project, 2006.
79. Masterpieces of museums of the world. The most famous collections. Moscow, 2010

80. Telcharov A.D. *Museology*. - M., 2011
81. Yureneva T.Y. *Museum in World culture*. M., 2003.
82. Shulepova E.A. *Museum exhibition: history, problems, prospects*. – M., 1997.
83. Gritskevich V.P. *The history of museum business until the end of the XVIII century*. Parts 1 and 2. – St. Petersburg, 2001.
84. *Avant-garde museology*. - M., 2015
85. Alekseeva E.V., Afanasyeva L.P., Burova E.M. *Archival science*. Textbook. –M.,2002.
86. Autocratov V.N. *Theoretical problems of national archival science*. –M., 2001.
87. Kushnarenko N.N. *Documentology*. Textbook. – Kiev: Knowledge, 2001. -460 p.
88. Kudryaev V.A. et al. *Organization of work with documents*. Textbook. –M., 2001.
89. Larkov V. *Documentary studies*. – Omsk, 2008.
90. Nurpeisova B.E. *Fundamentals of documentation*. – Almaty, 2015.
91. *Karapetyants and Scientific and Technical Archives in Switzerland/ RSUH M*, 1993.
92. Karapetyants I.V. *Economic archives of Western Europe and the USA in the post-industrial world. Community and originality*. – M., 1999.
93. Karapetyants I.V. *Scientific and technical archives in Switzerland*. – M.: RSUH, 1993.
94. Karapetyants I.V. *Economic archives of Western Europe and the USA before the beginning of the twentieth century*. M., 1997.
95. Kleye-Michaud R. *Archival business in France // Domestic archives*. - 1995. - No. 6. – pp. 23-34.
96. Starostin E.V. *Foreign archival science: problems of history, theory and methodology*. M., 2001. – 198 p.
97. Starostin E.V., Khorkhordina T.I. *Archives and revolution*. M., 2007.
98. Starostin E.V., Chudinovskikh V.A. *Archives and archival business in foreign countries*. Sverdlovsk, 1991
99. Halevinskaya E.D. *International economic organizations*. - M, 1992. - H 2. - From 5-56.
100. *Archives of Russia and Poland: history, problems and prospects of development: collection of scientific tr./ under the general editorship of L.Mazur and Ya.Losowski*. Yekaterinburg: Ural Publishing House.Unita, 2013. - 137 p
101. Seksenbayeva G.A. *Archival business in foreign countries (80-90-ies of the twentieth century)*. – Almaty, 2000.
102. *Business Archives Principles and Practice*. - L, 1988 May, No.55 P 2 31.
103. Kroker E *Business Archives in the Federal Republic of Germany and the Association of Business Archivists F amM*, 1995. – P. 41- 57.
104. *La pratique archivistique Francais*. P., 1993. P. 79. 6.
105. *ISO 5966 standard Documentation - design of scientific and technical reports of ISO*. – 1982. - 30 p
106. *ISO 15489-1 Information and documentation – Documentation management. Part 1: General information. The first edition. 15-09-2001. Reg. ISO 15489-1:2001 (E) (8.4)*.

2.8 An indicative list of topics for entrance exams in the format of testing:

1. Much, many, few, little, a lot of, plenty
2. Possessive case
3. Personal Pronouns, Demonstrative Pronouns, Possessive Pronouns

4. Interrogative Pronouns, Indefinite Pronouns
5. Reflexive Pronouns, Relative Pronouns
6. Numerals.
7. Comparative and Superlative
8. Prepositions
9. To be
10. Present Simple and Present Continuous
11. Past Simple and Past Continuous
12. Present Perfect and Past Perfect
13. Future Simple
14. Modal verbs
15. Conjunctions

2.9 List of recommended literature for preparation:

1. Essential Grammar in Use. Raymond Murphy, Cambridge University Press 1997
2. Oxford Practice Grammar, Oxford University Press, 2002
3. English Grammar for secondary school, E. Shubin, Y. Syttel
4. Popular English Grammar, Евгения Некрасова, Москва, 1999
5. New Headway Elementary, Оксфорд, 2008
6. English Grammar Practice, В.М. Павлоцкий, Т. Тимофеева «Oracle» «Каро», Санкт-Петербург 1999
7. Грамматика. Сборник упражнений под редакцией Голицынского Ю. Б. 9 издание
8. Практическая грамматика английского языка с упражнениями и ключами под редакцией Качаловой К. Н.
9. Cannon, J. The Kings and Queens of Britain/ J. Cannon, A. Hargreaves – Oxford, 2001. – 406 p.
10. British Royal Family. – Foreign & Commonwealth Office, 1997
11. 80 days that changed the world. – Time Books, 2003. – 138 p.
12. Althen, G. A Guide for Foreigners in the United States/G. Athlen, A. Doran, S. Szimania – Intercultural Press, 2003. – 295 p.
13. Addis, C. Britain Now/ C. Addis. – Relod, 1994, 61 p.
14. Cambridge English Pronouncing Dictionary. – Version 1.0, Cambridge University Press, 2003
15. Collins English Dictionary. – 8th Edition, 2006

3. Scale and criteria for assessing the entrance exam for the group of educational programs of the faculty International Relations for bachelor's degree for foreign citizens for tuition on a paid basis

Number of points	Compliance criteria
<p>86–100 points «Excellent»</p>	<p>You have mastered all the competencies presented for the entrance exam. A full detailed answer is given to 2 theoretical questions: - scientific terminology is used correctly; - correctly named and defined all the signs, elements, bases, classifications necessary for justification; - the main points of view</p>

	<p>adopted in the scientific literature on the issue under consideration are indicated;</p> <ul style="list-style-type: none"> - their own position or point of view is reasoned, the most significant research problems in this area are indicated. <p>The practical problem was solved correctly with all the necessary explanations.</p>
79–85 points «Good»	<p>You have mastered all the competencies presented for the entrance exam. The correct answer was given to 2 theoretical questions, minor shortcomings were revealed in the preparation:</p> <ul style="list-style-type: none"> -scientific terminology is used; - all the signs, elements, classifications necessary for justification have been named, but at the same time an error or inaccuracy was made in the definitions, concepts; - there are deficiencies in argumentation, factual or terminological inaccuracies that are not essential; - the idea of possible research problems in this area was expressed. <p>The practical problem was solved partially with an incomplete presentation of the necessary explanations.</p>
65–78 points «Satisfactory»	<p>You have mastered all the competencies presented for the entrance exam. The correct answer to 2 theoretical questions was given, not significant shortcomings were revealed in the preparation:</p> <ul style="list-style-type: none"> - only some grounds, signs, characteristics of the phenomenon under consideration were named and defined; - significant terminological inaccuracies were made; -Own point of view is not presented; - the idea of possible research problems in this area is not expressed. <p>The practical problem has not been solved.</p>
0–64 points «Unsatisfactory»	<p>Not all the competencies presented for the entrance exam have been mastered. Wrong answers were given to 2 theoretical questions, significant shortcomings were revealed in the preparation;</p> <p>The practical problem has not been solved.</p>