



GENERAL GUIDELINES AND ADMISSION RULES FOR INTERNATIONAL STUDENTS

SIDDHARTH UNIVERSITY
Kapilvastu, Siddharth Nagar, U.P. India, 272 202
INTERNATIONAL CELL

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Siddharth University, Kapilvastu, (U.P.)-211002, India

GENERAL GUIDELINES AND ADMISSION RULES FOR INTERNATIONAL STUDENTS

1. Introduction

These guidelines define the procedure for the admission of International Students to various courses/programme of Siddharth University, Kapilvastu, India. These rules are based on General Guidelines issued by the University Grants Commission (UGC), Association of Indian Universities and Statutory/Regulatory directives issued from time to time. The candidate who wishes to apply for admission under Foreign Nationals & NRI category is advised to carefully read and follow these guidelines which can be seen/downloaded from the University website: <https://www.suksn.edu.in>. It shall be presumed that the candidate applying for admission agrees to abide by the same. The University reserves the right to suitably modify, update or delete any part of these rules and procedure without any prior notice.

2. The International Cell

The Chairperson (International Cell) and Coordinator (International Cell) are the main conduits for the operations of the International Cell office. In addition to supporting international students with their housing and other logistical needs, the International Cell office shall provide the necessary guidance for international students to be admitted to the various courses and programs offered at Siddharth University, Kapilvastu and to conduct professional, developmental, and recreational activities. Additionally, the International Cell offers guidance on developing and creating bilateral interactions and collaboration with international Institutions.

All correspondence related to international students should be addressed to the Office of International Cell, Second Floor, Administrative Block, Siddharth University, Kapilvastu, (U.P.) -272202, India.

The International Students should communicate in the email mentioned below:

Email id: internationalcell@suksn.edu.in OR intcell@suksn.edu.in

All International Students seeking admission to Siddharth University are strongly advised not to use the services of third party/agents/admission service firms. University has not authorized any agency/individuals/agent to act on its behalf and/or to charge any fee from prospective students. Applicant's inquiries received through middlemen/third party will not be entertained and will be categorically rejected.

3. Categorization of International Students:

a) Foreign Students:

Foreign Nationals holding passports issued by foreign countries including Persons of Indian Origin (PIO) and Overseas Citizen of India (OCI) card holder who have acquired the nationality of foreign countries are included as foreign students. Provided any subsequent changes in the definition as may be notified by the Government of India shall have the same latest meaning respectively assigned to them. For Nepal and Bhutan Nationals, Citizenship certificate (in absence of Visa), duly countersigned by the consular wing of the Mission of India in the respective country has to be submitted.

b) Non-resident Indian (NRI) students:

Only non-resident Indian students who have completed their studies and passed the qualifying exams in overseas universities, colleges, or other academic establishments would be classified as international students. This will include students attending universities or other educational institutions located abroad, even if they are affiliated with Indian universities, and will exclude students studying in schools or colleges situated in India and affiliated to the Universities or affiliating bodies of foreign countries. A person shall be deemed to be NRI (Non-resident Indian) if she/he fulfils the criterion (as amended from time to time) for status of NRI under Income Tax Act, 1961, in the year in which he/she, or being dependents of persons so qualified, seek admission in Siddharth University, Kapilvastu. The other expressions not defined herein shall have the meaning as may be assigned in any subsequent notification of the Government of India/UGC.

c) Children of Indian Workers in Gulf and South East Asia Countries (CIWGC-SEAC):

The candidates whose parents are working in Gulf countries or South East Asia are eligible under this category.

3.1. Categorization of Admission for International Students:

International Students may seek admission to any course offered by Siddharth University, Kapilvastu, choosing any of the following modes:

- a) Indian Council for Cultural Relations (ICCR), Government of India Category: This include candidates with nomination/sponsorship by any Foreign State, Embassy or Authority in India/ICCR-Ministry of Govt. of India under the Study in India Programme/Exchange Programme, etc. subject to the condition that the international candidate is eligible to seek admission as per the requirements of the course.
- b) Self-Financing International Students:
This provision is available for admission to Under graduate (UG), Post graduate (PG) courses, Professional courses and Doctoral programme (Ph.D.). Applicants can apply directly to the International Cell at Siddharth University, Kapilvastu, within the time frame specified by the university. (visit <https://www.suksn.edu.in>).
- c) Under the category of MoU with International Institutions:
For students from institutions which have signed MoUs with Siddharth University, admission will be made under the terms and conditions given in the MoU.

4. General guidelines and Procedure for Admission:

- a) The International students (Foreign students & NRI category) will be admitted against the 10% supernumerary seats of the Under graduate (UG), Post graduate (PG) courses, and Professional courses.
- b) The above total 10% of the supernumerary seats for international students will not include the international students under exchange programmes or land through Memorandum of Understanding (MoU) between institutions or between Government of India and other countries. It is in conformity with the “Guidelines for Admission and Supernumerary seats of International Students in Undergraduate and Postgraduate Programmes in HEIs in India” issued by the UGC, New Delhi vide D.O. No. 1-1/2022 (CPP-II), dated 30/09/2022.
- c) The International students are exempted from appearing in the Entrance Test for admission in all UG, PG, professional courses, and Ph.D. programme subject to fulfilling the eligibility requirement of the course/programme concerned. However, the Ph.D. candidates shall appear for interview before the Departmental Research Committee of the respective department in which they are seeking admission.

