



SRI SIDDHARTHA ACADEMY OF HIGHER EDUCATION

(“Deemed to be University u/s 3 of the UGC Act, 1956”)

Accredited 'A' Grade by NAAC

Agalakote, B.H.Road, Tumkur – 572 107.KARNATAKA, INDIA.

No. SSAHE/ACA/06/NRI-Policy/2017

Date : 06/01/2017

NOTIFICATION **(International Student Admission Policy)** **(NRI /PIO/Overseas)**

1. Introduction:

These rules define the procedure for the admission of International students to various courses. These rules are based on General Guidelines issued by the University Grants Commission (UGC), Association of Indian Universities (AIU) and Statutory / Regulatory directives issued from time to time.

2. The Cell:

The International Students Cell will provide necessary guidance for admission. All letters relating to international students should be addressed to the Office of International relations of the Institution

3. International Students:

i. **Foreign students:** Students holding passports issued by foreign countries including people of Indian origin who have acquired the nationality of foreign countries.

ii. **Non Resident Indians (NRI):** 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 affiliated to the Boards of Secondary Higher 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 Higher Secondary Education or Universities of foreign countries. Students passing the qualifying examinations from Boards or Universities located in foreign countries as external students and Dependants of NRI studying in India will not merit the status of international students.

Entry level status of International students on entry to the country will be maintained.

4. Documents required for admission of International Students:

- i. **Visa:** All the international students will require a student visa endorsed to this Institution for joining full time courses. No other endorsement is acceptable. Students wishing to join a research programme will require a research visa endorsed to this Institution. The visa should be valid for the prescribed duration of the course. Visa is not required for NRI students.
- ii. All international students wishing to undertake any research work or join a Ph.D programmes will have to obtain prior security clearance from the Ministry of Home Affairs and the approval of Department of Secondary & Higher Education, Ministry of Human Resource Development Government of India.

5. Eligibility Qualifications:

Only students having qualification recognized as equivalent by the Association Of Indian Universities (AIU) are only eligible for admission.

- i. A candidate shall have completed 17 years of age on or before 31st December
- ii. Candidates seeking admission to Medical program must have studied the subjects of Physics, Chemistry, Biology and English in Grades 11 & 12.
- iii. Under this category only the students who have studied and passed the qualifying examination from a school located in foreign country shall be considered. This will include the student studying in school and / or college situated in foreign country, even if the concerned school / college is affiliated to any Board of secondary Higher Secondary education or a University in India. However, wards of NRI / PIO / FN, who is studying for the qualifying examination in school / college located in India are excluded.
- iv. In case of any school that follows the American system of education, the candidate must have studied Physics, Chemistry and Biology at "AP" (Advanced Placement) level and must have minimum C grade in these subjects.
- v. The candidate shall get equivalence certificate from the Association of Indian University (AIU), New Delhi.

Equivalence Certificate :

For issue of Equivalence Certificate, US \$ 200 or equivalent Indian currency payable through Demand Draft favouring "Association of Indian Universities, New Delhi" is required.

For prescribed application form to be submitted to the Association of Indian Universities, New Delhi" refer Annexure II.

Detailed Guidelines of Association of Indian Universities, New Delhi". for International Admission are available on
<http://www.aiuweb.org/Evaluation/evaluation.asp>

6. Admission Procedure:

Admission of all the international students will be done through the Institution International Students' Cell. Students will be admitted in the beginning of the course.

A student wishing to join the University should submit application form (Annexure I) to the International Student's Cell along with the prescribed fees. The Cell will then check the eligibility and issue the provisional admission letter. This is required to get the visa and to complete other formalities.

After getting provisional admission, the student should get the student visa and complete all other formalities.

The student then report for final admission, fills up the admission form and pay the required fees. The student should undergo the medical examination & also required to appear for the English proficiency test. Once this is done, the final admission is given.

The international students will have to pay the fees in US dollars. In special cases, payment of fees in the equivalent Indian Rupees may be considered. Following fees are applicable to secure provisional admission.

Processing Fee : US\$ 100 Eligibility Fee and Administrative Fee : US \$ 200

In case a student is not considered for admission to the course after obtaining provisional admission, the administrative fees will be refunded after deducting US\$ 75 towards the bank commission and postage.

