**Guidelines for Organization of Project Work of the Students during the COVID-19 outbreak in accordance with HSE and federal regulations**

The guidelines are valid for the projects available in the service “Market of Projects” as well as the internal projects of the faculties/degree programmes.

1. If the project has not started yet (the application for the Market of Projects is in process or the beginning of the project is scheduled for April-May 2020), the coordinator of the project should work out a distance learning activities for the students or reschedule the project if such activities are not deemed possible.
2. If the application has already been made or the project is open and has been published in the Market of Projects, please Vasiliy Osetrov (vosetrov@hse.ru) to discuss the following solutions:
	1. Changing the project description to include online mode;
	2. Changes the dates of the project or the subscription dates (it can be left open but extended);
	3. Cancel the project and publish it later.
3. If the project is already being executed, the coordinator should work out online learning activities or discuss a temporary freezing with the participants to resume the project later. The changes should be informed to the Programme office of the participating students.
4. The coordinator of the project is responsible for transferring the project to the online mode; the Programme office is responsible for any changes in the students’ individual study plans and possible questions.
5. For trouble-shooting, please contact Vasiliy Osetrov, Office of Degree Programmes (vosetrov@hse.ru). (vosetrov@hse.ru).