

## **Admission Procedure and Facilities - International Students**

The International Desk of the Office of Admissions and Promotions is a single window to deal with admission and guidance of Foreign/NRI students. This desk not only controls the admission of the students but also provides necessary guidance for securing admission. All letters relating to Foreign/NRI students should be addressed to [admission@aisectuniversityjharkhand.ac.in](mailto:admission@aisectuniversityjharkhand.ac.in)

### **Category of Foreign/NRI:**

UGC norms will be followed to define Foreign/ NRI/PIO students.

### **Foreign/NRI students are categorized as follows in AISECT University:**

- i. Sponsored by the Govt. of India on cultural exchange program.
- ii. Sponsored by the home country of the concerned Foreign/NRI students and/or funding agencies.
- iii. Self-financing direct entry (with the clearance of Govt. of India)
- iv. NRI students who have taken qualifying exam in India or any foreign country.

### **(A) Admission Procedure for the batch of AY 2024-25**

Application for admission AY 2024-25 AY is open w.e.f 10th December 2023.

Step 1: Choose the Course of Study.

Step 2: Check the eligibility, selection criteria, fees, etc.

Step 3: Read the Guidelines for Admissions of International students on the website

Step 4: Once convinced, apply for the program of choice by filling up the online application form given on the website, [www.aisectuniversityjharkhand.ac.in](http://www.aisectuniversityjharkhand.ac.in), and making the payment of 50 USD online. Keep the records of transaction ID, and date of transaction details as proof for future reference. The E-Copy of the prospectus will be available on the website and also will be sent to each registered student separately

Step 5: After the application takes the scan of the following documents:

a) If applied for UG course –

- i. Copy of the Certificate/Diploma (Grade 10 and Grade 12) issued by the Concerned Board/ Ministry of Education with Mark Sheet.
- ii. A Copy of the Passport /Visa and I-20 in case of students have studied in the US.

b) If applied for PG course –

- i. Copy of the Certificate/Diploma (Grade 10 and Grade 12) issued by the Concerned Board/

Ministry of Education with Mark Sheet.

ii. Copy of the Bachelor's Degree.

iii. Copy of the Official Academic Transcripts of Bachelor's and Master's Degrees issued by the university.

iv. A Copy of the Passport /Visa and I-20 in case of students have studied in the US.

**Note:-** In case the required Documents are in languages other than English or Hindi, the applicants must submit their English Translation from the authorized translators and be duly authenticated either by their Embassy or by Indian Mission in their respective Countries.

Step 6: Send the scan copies to [admission@aisectuniversityjharkhand.ac.in](mailto:admission@aisectuniversityjharkhand.ac.in) along with the following details: Your Full name, the Course you have applied for, your contact details, your country, and the date of filling up the application form.

Step 7: Once we verify documents from AIU and find you eligible, you will be invited for the online AISECT University Common Entrance Test and Video Interview as a part of the selection process.

Step 8: Once selected, you may go ahead with paying the fees mentioned in the email. You will be also required to pay the verification fee of 250 USD, for getting your certificates and degree equivalence from AIU. This will be done by AISECT University for you.

Step 9: You will be given the Provisional Offer (PO) letter which will be required by you to obtain Student VISA.

Step 10: On submitting the fee and getting a confirmation from the finance department, you will be entitled to final Admission at AISECT University. You will receive the Email with the documents required, the first-semester fee payment, and the Reporting on Campus Details.

Step 11: You will Report on Campus on the date of Reporting as communicated to you with all the Original and photocopies of the Document, Original Fee Payment Receipts, etc.

## **General Guidelines on International Admissions:-**

The university agrees in principle to admit Foreign/NRI students to the Post-Graduate, Undergraduate and Ph. D. programs in different fields on full time basis to provide educational opportunities to Foreign/NRI students.

### **Number of Seats:**

The supernumerary quota will be fixed for foreign students on the guidelines of respective statutory/regulatory bodies for these programs. In case of programs which are not directly under any statutory/regulatory body the concerned Board of Studies will decide from time to time the number of seats allocated to the Foreign Students and the nature of seats.

