



पुण्यश्लोक अहिल्यादेवी होळकर सोलापूर विद्यापीठ, सोलापूर

Punyashlok Ahilyadevi Holkar Solapur University, Solapur

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GUIDELINES FOR ADMISSIONS AT VARIOUS UNDER GRADUATE AND POST GRAGUATE COURSESBY FOREIGN / INTERNATIONAL STUDENTS

1. INTRODUCTION:

These Guidelines cum Rules are framed to be followed for the admissions to various Under Graduate (UG) and Post Graduate (PG) courses available at Punyashlok Ahilyadevi Holkar Solapur University Solapur (PAHSUS) and its affiliated institutes defining the eligibility, procedure, mode of curriculum delivery and pre-requisites to appear examinations, etc. while admitting the Foreign/ International students (*Henceforth will be referred to as 'Foreign students' only*).

2. GENERAL INSTRUCTIONS:

- (a) Rules framed by University Grants Commission (UGC) and Association of Indian Universities (AIU) will be followed for deciding the eligibility and admissions of Foreign students to various courses offered at PAHSUS and affiliated institutes. Similarly, time to time guidelines given by Ministry of Education (MoE), Ministry of External Affairs (MoEA) and Ministry of Home Affairs (MoHA), Government of India will be applicable as and when required.
- (b) Also the guidelines set by Regulatory bodies of India such as All India Council of Technical Education, Bar Council of India, Pharmacy Council of India, Council of Architecture, National Council for Teacher's Education, etc. will be considered while confirming the eligibility.
- (c) The admission quota of foreign students will be supernumerary i.e. 15 % over and above the sanctioned intake for the respective program. Out of which 5 % will be for the students having NRI/PIO/OCI status and remaining 10 % will be for any other foreign student. (If





there is no application from NRI/PIO/OCI students then entire 15% will be used for all foreign students.)

- (d) Any Foreign student willing to pursue any course of studies at PAHSUS or at its affiliated college/s should apply only in the prescribed format with all required testimonials attached to the application, before seeking the admission.
- (e) All communication related to the admission of foreign students in any of the course either at PAHSUS campus or at any of the affiliating colleges should be addressed to The Registrar, PAHSUS, Solapur-413255, Maharashtra, India (*Email: registrar@sus.ac.in*).

3. FOREIGN/ INTERNATIONAL STUDENT:

As per the guidelines of Ministry of External Affairs (MoEA), Government of India, Foreign student will be defined as:

- (a) **Foreign Student (FS):** Foreign student means student holding passport issued by foreign countries (i.e. holding Citizenship of foreign countries), including student of Indian origin who have acquired the nationality of any foreign country.
- (b) **Persons of Indian Origin (PIO)/ Overseas Citizen of India (OCI):** PIO or OCI means a person who is the citizen of other countries (except Pakistan and Bangladesh) who at any time held an Indian Passport Or A person who or whose any of ancestors was an Indian National but who is presently holding another country's citizenship/ nationality (i.e. who hold foreign passport).
- (c) **Non Residential Indian (NRI):** An Indian Citizen who is residing outside India and holds an Indian Passport is called as NRI. Only those NRI Students who have studied and passed the qualifying examinations from Colleges or Universities in foreign countries will be included as foreign students. This will include the students studying in the colleges and Universities situated in foreign countries even if those are affiliated to the Universities located in India, but will not include students studying in those schools or colleges (situated in India) and affiliated to the Universities of the foreign countries.

Students passing the qualifying examinations from Boards/Universities located in foreign countries as external students and dependents of NRI studying in India will not be included as foreign students. Entry level status of the foreign students on entry to the country will be





maintained, i.e., if the applicant entered the country through a student visa, it will remain the same throughout the duration of the course. The applicant cannot change the type of visa during the course of the study. Wards of NRI parents are eligible for admissions to NRI category.

4. ELIGIBILITY AND EQUIVALENCE OF FOREIGN STUDENT'S QUALIFICATION:

For the admission to any of the UG course/s at PAHSUS and/or its affiliated colleges, a student must have qualified 10 + 2 certificate examination equivalent to Higher Secondary School Certificate (HSC) Examination from any of the Board, recognized at international level from foreign or from India. Similarly for the admission to any of the PG course/s at PAHSUS and/or its affiliated colleges, a student must have qualified the undergraduate degree examination in the same or allied subject, from any of the recognized universities in foreign or from India. Students appearing for their final year certificate/ degree examination also can apply whereas; admission of such students will be provisional, subject to the passing and submitting the final result on or before 30th July of the admission year or as declared by PAHS University. It is the responsibility of the student to ascertain whether he/she possess the requisite qualification for the admission. Having been admitted provisionally does not mean the acceptance of the eligibility.

