



MOHAN BABU UNIVERSITY, TIRUPATI, ANDHRA PRADESH

[Established under the Andhra Pradesh Private Universities (Establishment and Regulation) Act No.3 of 2016]

POLICY NO. O-IV/P-7

POLICY ON
ADMISSION OF INTERNATIONAL STUDENTS

[Prepared in accordance with Ordinance No. IV, Clause 8 (vii) of the First Set of Ordinances of the Mohan Babu University Tirupati, Andhra Pradesh]

1. PREAMBLE

In order to encourage internationality and diversity, the University will endeavour to admit international students from abroad belonging to the following categories, namely: Foreign Nationals, Non-Resident Indians, Persons of Indian Origin. The University will follow the guidelines of the Ministry of Higher Education, India, and other statutory bodies to admit international students.

2. SCOPE

This Policy shall provide guidelines for admission of International students into various Programs of the University thereby promote University's programs internationally.

3. SHORT TITLE AND COMMENCEMENT

3.1 These Policies shall be called the **"Policies on Admission of International Students"**

3.2 These Policies shall come into effect from the date of approval by the Board of Management of the University and ratified by appropriate higher bodies.

4. EXTENT AND APPLICABILITY

4.1 These Policies shall apply to all NRI, Persons of Indian Origin and Foreign National candidates who seek admissions to various programs of the University.

5. DEFINITIONS

"Act" means the Andhra Pradesh Private Universities (Establishment and Regulation) Act, 2016 (Act No. 3 of 2016).

"Academic Council" means the Academic Council of the University as constituted under Chapter-IV, Section 23 of the Act and Statute No. 4, Section 22 of the First Statutes of the University.

"Admission Committee" mean the Committee constituted by the Academic Council to ensure the quality admission in all the programmes of studies as per the admission policies, regulations and various guidelines by the University.

"AIU" means Association of Indian Universities

“Authorities of the University” means the Governing Body, the Board of Management, the Academic Council and the Finance Committee of the University.

“Board of Management” means the Board of Management of the University as constituted under Chapter-IV, Section 22 of the Act and Statute No. 4, Section 22 of the First Statutes of the University.

“Chancellor” means the Chancellor of the University appointed under Chapter III, Section 15(1) of the Act and Statute No. 3, Section 8 of the First Statutes of the University. The Chancellor shall be the Head of the University.

“Assistant Vice President (Admissions)” means the Assistant Vice President (Admissions) of the University responsible for admission of students in various programs offered by the University.

“Faculty Members” shall comprise of Professor/s, Associate Professor/s, and Assistant Professor/s as is the case in the University.

“He” includes **“She”**, and **“His/Him”** includes **“Her”**.

“International Student/Foreign Student” shall be the student who holds a passport issued by a foreign country including a student of Indian origin who acquired the nationality of a foreign country.

“NRI” shall be those Non-Resident Indian Students who have studied and passed the qualifying examination from a School or a College in a foreign country.

“PIO” means Persons of Indian Origin

“Program” means the Academic profile offered to students leading to the award of a Bachelor’s or Master’s degree from the University.

“Pro-Vice-Chancellor” means the Pro-Vice-Chancellor of the University appointed under Chapter-III, Section-19(1) of the Act and Statute No. 3, Section-14 of the First Statutes of the University.

“Qualifying Examination” means an examination the passing of which makes a student eligible for admission to a particular programme of study leading to the award of a degree, diploma or certificate from the University.

“Registration” means the formal registration of a candidate for a Course / Programme of the University Department / Institution for the first time.

“Sponsoring Body” means the Sree Vidyanikethan Educational Trust (SVET);

“Student” means an individual registered at the University, whether full time or part-time, and including special students, at the undergraduate, graduate, or postdoctoral level and including medical residents and fellows.

“University” means the Mohan Babu University, Tirupati, Andhra Pradesh (hereinafter referred to as the University).