### **Eligibility:**

#### **a. Qualification:**

The qualifications required for eligibility for admission to different programs can be checked in detail from the prospectus or university website. The minimum educational qualification for admission of Foreign/NRI in various programs is same as for Indians.

#### **b. Equivalence of degree/ +2 certificate:**

Only 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. Students are required to obtain equivalence certificate from AIU. All information regarding Equivalence Certificate is given on web page <http://www.aiuweb.org/Evaluation/evaluation.asp>. The student has to furnish necessary fee ascertained by AIU.

#### **c. Translation of Certificates:**

Students having obtained their qualifications from abroad for which the certification has been done in their Regional Languages i.e. Russian, French, Spanish, German etc. are required to get their Certificates translated from the authorized translators and get them authenticated from their Embassies or Indian Mission in their respective Countries before submitting to Association of Indian Universities (AIU) for equivalence.

d. Requirement of Visa:

**Full time programs:**

All the Foreign/NRI students will require a student visa endorsed to only AISECT University for joining full time programs. No other endorsement is acceptable. Students wishing to join a research programmer will require a research visa endorsed to AISECT University. The visa should be valid for the prescribed duration of the course. A visa is not required for NRI students.

**Part time programmes:**

Students those who are doing full time courses, in some other institutions, do not require a separate visa for joining part time programs provided that their current visa is valid for the entire duration of the course.

**No-objection:**

Foreign/NRI students do not require to submit a No Objection Certificate for joining professional courses, however all Foreign/NRI students willing to undertake any research work or join a Ph. D. or M. Phil. programs 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 and must be on the research visa endorsed to AISECT University .

**Medical test:**

All International/NRI students will have to undergo a medical fitness test including HIV test before taking final admission.

**Medical Insurance:**

It is advised that all Foreign/NRI students take a medical insurance policy to meet the expenses of medical treatments (which are not available in the university health center) during the stay at the university. A copy of the said insurance policy should be submitted at the time of final admission.

### **Facilities:**

We offer comprehensive support for international students, including guidance and documentation for admission & study visa processing, on boarding, enrolment, and the e-FRRO process.

Accommodation options include both AC and non-AC rooms on a twin/triple-sharing basis. Vegetarian meals are provided through our main kitchen mess, and students can also enjoy snacks and meals from four vegetarian cafeterias across the AISECT University campus.

In addition, the campus is equipped with:

- 24×7 emergency clinic and ambulance services
- IoT-enabled laundromats
- Free EV Charging Station
- Indoor and outdoor sports facilities (badminton turf, volleyball, tennis, basketball courts, football ground etc.)
- Fully equipped gymnasiums
- Yoga and meditation halls
- An on-campus bank and ATMs
- Over 35 active student clubs for extracurricular engagement

We are committed to supporting international applicants with all necessary documentation (including visa-related letters) and providing guidance to ensure a smooth and welcoming transition to campus life in India.

### **Proficiency in English:**

A Foreign/NRI student must have passed the qualifying examination in English medium or the student must have a valid score in Proficiency Test in English like TOFEL and ELTIS.

### **Final admission:**

After obtaining the provisional eligibility letter the following requirements have to be fulfilled:

- a. Visa
- b. No objection certificate
- c. Fee

- d. All documents which are attached in Original for verification. University will not retain any original certificates
- e. Copy of Passport/OCI/PIO Card/NRI Certificate
- f. Medical test:

The students may conduct the following tests at their country or they will have to undergo these tests at India as per the provisions of time.

- I HIV test
- II Hepatitis surface Antigen (HBsAg)/ Australia Antigen before admission.
- III Doctor's certificate for differently abled person if applicable
- IV Doctor's certificate for fitness
- V Any other test

#### **Payment of Fee:**

- a. Please note that you must inform the admission coordinator after making any payments you make through e mail b. Please Take a print out of the Payment Receipt sent to you .Duly fill it and get your bank's seal and signature. Resend a scanned copy of this Receipt to your admission coordinator.
- c. Please use your own account or your sponsorer's account for all payments and for claiming any refunds. There is no provision for accounting from multiple accounts.
- d. The following fee structured will be followed by the university for Foreign/NRI students:

To Know More, Click: [www.aisectuniversityjharkhand.ac.in](http://www.aisectuniversityjharkhand.ac.in)