Any foreign candidate who has acquired 10+2 certificate or qualifying degree from any of the foreign universities and applying for the admission in India, needs to obtain the equivalence certificate from Association of Indian Universities (AIU), either prior to submitting the application or after reporting to the University within the period of two months or else the admission of such student will be deemed cancelled. For this purpose, student should apply to AIU either through online/ offline mode as per the instructions of AIU. (Please refer the website <https://www.aiu.ac.in> for details).

The Director of the School in the University / Head of the Department/ Head of Institute where the student is applying for admission in a respective course also can suggest the eligibility of the student (if required) as per the guidelines of above mentioned regulatory bodies in India.

In case any foreign student migrating/ transferring from another University in India (i.e. a foreign student who has completed his/her certificate course/ undergraduate degree from





Indian University), then it is necessary to produce the Migration Certificate from that University within two months of reporting to the course for consideration of final admission.

5. DOCUMENTS REQUIRED BY FOREIGN STUDENT FOR UG/ PG ADMISSION:

- Student applying for admission in UG/PG course at PAHSUS will require to produce the following documents for confirmation of admission (In original as well as two sets of self-attested photocopies):
 - a) Application of the student for admission to UG/PG course at PAHSUS
 - b) Certificate and Mark-sheet of qualifying examination
 - c) Equivalence certificate issued by AIU or declared by the PAHS University
 - d) Original passport as a foreign citizen or as per clause 3
 - e) Student's valid Visa or Residential Permit in India
 - f) Five copies of Passport size photograph
 - g) English Language Proficiency Certificate, certified by the responsible authority/ institution or valid IELTS/ TOEFL Score.
 - h) Financial support certificate duly signed by sponsoring person/agency/organization and/or six month bank statement issued by the local/foreign bank
 - i) Foreign Residential/ Communication address along with valid phone numbers and valid email IDs
 - j) Contact details of the parent/ nearest person along with valid phone numbers and valid email IDs
 - k) Dual Citizenship card for PIO/OCI status, if applicable
 - l) NRI status certificate, if applicable
 - m) Original Migration/ Transfer certificate, as applicable
 - n) Educational Gap Certificate, if applicable
 - o) Medical Fitness certificate from a registered medical practitioner
 - p) Character certificate from the Institute/ University last attended
 - q) A certificate from native police station that no vigilance / disciplinary case is pending or being contemplated against the student
 - r) Certificate of Student's Medical Insurance cover at least for first year of the study (which should be renewed in the successive years of the study).





- If any of the students is seeking admission as NRI student and if the parents of the student is sponsoring that student, then following documents will be required from Sponsoring parent along with above documents:
 - a) Passport and Visa of the parent
 - b) NRI Certificate from Indian Embassy
 - c) Work permit and/or foreign country ID
 - d) Letter of Employment from Employer on Company Letter Head
 - e) Residence Permit
 - f) Six month bank statement from an NRI account or foreign bank on Bank's Letter Head attested by bank authorities.
 - g) Sponsorship Letter from the Sponsoring parent

Points to be noted:

- i) All these documents/ certificates should be legible in English language. If student has his/her certificates in any other language than in English, then he/she should get all those documents/certificates translated in English and duly certified by the authorities of Indian Embassy / Consulate located in that foreign country from where the student is coming from.
- ii) Every foreign student is required to sign an affidavit (on Rs. 100/- Non-Judicial stamp paper) at the time of reporting to the University.
- iii) Foreign student will require reporting at Foreign Registration Office (FRO) at designated police station within 14 days after entering in India. (Authorities of PAHSUS will help the student in this regard)
- iv) Submitting appropriate documents on time is the responsibility of the student and no complaints or excuses will be entertained thereafter and PAHSUS will not be responsible for any losses incurred in any case and in any form.





6. PROCEDURE (Steps) FOR ADMISSIONS FOR FOREIGN STUDENT:

Following step-wise procedure will be followed for the admission of a foreign student at various UG/PG programs at PAHSUS or its affiliated Institutes. These steps are mainly divided in three parts as follows:

Part I- Provisional Admission:

Step 1: Foreign student should apply/ register on a separate application form (ONLINE only) in the prescribed format along with the self-attested scanned copies of the above mentioned documents (as in point 5) on or before 30th April of the respective admission year. Application fee of INR 1000/- for each program should be paid separately, through online or amount can be transferred from any bank or credit card. Application/ Registration will be considered valid only if application is supported with documents and the application fees.

Step 2: Student will get a 'No Objection certificate' after verification of all the documents on or before 30th May of the respective year. If there is any doubt, then PAHSUS may ask for the clarification from the student, before providing NOC.

