



Ref No: - SGRRU/RO/2023/08/17

Date: - 19/08/2023

## OFFICE-ORDER

In order to facilitate the internationalization of Indian HEIs, University Grant Commission vide notification F.No. 1-2/2023(IC) dated 20/4/2023 had envisages to frame the guidelines for admission of International Students in Undergraduate and Postgraduate in HEIs in India.

Accordingly, in accordance with the approval of the Competent Authority and as per the Clause of Statutes 2017, Chapter- III Section (19) (3.05) (7) (f) (i.e. to implement the decisions and policies of any Authority of the University) & Chapter IV, Section 23(4.03) (06) (I) (vii) (i.e. framing, amending, and rescinding Ordinances on academic matters), the Board Of Governors on the recommendation of the Board of Management & Academic Council has approved to implement the **Policy of International Students** in the University with immediate effect and until further order.

The **Policy of International Students** is placed as an annexure to this order.

This is issued with the approval of the competent authority.

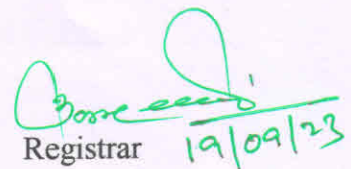
### Distribution:

1. All Deans – with an instruction to circulate the same among all faculty, staff of their respective School.
2. Director (IQAC)/IIC & Dean (Research)/Dean (Academics)/Dean (Student Welfare)/University Coordinator/ Chief Administrative Officer/Controller of Examination/Dy. Controllers of Examinations/Chief Librarian/All Librarians/Chief Medical Superintendent/Medical Superintendents/Chief Finance Officer/Chief Proctor cum spokesperson/Senior Accounts Officer/Head, HR/ANO (Boys & Girls)/NSS Coordinator.
3. Head IT(for uploading the same in the University website)
4. Admission Manager/Media Coordinator/Placement Coordinator
5. Chief Public Relation Officer/ All PROs
6. Assistant Registrar/Administrative Officer
7. Sports Officer
8. All Section Officers

### Copy to:

1. Honourable Chancellor for kind information, please
2. Honourable Vice-Chancellor for kind information, please

  
Registrar 19/09/23

  
Registrar 19/09/23





ज्ञान-विमान विमुक्तये

प्रा. मनिष र. जोशी  
सचिव

Prof. Manish R. Joshi  
Secretary



सत्यमेव जयते



भारत 2023 INDIA

विश्वविद्यालय अनुदान आयोग  
University Grants Commission  
(शिक्षा मंत्रालय, भारत सरकार)  
(Ministry of Education, Govt. of India)

F.No.1-2/2023(IC)

April 20, 2023/ चैत्र 30, 1945

**Public Notice**

The National Education Policy (NEP) 2020, envisages a new and forward-looking vision for India's higher education system. Internationalization of higher education is one of the essential aspects of the NEP-2020 making higher education relevant internationally with process of integrating an international and intercultural dimension in higher education. In recent past, it has been observed that opportunities to attract international students, academics and funding have been growing and many Indian Higher Educational institutions (HEIs) are now committed to increase their international outreach.

Subsequently, in order to facilitate the internationalization of Indian HEIs, the University Grants Commission has framed the guidelines for admission and creation of supernumerary seats for international students in Undergraduate and Postgraduate Programmes in HEIs in India. **The guidelines were circulated earlier by UGC to all HEIs for its implementation, vide its letter D.O.No.F.1-1/2022 (CPP-II) dated 30<sup>th</sup> September, 2022 (Enclosure).** As per the guidelines, HEIs may create up to 25% supernumerary seats for international students, over and above of their total sanctioned enrolment for Undergraduate and Postgraduate programmes. Implementation of these guidelines will facilitate smooth and viable admission of international students in HEIs of India and moreover, a favorable environment will be created for attracting international students to Indian HEIs and to make India, a preferred destination for international students.

