

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION & RESEARCH

Tamaka, Kolar, Karnataka.

A DEEMED TO BE UNIVERSITY

Declared under Section 3 of the UGC Act, 1956
vide MHRD, Government of India Notification No.F-9-36/2006-U.3 (A) dated 25th May 2007



POLICY FOR INTERNATIONAL STUDENTS CELL (FOREIGN/NRI STUDENTS)

Registrar
Registrar
Sri Devaraj Urs Academy of Higher
Education and Research
Tamaka, Kolar - 563 103.

INTERNATIONAL STUDENTS CELL (FOREIGN/NRI STUDENTS)

Sri Devaraj Urs Academy of Higher Education and Research (SDUAHER) will take prior permission from the UGC & MHRD before planning any activities related to International students. Academy has set up a '**International Students Cell**' to deal with admission and guidance of international students. This Cell will control the admission of the international students and provide necessary guidance for students securing admission. All letters relating to international students will be addressed to '**Academic Executive**'.

Guidelines for admission of International Students

"International Students" will include the **foreign students** and **Non Residents Indians (NRI)**

Foreign Students:

- Students holding passports issued by foreign countries and people of Indian origin who have acquired the nationality of foreign countries are included as foreign students.

Non Residents Indians (NRI)

- NRI is an Indian Citizen who resides in India for less than one hundred & eighty two days during the course of the preceding financial year, or who has gone out of India or who stays outside India for the purpose of employment, or who has gone out of India or who stays outside India for carrying on business or vocation outside India, or who has gone out of India or who stays outside India for any other purpose indicating his intention to stay outside India for an uncertain period. Children Wards of NRI parents are eligible for admissions to NRI category
- Only those non-resident Indian Students who have studied and passed the qualifying examinations from schools or colleges in foreign countries will be included as international students.
- This will include the students studying in the schools or colleges situated in foreign countries even if they are affiliated to Boards of Secondary Education or Universities located in India, but will not include students studying in those schools or colleges (situated in India) and affiliated to the Boards of Secondary Education or Universities of the foreign countries.
- Students passing the qualifying examinations from Boards or Universities located in foreign countries as external students will **not be included** as International students.

- Entry level status of International students on entry to the country will be maintained, i.e., if the applicant entered the country through a student visa, it will remain the same throughout the duration of the program. The applicant cannot change the type of visa during the course of the study.

2. Documents required for admission of International Students

2.0 VISITORS INTERNATIONAL STAY ADMISSION (VISA)

- All the international students will require a '**Student VISA**' endorsed to SDUAHER for joining full time programs. However, Students wishing to join a research program will require a '**Research VISA**' endorsed to SDUAHER.
- The visa should be valid for the prescribed duration of the program period. Visa may be obtained after issuing offer of admission after verification of the documents for its authenticity.
- All International Students seeking admission to study program and research work will have to obtain prior security clearance from the Ministry of Home Affairs and the approval of Department of Higher Education, Ministry of Human Resource Development, Government of India and this clearance details must be on the student visa/research visa endorsed to SDUAHER.
Note: University Grants Commission (UGC) has released a stringent rule about Foreign students now have to seek permission from the UGC or the Minister for Human Resources Development (MHRD) to get admission in Indian colleges/universities.

2.1 Eligibility document

- Those Students who have qualified from foreign universities or Boards of Higher Education recognized as equivalent by the 'Association of Indian Universities' (AIU) are eligible for admission. Such students are required to obtain and submit Equivalence certificate from AIU.

AIU address for student's correspondence is as below.

AIU HOUSE 16, Comrade Indrajit Gupta Marg, New Delhi 110002, India.

Phones: (91) -11- 23230059, (91)-11-23232429

Fax: (91)-11-23232131

E mail: aiu@del2.vsnl.net.in

Website: <http://www.aiuweb.org>

2.2 English proficiency certificate:

- Eligible applicants need to certify that the medium of instruction for the qualifying examination is English.
- For applicants who have undertaken their studies **in a language other than English** need to have a valid International English language testing system (IELTS) /Test of English as a foreign language (TOEFL) score (IELTS 7.5 & TOEFL 677). Once this is submitted, the final admission is confirmed.

2.3 Demand Draft

- The International students will have to pay the fees in US dollars or equivalent in Indian rupees. Fee has to be deposited in the form of Crossed Demand Draft / Bank Pay Order, drawn in *FAVOUR of Registrar SDUAHER payable at Kolar Karnataka INDIA*. The candidate can also pay the required amount of fee in the Account from any bank or Credit Card.

Note: Transfers and change of course An International student who has been granted admission to a particular program shall not be allowed to take transfer and change the program.