In the event that the number of eligible international students seeking admission exceeds the available seats, the selection of candidates shall be based on the merit list prepared according to the prevailing practices of the University. The Vice-Chancellor, Siddharth University, Kapilvastu is authorized to approve additional seats for Foreign students.

d) International students, who wish to enroll under Self-financed category, are required to submit a hard copy of duly filled application form in the prescribed format ([https://www.suksn.edu.in.](https://www.suksn.edu.in)) along with self-attested scanned copies of all the required documents (Annexure-I) directly to the International Cell office at Siddharth University via email (internationalcell@suksn.edu.in OR intcell@suksn.edu.in). Additionally, a hard copy of the same may also be sent via post to the International Cell, Second Floor, Administrative Block, Siddharth University, Kapilvastu, (U.P.) - 272202, India.

The university shall provide the mode of application submission from time to time.

e) The International Cell will notify the applicant about the University's decision, along with a copy to the concerned Embassy, for further processing after eligibility check for the applied course, document verification, and approval from the appropriate authority. In compliance with the University's policy on UG, PG, and Ph.D. admission, the International Cell's recommendation list for international students' admission to each course/programme shall be forwarded for admission and fees submission.

Siddharth University does not have at present any provision for scholarships or financial aid for foreign students.

f) International applicants must apply through the Indian High Commission/Embassy in their home country to be considered for admission under Cultural Exchange Fellowship programme of the Indian Council for Cultural Relations (ICCR). Applications received by the International Cell at Siddharth University, Kapilvastu via ICCR will be reviewed for document verification by Association of Indian Universities (AIU), eligibility check from the relevant departments, and degree equivalency by AIU (if applicable). If the candidate is found to be eligible for admission, ICCR, New Delhi will send the admission offer letter to the individual. For Nepal & Bhutan Nationals only: Citizenship certificate (in absence of Visa), duly countersigned by the consular wing of the Mission of India in the respective country, has to be submitted.

5. Eligibility Conditions and Documents Required:

a) Minimum eligibility qualifications for international students seeking admission in Siddharth University in any mode will be the same as for Indian students for each program mentioned in the University admission procedures for various courses/programme. For more details, please visit University website- [https://www.suksn.edu.in.](https://www.suksn.edu.in)

- b) The course/programme on which eligibility is to be relied upon must be from a University/Institute included in the list of the AIU, New Delhi- 110002 (<http://www.aiuweb.org>). In case the University/Board is not included in the said list, the candidate has to obtain and submit an Equivalence Certificate to this effect from the AIU.
- c) The following certificates/documents must be submitted along with the prescribed application form:
- (i) As per Annexure I, appended below with these guidelines.
- d) Ineligibility for admission: If, during the verification process or at any later time, the University finds that any certificate, documents, testimonial, or information submitted by the candidate is inaccurate, false, irrelevant, or not in compliance with the requirements, the University shall cancel the candidate's admission and permanently disqualify him/her from admission to the University. All the fees paid by such candidates will be forfeited.

6. Lists of offered degree courses/programmes:

Please visit <https://www.suksn.edu.in>.

**** Eligibility in all the offered courses/programme remain same or equivalent to those for Indian students.***

7. Fee structure:

The fee structure for international students shall be as per the notifications from the University from time to time.

The details of admission fees has to be submitted as per Annexure II, appended below with these guidelines.

No request for any Change of Course/Programme will be entertained after the completion of the admission process.

The fee refund policy, re-admission policy and any other matter related policies shall be as per the norms of the University. The registration fee shall be non-refundable.

The fees are liable to revision and students will have to pay the revised fees as and when applicable.

8. Code of Conduct:

International students are required to comply with the University regulations and the code of conduct that applies to Indian students enrolled in the same course. The laws that are now in effect at the state and federal levels will be applied to address antisocial, anti-national, political, and religious activities, misbehavior, violence, and unethical behavior involving international students. Siddharth University, Kapilvastu disclaims any liability for any offenses committed by international students on or off campus.

9. Examination and award of degree:

The procedure for examination, payment of examination fees, issuance of mark sheets and passing certificates, and award of degrees will be same as for the Indian students enrolled in the same courses.

In case of any differences in the interpretation of rules/guidelines or on points not specifically covered, the decision of the Vice Chancellor, Siddharth University, Kapilvastu, shall be final.

GUIDELINES FOR APPLICATION

1. An international student seeking admission to a Ph.D. course at Siddharth University is required to send his/her application in the prescribed application form. The duly filled application form together with relevant documents must reach the International Cell, Second Floor, Administrative Block, Siddharth University, Kapilvastu, (U.P.) -272202, India.

For UG and PG courses, the admission process shall be through online mode, with application and registration fees listed in Annexure V.