In light of the above, all Higher Educational Institutions (HEIs) and their affiliated colleges/institutions are **once again** requested to adopt and implement the above mentioned guidelines for admission and providing supernumerary seats of international students in letter and spirit. A copy of the guidelines is attached herewith for your kind perusal. Action taken in this regard may kindly be uploaded on <http://uamp.ac.in>.

(Manish Joshi)

Encl. : As above.

To

The Vice-Chancellors of all Universities/Directors of Institutions/ Principals of all Colleges

वन्द्येयं कुटुम्बकम्

ONE EARTH • ONE FAMILY • ONE FUTURE

बहादुरशाह जफर मार्ग, नई दिल्ली-110002 | Bahadur Shah Zafar Marg, New Delhi-110002

Ph.: 011-23236288/23239337 | Fax : 011-2323 8858 | E-mail : secy.ugc@nic.in

**POLICY OF INTERNATIONAL STUDENTS**  
**EDITION: 2023**



**SHRI GURU RAM RAI UNIVERSITY**  
**DEHRADUN**







"Quest for Excellence"

**SHRI GURU RAM RAI UNIVERSITY**

(Established under Shri Guru Ram Rai University  
Act. No. 03 of 2017)

## **Policy of International Students**

**A-AIMS OF THE POLICY** - Directorate of International Affairs, SGRRU is established with the following aims:

- To frame the policy for the admission & retention of international students
- To establish linkages with International Universities for academic exchange programs and Dual degree courses.
- To establish linkages with International Universities for collaborative research programs.

Directorate of International Affairs, SGRRU will be headed by a Director, of international affairs and will be assisted by Associate & Assistant Directors.

### **B-GUIDELINES FOR THE ADMISSION PROCESS OF INTERNATIONAL STUDENTS-**

1. Students will register him/her by filling out an online application form with all required documents. After checking their eligibility for admission and document verification, a unique ID will be given for further communication.
2. After the eligibility clearance by the university, an admission offer letter will be issued to the student through the registered email ID. As the student receives the offer letter, he/she has to make the payments as prescribed in the admission offer letter through bank transfer/ online payment. Students have to submit the payment receipt via a unique ID to the International Affairs Department.
3. After the Fee receives confirmation from the accounts department of the University, an admission acceptance letter will be issued to the student to apply for the student Visa in the Indian Embassy/ Indian High Commission of their country.
4. Foreign applicants should fulfil the prerequisite subjects to take admitted to the desired program, only then they will be qualified for the courses.
5. To pursue a Ph.D. program the eligibility criteria for international students is the same as the Indian students.
6. Issued offer letter/ any other information provided by the University should not be considered as the confirmation of the admission.
7. University has the right to change the tuition fee or any other facility or provision depending upon the situation if assumed necessary.
8. To equalize the minimum required qualification for foreign students with Indian students guidelines prescribed by the Association of Indian Universities (AIU) will be considered.
9. Documents produced by foreign students should be genuine and relevant, if any document is found forged the student will face the consequences, and the Visa cancellation process will be started immediately.
10. As the student gets admission to University, a letter for Visa has been issued to the student and he/she should immediately apply for a Visa to the Indian embassy/ Indian High Commission.
11. Student has to ensure that the Visa is endorsed to SGRR University Dehradun.
12. Visa application should be initiated in advance as usually it takes 3 to 8 weeks to get Indian Visa.





