



**O.P. Jindal Global University**

*A Private University Promoting Public Service*

**NAAC Accreditation - 'A' Grade**

## 2018 Student Exchange Fact Sheet

### O.P Jindal Global University (JGU)

A primer document for the partner universities to  
nominate their student(s) to JGU

#### What is the name and address of the institution?

<b>Name of the Institution</b>	O.P. Jindal Global University
<b>Mailing Address</b>	The Office of International Affairs and Global Initiatives (IAGI Office), O.P Jindal Global University Sonipat Narela Road, Near Jagdishpur Village Sonipat (Haryana) India. 131001
<b>Phone</b>	0130 4091796
<b>JGU Website</b>	<a href="http://www.jgu.edu.in">www.jgu.edu.in</a>
<b>Office of IAGI</b>	<a href="http://www.jgu.edu.in/internationaloffice">www.jgu.edu.in/internationaloffice</a>

## Whom should we contact for exchange related queries at JGU?

Contact Name	Akhil Bhardwaj, Deputy Director The Office of International Affairs and Global Initiatives (IAGI), JGU
Phone	+91 (0) 130 4091796
Email Id	<a href="mailto:internationalaffairs-globalinitiatives@jgu.edu.in">internationalaffairs-globalinitiatives@jgu.edu.in</a> <a href="mailto:akhil@jgu.edu.in">akhil@jgu.edu.in</a>

## What is the nomination procedure?

Nomination procedure.	The student must be nominated by their home university & communicated via email to IAGI office. Once we get the nominations, IAGI office shall respond with an online form shall for further procedure.
Nomination deadline.	Fall Semester 2018: 30 <sup>th</sup> April, 2018 Spring Semester 2019: 30 <sup>th</sup> November, 2018
Anticipated number of students.	There is no pre-determined cap on the number of students. This shall be communicated in that specific semester by the IAGI office in consultation with the respective JGU school
Eligibility requirements.	English Language Proficiency as certified by the home institution.

## After nominations, what is the application procedure?

**Application procedure.**  
Once the student (s) has been nominated by the home university.

IAGI office at JGU receives email from partner institution with the details of nominated student(s).



Students must then complete JGU application form sent by IAGI office after receiving nomination from home university.



Once the application is submitted, it will be assessed within two to three weeks.



Student will be notified of their application outcome via email.



The student must return signed response to offer and make payment for student's amenities.



JGU will then proceed to issue a Confirmation of Enrolment(CoE). Student will require a CoE document to apply for the student visa.

**Application deadline.**

Fall Semester 2018: 30<sup>th</sup> April, 2018

Spring Semester 2019: 30<sup>th</sup> November, 2018

**Required supporting documents.**

- Academic transcript
- Statement of Purpose,

- Formal nomination and copy of photo page of passport. (in PDF or word format.)

## Which academic courses will be available for the incoming student(s) during the exchange?

<b>Courses available.</b>	Incoming students are permitted to take any course being offered in that semester by any school of the university. Subject to the regulations of each school.
<b>Courses available in English.</b>	All JGU courses are delivered in English language.
<b>Credit system.</b>	The credit transfer shall be communicated by executive offices of each school as per the enrolment under the programme.

## What is the information on orientation and other facilities?

<b>International Students Orientation.</b>	Induction schedule with details will be shared in the <i>arrival pack</i> upon the arrival of the student
<b>Academic session start and end dates.</b>	Fall 2018: 1 <sup>st</sup> August to Mid of December Spring 2019: 1 <sup>st</sup> February to Mid of June
<b>Academic calendar.</b>	<a href="http://www.jgu.edu.in/public/jgufile/jgupdf/JGU-Academic-Calendar.pdf">http://www.jgu.edu.in/public/jgufile/jgupdf/JGU-Academic-Calendar.pdf</a>
<b>Accommodation.</b>	University will provide on campus housing in the hostel to all exchange students. JGU has separate hostels for male and female students.

Fee for amenities on campus such as laundry, mess and accommodation.

Fee for all the amenities shall be INR 1,12,500/- that shall be payable via NEFT/RTGS mode of payment.

## What are the visa guidelines for arrival of the incoming students?

General Information on travel to India as per the Indian government.

Please check the following websites for information. A list of Indian embassy is available at [http://goidirectory.gov.in/country\\_wise\\_view.php?ct=I001](http://goidirectory.gov.in/country_wise_view.php?ct=I001)

The visa application for travelling to other countries from India requirement vary depending on the embassy where you apply for the Visa. Check the website of the relevant embassies for a specific requirement. Most Application will require you to submit your passport, recent photograph(s). You're Indian Visa, evidence of funds, letter from your university confirming your student's status, evidence of travel insurance, travel plan, application fee. Please note that many countries will require you to have three to six month remaining on your Student visa. there are no India visa insurance requirements, although purchasing insurance is strongly recommended by JGU

Indian Embassy web portal.

<http://meaprotocol.nic.in/>

General visa requirements.

Your passport must be valid for at least 6 more months and contain at least two blank pages, including a visa page.

Requirements in addition to general requirements for student(s) visa.

[http://www.mha.nic.in/hindi/sites/upload\\_files/mhahindi/files/pdf/student\\_visa\\_faq.pdf](http://www.mha.nic.in/hindi/sites/upload_files/mhahindi/files/pdf/student_visa_faq.pdf)

**Additionally, you need to submit:**

The most probable documents that might be required are listed below: however please check the requirements as per the home embassy website.

Online Application form fully filled as mentioned by Indian embassy/ commission abroad

Four recent photographs, meeting strict specifications.

Current Original passport with a minimum validity of six months from the date of Application and must have at least two blank page

Original letter from the JGU that you have been admitted

Proof of Financial standing of applicant i.e keep for three - six month, Submit Copy of latest bank statement, adequate to cover your tuition and stay in India

Proof of Address: A clear photocopy of the applicant's driver's license or state-issued ID is the best proof of address. The address on the ID must match the present address on the visa application exactly.

**Foreigner Regional  
Registration Office (FRRO)  
Requirements**

FRRO is a mandatory registration process, to be completed within 14 days of the arrival for every foreign student/ faculty on campus. The process of FRRO shall be communicated by the IAGI Office.