Step 3: After getting NOC, student will require to pay anon-refundable amount of INR 2000/- as processing fee (Except ICCR facilitated students) to PAHSUS to get 'Provisional Admission Letter' on or before 15th June of the respective year.

Part II- Final Admission:

Step 4: Submit the 'Provisional Admission Letter' to the Indian Embassy of the respective country for obtaining 'Student VISA'

Step 5: Student should report to the admission center of the PAHSUS or its affiliated institute on or before 20th July of the respective year with all above mentioned original documents along with two sets of attested photocopies and get these documents verified from the executive at the admission office. Once it is confirmed that all the documents are produced as per the requirements, then the student will have to sign an affidavit on INR 100/- Non- Judicial stamp paper in front of Notary officer. Then student will require to pay the entire amount of fees to the Accounts office at the admission centre. Once student pays the entire fees, his/her admission will be finalized.

Part III- Confirmation of Admission:

Step 6: After final admission, the student is required to undergo the medical fitness examination and get the medical fitness certificate. As per Government rules, all foreign students entering India on 'Student VISA' have to be tested for HIV and his/her admission





cannot be confirmed, if found HIV positive. This medical examination fees will be paid by the respective student. Also student should compulsorily get medical insurance (If not done at the time of reporting) at-least for first year of study and it will be required to renew in the successive years of the study.

Step 7: Every Foreign student shall be required reporting at Foreign Registration Office (FRO), at designated Police Station within 14 days after entering in India.

Step 8: Only after following the above mentioned procedure, any foreign student will be given 'Admission Confirmation Letter' and will be eligible to get the Identity Card of the University/ Institution.

- Final reporting date for the foreign student will not be extended than 30th July of the respective year, unless and until there is such emergency situation. If student fails to report within due date, he/she will be responsible for the academic/ financial loss and PAHSUS or the affiliated institute should not be held responsible.

7. MODE OF CURRICULUM DELIEVERY:

Unless and until it is prescribed, the entire curriculum of the UG/PG programs will be delivered in English language only. If it is found that foreign student is not so proficient in the English Language, then he/she will be advised to join English Language Foundation course. In that case student will require to pay extra fee other than annual and other fees of the University/ Institute for this English language Foundation Course.

If student is planning to get admission in a particular language subject such as Sanskrit, Urdu, Pali, etc. then he/she should be proficient in the particular language also, along with English Language, prior to admission.

As all the UG/PG programs at PAHSUS and its affiliated institutions are in Full time mode (unless and until it is prescribed), every foreign student will be required to physically present in the University/ institution and should mandatorily complete the entire course as per the guidelines. PAHSUS will not distinguish between Indian/ Foreign student, in this case.

It is worth to note that PAHSUS has adopted the 'Choice Based Credit System' (CBCS) pattern from 2014 in all the courses. Also according to the 'New Education Policy' (NEP)-2020 formulated by MoE, Government of India, PAHSUS has made the changes in all





the courses. Therefore, degrees offered by PAHSUS are at par with the international standards.

8. EXAMINATION PATTERN AND MODE OF EXAMINATION:

As like curriculum delivery, the examination pattern and mode of examination will be same for Indian as well as Foreign students. It will be informed to all the students, well in advance. The timely assessment and evaluation of every student will be done as per the existing pattern of the University. Even every student will require to undergo Internship/ Industrial training/ Apprenticeship, and will require to complete the part of curriculum project/s, wherever applicable. The student will be awarded with the degree only if he/ she completes the entire respective course curriculum within stipulated time.

9. FEES AND SCHOLORSHIPS:

- A) **Fees:** Fees for any program consist of broadly two components such as Tuition Fees and Other Fees for every academic year. Any foreign student admitted to any of the UG/PG program at PAHSUS or its affiliated institute will require to pay the fees as follows, at the time of admission:
- Student from *SAARC (The South Asian Association of Regional Cooperation) Countries and NRI students will have to pay Tuition Fees three times than the Maharashtra Resident student and other fees will be as like Maharashtra student. (*The Countries such as: Afghanistan, Bangladesh, Bhutan, the Maldives, Nepal, Pakistan and Sri Lanka)
 - Student from any other country than SAARC/ NRI will have to pay Tuition Fees five times than the Maharashtra Resident student and other fees will be as like Maharashtra student.
 - Apart from these annual fees, examination fees will also be as like Maharashtra student for all foreign students.
- B) **Scholarships:** At present PAHSUS does not provide any kind of scholarship to any of the foreign student. But student can approach to any of the funding agencies or the scholarship providing authority which supports in getting education in India. PAHSUS being one of the State Universities in Maharashtra, will provide all kind of assistance in getting the scholarship to any of the student. Currently there are some scholarships provided by Indian