“Vice-Chancellor” means the Vice-Chancellor of the University appointed under Chapter-III, Section 16(1) of the Act and Statute No. 3, Section-9 of the First Statutes of the University.

The definitions as mentioned in the Statutes and Ordinance shall continue to be followed in this Policy. Words and expressions used herein and not defined but defined in the Act shall have the same meaning as assigned to them in the Act.

6. ELIGIBILITY AND ACADEMIC QUALIFICATIONS:

- 6.1. All the foreign students/NRI/PIO should have passed the examination in the concerned subject and should fulfil the minimum eligibility criteria for admission as per the requirement of the Program offered by the University.
- 6.2. The University/Board from where the student has passed the qualifying examination should be included in the list of AIU. In case the University/Board is not included in the said list, the candidate will be required to obtain and submit an equivalence certificate to this effect from AIU subject to final verification by the Enrolment Department.

7. ADMISSION PROCEDURE

- 7.1 Application from foreign nationals for admission to various Undergraduate (UG) / Postgraduate (PG) Programs will be received directly by the University as per the academic calendar for the session commencing in July and August of the academic year.
- 7.2 The desirous foreign nationals will submit their complete curricula vitae and credentials with regard to their academic qualifications
- 7.3 Following documents will be submitted along with the admission application:
 - i. Admission Application Form
 - ii. Passport and valid Visa
 - iii. Curriculum vitae of comprehensive resume
 - iv. Certified copies of all academic transcripts
 - v. Language proficiency test certificate for non-native English speakers (TOEFL, IELTS Score Card)
 - vi. Equivalence Certificate from AIU
 - vii. Certificate of Nationality
 - viii. Statement of purpose for joining the University
 - ix. Proof of financial stability or letter of sponsorship
 - x. Recommendation letters
 - xi. GRE/GMAT/SAT score card
 - xii. Physical Fitness Certificate
 - xiii. Contact Details Parents
 - xiv. Details of Local Guardian
 - xv. Emergency Contact Details
 - xvi. List of any allergies for students residing in hostel

8. MODES OF ADMISSION

8.1 Self-financing foreign national students:

The foreign nationals can apply directly to the University subject to clearance of MHRD. Such candidates will be on self-financing mode.

8.2 Students under Cultural Exchange Fellowship Program:

Applications under this mode for various programs from foreign nationals, NRSs, POIs will be routed through the Indian High Commission/Embassies or the Indian Council for Cultural Relations, as the case may be.

8.3 Student under MoUs:

Admission under this mode for various programs from foreign nationals, will be under the MoU in accordance with the terms and conditions spelt out in the MoU agreed between MBU and the Country/University concerned.

In all the above-mentioned modes, the University will examine each application in accordance with their prescribed eligibility criteria. If the applicant is found eligible, the applicant will be admitted to the desired program as per the rules and guidelines of the University.

The fees prescribed for foreign nationals, PIOs, NRIs will be as determined by the Fee relaxation committee and as approved by the BoM. The fee relaxation committee may fix different fees for students applying through the above-mentioned modes.

9. Visa and no objection certificate:

- i. Only persons with the purpose of studying in India and entering the country on Student Visa, will be eligible to apply for admission to a particular program.
- ii. All candidates will be required to submit a copy of their passport and visa and the time of Registration with the University.
- iii. The student will also obtain a No Objection Certificate from the Ministry of External Affairs, Government of India.

10. Medium of Instruction

- i. The medium of instruction at Mohan Babu University is English only. Those candidates who are studying the subject in English language medium will be considered for admission to various programs.
- ii. Admission will also be given to students who have cleared the English proficiency test and have submitted the (TOEFL, IELTS Score Card).
- iii. The Admission Committee will decide that if the students need to be given some extra coaching on English language, a bridge course will be designed for the said purpose.

11. AMENDMENTS

If any statement in this Policy is outdated or there is a need to introduce new statements brought about by developments in the higher education environment, government policies, or as a result of market forces, etc. such statements may be changed or modified at the recommendation of appropriate authorities.