7. Change of Course:

An international student who has been granted admission to a particular course shall not be allowed to change the course during its currency. Transfer from one institution in India to another is not allowed.

8. Summary:

Procedure for admission is summed up below:

Step 1: Students should purchase the International Student's Bulletin (including the eligibility form) and the prospectus of the University. This information is also available on the website.

Step 2: Fill up the eligibility form for international students and submit it, along with the copies of certificates listed in the eligibility form and the required fees. This should be done well in time so that the student is able to obtain the visa and NOC before the due date for admission.

Step 3: Get the provisional admission letter from the International Students Cell, in order to obtain the student visa.

Step 4: Produce the document of provisional admission to the Indian Embassy in the respective country and get a student visa endorsed to institution. NRI students do not require a visa.

Step 5: Report to the institution for admission. Fill the permanent admission form and submit it along with the following documents (in original along with a photo copy):

- a) Mark / Grade Statement of the qualifying examination
- b) Transfer / Scholl leaving Certificate from the Institute last attended,
- c) Nationality Certificate in case of N. R. I / P.I.O / F. N. Nationality Certificate of Guardian in case of P. I. O
- d) A photo copy of their passport - duly attested by a notary.
- e) Physical fitness certificate from a registered Physician
- f) Certificate from the owner/ Head of the Institute stating the length of service & Total emoluments if guardian if in service in foreign country,
- g) Income certificate from competent authority, in case the guardian is self employed.

Note: The original certificates will be returned to the students immediately after making necessary endorsements.

Step 6: Undergo medical examination and obtain 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. All international students will be required to pay medical fees of US \$ 50, which includes the medical insurance cover for the first year. For subsequent years the medical insurance fees will be same as for other Indian students and is included in yearly fees.

Step 7: Appear for the proficiency test in English. This is only applicable, if the qualifying examination is not in the English medium.

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 of arrival in India, register with the police in the Foreigner Regional Registration Office (FRRO) of the local Police.

9. Discipline

The international students will abide by all the rules of the Institution and the code of conduct as applicable to Indian students doing same courses.

10. Examination and Award of Degrees & Diplomas

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 doing same courses.

11. Conclusion

In case there are any differences in the interpretation of rules, opinion of the International Students Cell will be final. The fees are liable to revision and students will have to pay the revised fees as and when applicable. On the points not specifically covered, the decision of the Institution authorities will be final.

By Order

Sd/-
REGISTRAR

Copy for your kind Information and further needful.

1. The Principal, Sri Siddhartha Medical College
2. The Principal, Sri Siddhartha Dental College
3. The Principal, Sri Siddhartha Institute of Technology

Cc.

1. The Vice-Chancellor, SSAHE
2. The Assistant Registrar (Academic)
3. Office Copy / Guard file.



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Recent
Photograph
taken
within 6
months

**Application form for M.B.B.S / MD/MS / B.D.S / MDS / B.E/ M.Tech/MCA
Course for the year 20__ 20__**

ONLY FOR NRI / FOREIGNERS / PIO and OTHERS

(FILL IN BLOCK LETTERS)

1	Name of the Applicant	
2	Name of Parent's / Guardian's	
3	Date of Birth	
4	Gender	
5	Religion	
6	Nationality (NRI, Foreign National)	
7	Complete address for communication. Phone No with STD code Mobile / Fax & E-mail ID	
8	Name of the Qualifying examination passed (10+2)	
9	Name of the School / College last studied District, State and Country	

