

SHRI RAMSWAROOP MEMORIAL UNIVERSITY



Village - Hadauri, Post - Tindola, Lucknow-Deva Road,
Barabanki - 225003

Admission Policy for Foreign Students

Ref. No: SRMU/RO/Policy/ APFS/2018-19/11 Issue No. - 03 Date of Issue: Jan 28, 2019	Prepared By: - <i>A. K. Singh</i> Deputy Registrar (Academics)	Checked By: - <i>J. K. Singh</i> Registrar	Approved By: - <i>[Signature]</i> Vice Chancellor Lucknow-Deva Road
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1. Introduction

An International/Foreign Student is defined to be one who holds Foreign Passport or has an Indian Passport but is currently studying outside India. Applications of Foreign Nationals nominated by the Government of India under scholarship scheme or Foreign Nationals without scholarship shall be entertained for all the programmes of the University.

The Academic Rules & Regulations applicable to Indian students with regard to eligibility and evaluation are also applicable to Foreign Students.

Candidates admitted to any Course/programme in SRMU, shall not be eligible to pursue simultaneously any other full-time Course in this or in any other University/Institution. The applicant should have completed 17 years of age; there is no maximum age limit for Foreign Nationals except for those courses which have upper age limit laid down by statutory bodies.

2. Procedure of Admission of Foreign Nationals

2.1 Foreign Student presently abroad and seeking admission in SRMU, India

Step 1: Foreign Passport

Step 2: Submission of Academic transcripts for Eligibility Check

Step 3: On approval from Equivalence Committee, provisional Admission Letter will be issued by the Registrar for VISA Purpose.

Step 4: Provisional Admission letter should be shown to the Indian Embassy in the respective country and get a Student Visa endorsed to the University. NRI students do not require a visa.

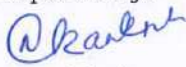
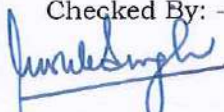

Step 5: Reporting to the institution for admission and completing the procedure of Enrolment as laid down in Para 4.

Step 6: Undergo the medical examination and get the medical fitness certificate. 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.

Step 7: Appear in Proficiency test in English, if the qualifying examination is not in the English medium. If he/she has obtained any certificate, it must be produced at the time of Verification.

Step 8: Admission of international students will be confirmed only after verification of original certificates, medical fitness test and payment of required fees.

Step 9: Within a week (7 days) of arrival in India, registration with the Foreigners Regional Registration Officer (FRRO)/Foreigners Registration Officer (FRO) is mandatory, for which documents (as mentioned in Para 5) need to be arranged.

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2.2 Foreign Student with Indian Visa now seeking admission in SRMU

Step 1: Submission of Academic transcripts for Eligibility Check

Step 2: On approval from Equivalence Committee, student will submit the NOC from current institution for which he/she has received VISA.

Step 3: Reporting to the institution for admission and completing the procedure of Enrolment as laid down in Para 4.

Step 4: Appear in Proficiency test in English, if the qualifying examination is not in the English medium. If he/she has obtained any certificate, it must be produced at the time of Verification.

Step 5: Admission of international students will be confirmed only after verification of original certificates, medical fitness test and payment of required fees.

Step 6: Within a week of admission in SRMU (7 days), registration with the Foreigners Regional Registration Officer (FRRO)/Foreigners Registration Officer (FRO) is mandatory, for which documents (as mentioned in Para 5) need to be arranged.

3. Documents required for Application & Admission

3.1 Valid foreign passport: Photocopy of Passport (relevant passport pages showing nationality and personal details) must be submitted at the time of Application while Original Passport will be produced at the time of Verification.

3.2 Academic transcripts/Certificates of 10th & 10+2 or qualifying examination for Eligibility Check: Submission of application form along with attested Academic transcripts of qualifying examination (with explanation of assigned grades) along with Degree/Pass certificate of the qualifying examination for checking the eligibility through the Equivalence Committee.

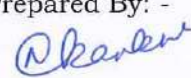
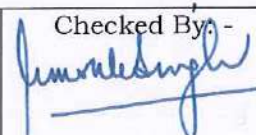


3.2.1 If grades are awarded and Grade Sheet does not mention the equivalent percentage of marks from grade points, the candidate should submit a Certificate of conversion from the concerned Institution, or the formula for the actual conversion of grade point average to percentage of marks.

3.2.2 If, Grade Sheet itself mentions the equivalent percentage of marks from grade points, or the formula for such conversion, the candidate should get both sides of the Degree/Grade Sheet photocopied showing the equivalent percentage of marks/conversion formula and enclose it with Application Form and **original marksheets/certificates will be produced at the time of Verification.**

3.2.3 The **Degrees/Certificates must have been recognized and approved** by the Association of Indian Universities (AIU)/Commonwealth Universities/ International Association of Universities (IAU) as equivalent to the corresponding Indian Degrees/Certificates.

3.3 Submission of Student Visa: Photocopy of Student Visa must be submitted at the time of application submission and original will be produced at the time of Verification.

3.4 Original Transfer/Migration Certificate with 01 attested photocopy.

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SRMU _ Admission Policy for Foreign Students

- 3.5 **Two/Three recommendation letters or Character Certificate:** either from faculty members who have taught the applicant earlier (at least two) or persons under whom the applicant may have worked
- 3.6 **Statement of purpose:** (one page maximum) need to be submitted at the time of Registration.
- 3.7 **Submission of Medical Fitness Certificate:** Applicants are requested to submit the Certificate from a doctor attesting to their physical and medical fitness. 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.
- 3.8 Six (6) **passport size photos** (colour)
- 3.9 **English Proficiency Certificate**, if obtained.
- 3.10 Two Affidavits on Rs. 10/- Non-judicial stamp paper submitted by student and by Parents/Guardian regarding **Anti-Ragging**.
- 3.11 Attested Photocopy of Guardian ID

4. Submission of Documents for Verification & Enrolment


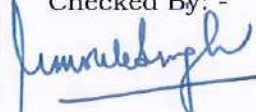

Foreign students reaching SRMU will verify their original documents and submit all the documents as mentioned in Para 3 in the Registrar Office for completing the process of Enrolment. Registrar Office will facilitate the students for registration with the Foreigners Regional Registration Officer (FRRO)/Foreigners Registration Officer (FRO) and for Smart ID card.

5. Submission of Documents for Registration with the Foreigners Regional Registration Officer (FRRO)/Foreigners Registration Officer (FRO)

To complete the registration with the Foreigners Regional Registration Officer (FRRO)/Foreigners Registration Officer (FRO), following Documents need to be submitted online for obtaining services from FRROs/FROs.

- 5.1 Page bearing arrival stamp of Indian Immigration
- 5.2 Form C copy from Hotel or lodge/Electricity bill/Landline Telephone/ Municipal Bill of the land lord in case of staying in a house of a relative or friend along with a letter and photo – id card of the landlord.
- 5.3 In case of rented accommodation copy of the Lease & License agreement (1st and last page & page containing its validity). In case of staying in hostel in the University, letter from the Registrar confirming accommodation in the hostel
- 5.4 Form S as Bonafide Certificate

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