3. Procedure for admission of International Students Step: I

- i. International students (10 % of General Category allowed) should apply on a separate form prescribed for foreign nationals/NRI/Sponsored candidates.
- ii. The candidate preferably has to apply/register on the prescribed form ONLINE only. Whereas, He/she may also apply Offline. For this, the candidate may contact the **Academic Executive office**.
- iii. The application form, registration fee of Rs.5000/- or 75 US \$ is required to be paid through a crossed Bank Demand Draft.
- iv. The candidate can also transfer the required amount of fee in the account from any bank or credit card. This should be done well in time, so that the student is able to obtain the VISA and No Objection Certificate before the due date of admission.

Step : II

- v. Get the '**Provisional Admission Offer Letter**' from the Academic Executive Office, in order to obtain the VISA (on payment of non-refundable advance amount of 30% of the total annual fee).

Step : III

- vi. Submit the '**Provisional Admission Offer Letter**' to the Indian Embassy of the respective country for obtaining the 'Student VISA'.

Step : IV

- vii. Report at SDUAHER International admission cell for admission. Submit the below mentioned documents (in original along with the attested photo copies) and get them verified by the Office of Academic Executive.

- a) Degree/ Pass Certificate of the qualifying examination
- b) Mark list of the qualifying examination
- c) Student VISA' in Original
- d) A photo copy of the Passport- duly attested by a Notary.

Note: The original certificates will be returned to the students immediately after making an endorsement to this effect.

Step : V

- viii. Students are required to undergo the medical fitness examination and get the medical fitness certificate.
- ix. As per government rules all international students entering India on 'Student VISA' have to be tested for HIV and will not be given admission, if found to be positive.
- x. All international students will be required to pay medical fees of US \$, which includes the medical insurance cover for the first year. For subsequent years medical insurance fees will be the same as for other Indian students and is included in other fees.

Step: VI

- xi. For applicants who have undertaken their studies in a language other than English need to have a valid IELTS/TOEFL Score. It is mandatory for an International / NRI student, who either fails / secures less than the desired scores or fails to appear in this proficiency test, to join the English Language Foundation Course of either 03 months or 06 months duration (depending on the scores secured in the proficiency test).
- xii. In addition to the annual and other fees of the main program of study at SDUAHER students will also have to pay for this English Language Foundation Course as per the Institute prescribed fee structure

Step: VII

- xiii. Admission of International students will be confirmed after verification of original certificates, medical fitness test and payment of required fees. Even after the admission, at any stage if it is noted that the qualifying pre- degree/degree Certificate is not recognized by AIU, the admission of the candidate may be cancelled.

Note: Withdrawal of admissions/ refund of fees cases will be dealt as per the guidelines of SDUAHER in this regard.

Step: VIII

- xiv. Within a week of arrival in India, students are required to register their names with the police in the 'Foreigner Regional Registration Office (FRRO)' of Kolar Karnataka Address of commissioner office at Kolar (needdetails). For registration details please click <https://indianfrro.gov.in/frro/> 1.7

Step:IX

- xv. The International students should abide by all the **Disciplinary** rules, code of conduct of SDUAHER and also amended by time to time and as applicable to Indian students enrolled in the same programs.
- xvi. **Examination and award of Degree:** The procedure for examination, payment of examination fees, issue of mark list, issue of passing certificates and award of degrees will be same as for the Indian students pursuing in the same program.


4. Guidelines for admission of NON-RESIDENT INDIAN (NRI) students

- i. Those who intend to be considered to NRI seats should invariably mention "NRI" during the process of online/offline submission of application by remitting requisite fee of INR 5000/- .
- ii. The above rules and guidelines will be strictly followed. In case, there are any differences on the interpretation of rules then the opinion of the 'International Students Cell' will be final. The decision of competent authorities of SDUAHER will be final.
- iii. **Contact Address:** Academic Executive, Academic office, SDUAHER – Tamaka KOLAR KARNATAKA 563101 Phone +91 08152 -23369 registrar@sduu.ac.in

Note:

- ❖ Foreign students shall be considered under the merit should obtain eligibility certificate from AIU, permission from MHRD and fulfil the Academy terms and condition. shall be required to get clearance from all the relevant agencies of the Government of Karnataka and Govt. of India;

- ❖ The number of seats for admission under the category shall be 10% over and above of total intake capacity fixed for the Programme
- ❖ Vice chancellor is authorised to increase seats based on adequate infrastructure and learning resources and based on recommendation by the committee.
- ❖ The Foreign National shall not be required to appear in the entrance test.
- ❖ They shall apply on the prescribed format when notification released. and shall fulfil the required eligibility conditions for obtaining admission to different courses. and also satisfy the requirements of the policy of Foreign external affairs
- ❖ In case, the number of applications is more than the seats available in a programme, the admission of students shall be granted on the basis of merit in the qualifying examinations.



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