Contd...2

10	Marks obtained	Subject	Max Marks	Marks Obtained	Percentage / Grade
		Physics			
		Chemistry			
		Biology			
		Total			
		English			
11	Passport No & Validity				
12	Visa No. & Validity				
13	<p>List of Enclosures to Accompany the application form (Certified Photo copies)</p> <ol style="list-style-type: none"> 1) 10+2 / Equivalent Examination marks card 2) Conduct / Character certificate issued by the college last studied 3) Date of Birth Certificate if not mentioned in the 10th Class / Equivalent examination marks card 4) Physical fitness certificate issued by the medical officer not below the rank of Asst. Surgeon. 5) Transfer certificate 6) Migration Certificate issued by the Board / University in case of candidates coming from out side Karnataka State. 7) Clearance certificate issued by the Ministry of Human resources Development, Government of India, New Delhi. 8) Student Visa / Long term Visa. 				
14	<p>Please Note:</p> <ol style="list-style-type: none"> 1) No Individual intimation will be sent to Candidates 2) Candidate should log on to our web site www.sahetumkur.ac.in for more information and regular updates of announcements and notices. 3) For details such as procedure of admission, fees, eligibility etc. please contact Principal of the Constituent College / Admission Officer on telephone +91-0816 2255045 for Medical Courses, Ph: 0816-2275536 for Dental courses and Ph: 0816-2200999 for Engineering Courses between 10am to 4 pm on all working days. 4) Certificate of Academic Eligibility issued by the SSAHE, Tumkur, Karnataka India. 5) Any legal disputes regarding admission procedure shall be subject to the jurisdiction of the Courts of Tumkur, Karnataka, India only. 				

Contd..3

DECLARATION BY THE CANDIDATE

- 1) I _____ hereby affirm that the information furnished by me in this application and the enclosures are true. I know that if the information furnished by me is found to be untrue, my seat will be forfeited.
- 2) I will not indulge in any form of ragging. I know it is a criminal offence and if found guilty I will be summarily dismissed. I undertake to make good the loss caused to the College/Staff/Student or any other person caused by any illegal act of mine.
- 3) I am liable for payment of the balance of fees calculated for entire course incase I discontinue the course or am expelled from the college for any reason.
- 4) I shall abide by all the rules & regulations presently in force or that may here after be made by the administration of the college and that may be framed from time to time.
- 5) In all matters regarding the admission to _____ Course, the decision of the University / College is final and binding on me.

Place:.....

Date:

Signature of the Applicant

DECLARATION BY PARENT OR GUARDIAN

- 1) I _____ hereby affirm that the information furnished in my son /daughter /ward application and in the enclosures are true, I know that if the information furnished by my son / daughter /ward found to be untrue, my son /daughter /ward seat will be forfeited.
- 2) I know ragging is a criminal offence and shall take steps to prevent my son /daughter /ward from indulging in it. I also know that, if he/she is found guilty of the offence, he/she will be summarily dismissed from the college. I undertake to make good the loss caused to the College/Staff/Student or any other person caused by any illegal act of my son /daughter /ward.
- 3) I am liable for payment of the balance of fees calculated for entire course incase my son/daughter/ward discontinues the course or expelled from the college for any reason.
- 4) I am also aware that once the candidate is admitted to the course, no refund of fees either in full or part there of will be made, for any reason.

Place:

Date:

Signature of the Parent / Guardian

(Declaration to be signed by the guardian, only in case both father and mother of the candidate are not alive)

ASSOCIATION OF INDIAN UNIVERSITIES
AIU House, 16 Comrade Indrajit Gupta Marg, New Delhi - 2
(EQUIVALENCE DIVISION)
APPLICATION FORM FOR EQUIVALENCE CERTIFICATE

NAME.....

E.MAIL.....

POSTAL ADDRESS.....

EXAMINATION PASSED.....

NAME OF SCHOOL/.....
INSTT/UNIVERSITY

NAME OF THE COUNTRY.....

COURSE TO BE PURSUED.....

DOCUMENT ENCLOSED

i).....

ii).....

iii).....

iv).....

DETAILS OF FEES* Name of Bank

DD No..... Amount Rs.....

Date..... Place..... Signatures

Document to be Enclosed:

- (a) Copy of the Degree / Diploma / Certificate
- (b) Copy of the Academic Transcript
- (c) Documentation on the Accreditation Status of the Instt. (Documents at (a) and (b) should be authenticated by Indian Mission) *US \$ 100 or equivalent Indian currency payable through Demand Draft favouring 'Association of Indian Universities, New Delhi'

NOTE : The candidates intending to join Medical programme are required to have studied the subjects of Physics, Chemistry, Biology and English and those intending to join Engineering should have studied Physics, Chemistry, Mathematics and English in Grade 11 and 12