Council for Cultural Relations (ICCR) which is an initiative of Government of India. (For more details student can visit to - <http://a2ascholarships.iccr.gov.in>)

10. DISCIPLINE AND CODE OF CONDUCT:

Foreign students admitted to any of the UG/ PG programs will require to note the following points related to the discipline and code of conduct:

- a) Usually the academic year is considered from June till May unless and until specified, and the course usually starts from July. Therefore, it is essential that the foreign student has to report to University latest by 30th July.
- b) One time full payment of academic annual fees will have to be paid at the time of reporting. Late fees will be applicable for any delay in payment of fees. Please note that, the fees including tuition fees once paid will not be refunded in any case.
- c) It is mandatory for all the foreign students to strictly follow the rules and regulations stipulated by the University from time to time. Violation of rules and regulations would result in strict action against the concerned student which might lead to cancellation of the admission and no excuse/ objection in this matter would be entertained and the student will be responsible for such consequences.
- d) It is the responsibility of the student to submit the updated documents like change in residence, address, Residential Permit, etc. in the University/Institution's office.
- e) Document with prior permission from concerned Head of the Department/institute has to be submitted to the office in case student is visiting other city for academic/ personal reasons during the academic year. Any discrepancy in the record will be reported to the nearest police station, FRO and respective Embassy for record purpose as per the provisions of the law. Violation of the Visa rules will not be entertained in any case.
- f) Once admitted for a particular course at PAHSUS or affiliated institute, it is the responsibility of the student to maintain the attendance report and make sure that percentage of attendance per each course is more than 75% as stipulated by UGC and University rules and regulations. The attendance of the student may be shared with FRO and respective Embassy, if it is asked for.
- g) Vacation period will be as decided by the University time to time. It will be same to the Indian and foreign students, if not specified so. Vacation more than two months will not be granted without valid reason and permission. Admission of the student will be cancelled





for not following the University rules and those who are absent for more than five months without valid permission.

- h) Once the student has taken admission to a particular course either at University Department/ School or at any of the affiliated institute he shall not be allowed to change the place/ course of the admission. In special circumstances, student seeking transfer must apply to University with No Objection Certificate from Head of the Department/ School/ Institute, where he/she was originally admitted and the acceptance letter from Head of the Department/ School/ Institute where student wishes to join.
- i) It is mandatory for all the foreign students to take the follow-up of the Department/School/Institute/University notices, instructions, circulars displayed on the notice boards or uploaded on the website, time to time. No excuse or complaints would be entertained in case the student misses any academic activity due to his/her negligence.
- j) University/institute will try to provide the hostel accommodation inside the campus if available (separate for boys and girls), for which student will be required to pay the extra hostel fees as applicable. Such student residing in the hostel needs to follow the instructions and rules of the Hostel also. If student wishes to stay outside the university/institute campus, then he/she should take the permission from the appropriate authority and should communicate the local residential address to the office of the University/ Institute.
- k) Student should not join any part-time job without permission of the University authorities and if required should take the permission from FRO, as it may be the violation of the Visa rules. If at all, as a part of the curriculum, student is required to undergo industrial internship/ Apprentice/ Training (which can be paid or unpaid also), student is required to take the permission from Head of Department/ School/ Institute.
- l) Every foreign student is required to return to his/her original country from where he/she has come from after the completion of the course of study duration or before the end of the validity of Student Visa. Any Foreign student cannot take any employment in India, unless and until he/she is permitted by the FRO or respective Embassy for which student should apply separately to the Indian Embassy and should get the type of Visa changed through particular channel. Otherwise, it will be considered as violation of the norms of the Original Student Visa and will be liable for the punishable offence as per the guidelines of Government of India.





11. CONTACT DETAILS FOR ANY ENQUIRY:

For any query, student can contact to:

The Registrar,

Punyashlok Ahilyadevi Holkar Solapur University Solapur,

Solapur-Pune National Highway,

Kegaon, Solapur 413255,

Maharashtra, India

Phone No.: +91 217 2744776

Email ID: registrar@sus.ac.in

Website: <https://su.digitaluniversity.ac>

• Important Note :

Authorities of PAHSUS will follow all norms and guidelines of different Regulatory bodies, UGC, MoE, MoEA and Government of India while admitting the foreign students to any of the UG/ PG course at University Campus or its Affiliated Colleges. But as the final admitting authority, PAHSUS keeps all rights reserved about the admission/ denial/ cancellation of any foreign student in the University Campus/ Affiliated Colleges and no complaint/ objection will be entertained in any matter regarding the same.

(Principal Dr. S. D. Nawale)
Chairman, Foreign/International
Students Rules Committee

