

Shri Guru Ram Rai University (SGRRU)

Patel Nagar Dehradun

Directorate of International Affairs

(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 (<i>Medical Check-Up, Medical Insurance, AIU equivalence assistance, FRRO / Police verification / Registration / Visa Extension assistance</i>)	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-

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