The International Students should communicate in the email mentioned below:

Email id: internationalcell@suksn.edu.in OR intcell@suksn.edu.in

2. Application Form should be filled legibly in English by the candidate in his/her own handwriting.
3. No column should be left blank in the application form. Incomplete application forms will be summarily rejected.
4. Self-attested photocopies of all the required documents/certificates and other relevant documents as mentioned in the application form should be enclosed. If admitted, the student will be required to produce original certificates/documents at the time of taking admission to the University.
5. Mere submission of an application form does not guarantee admission.
6. All admission offers are provisional. The students are advised to acquire a valid Student/Research Visa, whichever is applicable.
7. For Nepal & Bhutan Nationals, the application has to be duly countersigned by the consular wing of the Mission of India in the respective country.
8. For Iran nationals: NOC from the Islamic Republic of Iran in India (in addition to the Visa issued by the Indian Embassy abroad) has to be submitted.

IMPORTANT DATES:

1. The application will be received round the year, however admission shall be granted as per the commencement schedule of the following session.

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2. In case any information furnished in the application is found to be false or incorrect, at any time during or after completion of the program, the University reserves the right to cancel the admission and take other steps as may be deemed fit.



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Annexure-I

Checklist of Enclosures (Self-attested) to be submitted along with Application Form (Put \checkmark mark)

- Proof of Age.
- Passport size recent photographs (two).
- Photocopies of Passport Identification Page and Visa.
- Marksheets/Certificates/English translations of all transcripts of Academic records.
- Copy of Migration/Transfer Certificate, as issued by the institution last attended.
- A certificate regarding Proficiency in English (For Ph.D.: TOEFL with minimum 70 score or IELTS (minimum 6 bands))*.
- For Nepal & Bhutan Nationals only: Citizenship certificate (in absence of Visa), duly countersigned by the consular wing of the Mission of India in the respective country.
- Valid appropriate Student Visa or Research Visa stamped into Passport, or Letter of Permission for OCIs. Please note that the Visa endorsement should be specifically for study and acceptable to Siddharth University, Kapilvastu.
- NRI status certificate as per Annexure III (not more than six months old; if latest NRI certificate of the candidate/dependent is not available at the time of applying, the same may be submitted at the time of admission and such candidates shall submit an undertaking to this effect (Annexure IV)), and relevant pages of the Passport showing Visa and latest exit and entry date.

- For Ph.D. students only: An official document must be attached stating that the degree possessed by the candidate entitles enrolment/admission to Ph.D. Course in his/her own country.
- For Iran nationals: NOC from the Islamic Republic of Iran in India (in addition to the Visa issued by the Indian Embassy abroad).
- Upon arrival in India every foreign student must register with the Foreigners Regional Registration Office (eFRRO), Gorakhpur for Siddharth Nagar.

*** As Applicable**



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Annexure-II

Application ID No.:.....
(To be issued by International Cell)

Admission Fees Details

Name of Applicant:
Country:
Program Applied for:
Date of Application:/...../.....
Demand Draft No./Transaction No.:
Amount:
Name of the Bank:
Date of D.D./Transaction:
Other Information (If any):

(Signature of the Applicant)

(For Office Use Only)

Tick the appropriate

- The Demand Draft is submitted for the processing in Finance Section
 The Transaction amount is confirmed for receipt by the Finance section.

Remarks (If any):

Coordinator
International Cell

Chairman
International Cell

Format for Letter from Embassy

(NRI Certificate of the Candidate/Parents to be submitted in the Letterhead of the Embassy Office)

No.

Date:

TO WHOM IT MAY CONCERN

This is to certify that Mr./Ms.....
holder of Indian Passport No.....
dated..... issued at.....
(place of issue) is residing in this country since..... He/She is a
Non-Resident Indian.

(Signature, Designation & Seal of the Issuing Authority)

**UNDERTAKING BY THE CANDIDATE FOR SUBMITTING
NRI CERTIFICATE AT THE TIME OF ADMISSION**

Before International Cell, Siddharth University, Kapilvastu, India

Sir,

I, _____ Son/Daughter

of _____ R/O (Permanent Address)

do hereby undertake the following:

1. That I am an applicant for admission to _____ course/programme of Siddharth University, Kapilvastu during the Academic Session _____ under NRI category.
2. That the applicant is unable to obtain the document before the last date of submission of Application Form.
3. That the applicant undertakes that he/she will submit the relevant document at the time of provisional admission and produce the original document at the time of physical reporting/verification within the prescribed time as stipulated by Siddharth University, Kapilvastu.
4. That the applicant undertakes that in the event he/she fails to submit the relevant document at the time of provisional admission or fails to produce/submit the original document at the time of reporting/verification within the prescribed time as stipulated by Siddharth University, Kapilvastu then his/her provisional admission to the course (and its subsequent upgradation, if any) will stand automatically cancelled and in that case he/she will have no claim or right of admission whatsoever as against the said cancellation of admission.
5. That the applicant further undertakes that in the event of cancellation of his/her admission in the manner as aforementioned, he/she will have no claim or right for the refund of the amount of fees and other charges paid to the University in connection with the said provisional admission.

Date:

Name of Candidate

Place:

Signature