13. If there is a change of University or Institute, the Visa endorsed to SGRRU will not be valid. In this kind of case, the student is required to go back to his/her home country and apply for a new Visa.
14. Students should be clear that after arrival to India on the basis of a Visa endorsed to SGRRU, the student will be responsible to ensure his/her reporting and joining the University. The Visa obtained on the basis of SGRRU documents cannot be used for any other purpose including employment, admission to any other University/ College, or a non-regular (online) program, etc.
15. After arrival at the university campus, the student has to deposit the valid Visa copy in the International Affair Department of the University and make sure the Visa conditions throughout his/her course of studies remain the same.
16. Hostel facility if required will be provided to all international students.
17. Required assistance for the opening of bank account(NRO) and other necessary documentation like registration with local police authorities will be provided by the University
18. It is mandatory for all International students except those from Nepal and Bhutan to get their Student Visa registered at FRRO/FRO Moradabad or New Delhi within 14 days of arrival in India.
19. **Directorate of International Affair** SGRR University will guide and assist Students with all the required processes needed for FRO/FRRO Registration.
20. All International students except those from Nepal and Bhutan have to fill online application for Registration Certificate (RC) & Residential Permit (RP) on arrival to India.
21. In case the initial visa is not endorsed for the complete duration of the program or the student has to extend the stay because he/she is not able to complete the program in the stipulated time then the student should apply for the extension of the visa before the visa expires.
22. visa Extension for stay visa, Residence permit Extension (RP Extension), change of address, change of course & change of Institution, and OFF LINE for No Objection Certificate (NOC) for traveling outside India in Foreigners Registration Office (FRO) in Noida and Foreigners Regional Registration Office (FRRO) in New Delhi.

### C-PROPOSED FEE FOR INTERNATIONAL STUDENTS

S.No.	DESCRIPTION OF HEADS	FEE PROPOSED	Remark
1.	Registration fee	Double the fee for Indian students	
2.	Procedural charges (Medical Check-Up, Medical Insurance, AIU equivalence assistance, FRRO / Police verification / Registration / Visa Extension assistance)	To be decided. (suggested 20% extra of the tuition fee)	
3.	Security deposit (Refundable)	To be decided. (proportionate to the facilities they will be using may be double of the Indian students)	
4.	Tuition fee	20% more than the Indian students excluding students from Nepal and Bhutan	
5.	(*Hostel fee (AC/NON AC Rooms)	Non-AC Room Rs 2.00 lakh, AC Rooms-2.5 lakh per annum with double occupancy	





- \*may vary in accordance to the facilities university will be imparting to the students like – laundry charges, recreation charges tours and travel, and gym. Charges. Extra tuition classes, hobby classes, etc.

### **General information about Dehradun, Uttarakhand, India**

- SGRR University is situated at Dehradun and is well connected by rail, road, and air. It is just five hr. drive from Delhi International Airport and you need to book your ticket to Delhi International Airport after taking a Valid Student Visa from Indian Embassy / High Commission.
- Make sure that you have taken all the required vaccinations like Yellow Fever, Typhoid Vaccine, Hepatitis Vaccine, etc. to avoid medical complications while you are in India.
- Make sure you inform SGRR University, Directorate of International Affairs for the Airport pickup at least two weeks prior to arrival and provide the complete details of the flight.
- Make sure that you bring the Admission Letter issued by the University along with all the Certificates/Degrees and Transcripts (in original) and 15 passport-size photographs.
- You can carry all your money in the form of Travellers Cheques, which can be easily redeemed at the airport as well as a number of foreign exchange offices and banks or you can use International Debit / Credit Cards.
- Temperature ranges between 30 to 45 degree Celsius during summers and 5 to 25 degree Celsius during winters. Here the winter season starts around November so the warm material (blankets, quilts, woollens, etc.) must be brought accordingly.
- Whilst everything is available in India, however, try to get all that you would require during the initial few days. All the essentials can be availed from the University tuck shops as well as markets available around a range of 1-5 km from the University Campus.
- The electric standard in India works on 240 V. So, ensure that you have an adapter for your mobile or laptop if it operates on a different voltage in your country. Also, the electric sockets are 2 or 3-pin so ensure that you carry a converter in case required.

For further details contact-

**DIRECTORATE OF INTERNATIONAL AFFAIRS  
SGRR UNIVERSITY, PATEL NAGAR  
DEHRADUN-248001  
UTTARAKHAND, INDIA EMAIL: registrar@sgrru.ac.in  
PHONE NO: 9389922432**

