

ADMISSION GUIDELINE

INTRODUCTION

Candidates from all over the world are welcome to Visva-Bharati where the whole world makes its home in a Single Nest.

Every year foreign nationals are admitted to various programme of study offered by Visva-Bharati.

For details of Programme/Course and their eligibility criteria please check e-prospectus uploaded on the website of Visva-Bharati.

For the Academic Session 2019-20 Visva-Bharati will follow this Academic Calender.

- Monsoon Semester : July to December, 2019
- Winter Semester : January to May, 2020
- Summer Vacation : 16th May to 18th June, 2020
- Puja Vacation : 26th September to 5th October, 2019
- Winter Recess : 26th December, 2019 to 1st January, 2020

AT THE TIME OF SUBMITTING THE APPLICATION

The admission of foreign national student is subject to fulfilling minimum eligibility requirement as prescribed for Indian general candidate and subject to equivalence of qualification at par with Indian standard. In case, at a later stage, if it is found that the eligibility requirements are not fulfilled, the offer of admission will be treated as cancelled at once.

- a) The candidate must have adequate knowledge of English / Hindi / Bengali as per the requirements of the Course.
- b) The applicant should have completed at least 17 years of age; there is no maximum age limit for foreign national in the UG & PG level.

FILLING UP OF ADMISSION FORM

Interested foreign national may apply online through the university website: www.visva-bharati.ac.in

For admission related matters you may contact:

Joint Registrar

(Academic & Research)

Visva-Bharati, P. O.-Santiniketan

District- Birbhum, West Bengal, Pin-731 235

Telephone +91 3463 261853

E-mail: dracad@visva-bharati.ac.in

Please go through the departmental criterias and uploaded general instructions before filling up the form.

DOCUMENTS TO BE ATTACHED WITH THE APPLICATION FORM

- Photo Copies of Date of Birth Certificate.
- Health Certificate (A Medical Fitness Certificate indicating that the candidate is medically fit and there is no communicable/infectious disease which renders him/her unfit to study in India from the authorized doctor or hospital).
- A character certificate from the Head of the Institution last attended.
- Affix your recent passport size colour photograph in the box provided
- All relevant certificates /degrees / mark sheets of previous examination passed in support of the eligibility conditions as prescribed by the University for admission (self attested)
- Mark-sheets/Degrees in a language other than English should be got translated into English language and a copy of the same duly attested should be attached.
- In case candidate is in service, a permission letter/leave sanction order from employer for the duration of programme of study applied for.
- A photo copy of passport (self attested).
- For Kala-Bhavana (Institute Fine Arts) Courses:- at least 10 Colour photographs of your Art/Work must be attached in soft version.
- For Sangit-Bhavana (Institute of Music, Dance & Drama) courses:- Audio-Visual/ Audio CDs/Cassettes must be sent separately to the Principal's office.

SUBMISSION OF FORM

The duly filled in International Admission Form is to be sent to the Joint Registrar (Academic and Research), Visva-Bharati, Santiniketan, PIN-731235 with a bank draft drawn in favour of Visva-Bharati Santiniketan payable at State Bank of India, Santiniketan Branch, IFSC SBIN0002121. Payment can also be made online at the time of filling up the application form through directed merchant website.

The fee structure is as follows

| SAARC Countries | NON-SAARC Countries |
|---------------------------|-----------------------------|
| Rs.5000 or equivalent USD | Rs.10,000 or equivalent USD |

BEFORE SUBMITTING THE FORM PLEASE CHECK THE FOLLOWING

- a) The deadlines for submitting the form.
- b) All the required documents are uploaded.

SELECTION PROCESS

The Online Applications received will be forwarded to the admission committee constituted by the concerned department / faculty for screening of applications for foreign nationals. The committee will short list the applications according to the eligibility requirement, merit and number of seats.

All foreign students applying to any course in Visva-Bharati will have to appear for an admission test conducted by the Department concerned. The candidate passing the admission test will be considered for admission to the University subject to compliance of all other admission eligibility criteria.

All foreign nationals with foreign qualifications are required to submit the Equivalence certificate from Association of Indian Universities (AIU) with the application form. Detailed Guidelines of AIU, New Delhi, for International Admission are available on: <http://www.aiuweb.org/Evaluation/evaluation.asp>

AIU address is given below:

AIU House
16, Comrade Indrajit Gupta Marg,
New Delhi-110002, India
Phone: (91)-11-23230059, (91)-11-23232429
Fax: (91)-11-23232131
Email: aiu@del2.vsnl.net.in
Website: <http://www.aiuweb.org>

Candidates may visit www.visva-bharati.ac.in for the detailed information regarding the eligibility requirements.

SCHOOLING FROM INDIAN BOARD & INDIAN UNIVERSITIES

Those foreign nationals who have appeared for Grade 12th examination from an Indian Board or passed their last qualifying examination from an Indian University will come under the category of 15% quota for admission to various programmes.

PROVISIONAL ADMISSION LETTER

Only those applicants who have fulfilled the eligibility requirements and qualified in the admission test prescribed by the department concerned of respective Institute will be issued a provisional admission letter by the office of the Joint Registrar (Academic & Research), Visva-Bharati.

The provisional admission letter is sent to the applicant's Embassy in New Delhi, Indian High Commission in applicant's Home country and a scanned copy of the letter to the applicant's email address.

Therefore, applicants are advised to write their email address and other details clearly on the application forms. All foreign students should report to the office of Joint Registrar (Academic & Research), Visva-Bharati by the date mentioned in provisional admission letter.

AFTER ARRIVAL

All foreign Students who secure admission to any course in Visva-Bharati should obtain a valid visa and bring all original documents to complete the registration process, without which no admission shall be granted. The Visa must be endorsed in the name of Visva-Bharati. No other endorsement will be acceptable.

- a) Student Visa: Student Visa is required to join Undergraduate Programme, Post- Graduate Programme, Certificate or Diploma Course Programme etc.
- b) Research Visa: Research Visa is required to join Ph.D. programme in Visva-Bharati

ADMISSION FORMALITIES

Candidates are required to report at the office of the Deputy Registrar (Academic & Research), Visva-Bharati, within the prescribed date.

He /She undergoes the following formalities:

- a) Verification of Valid Visa, Visa endorsement, Passport, Original Educational Documents.
- b) Payment of Admission Fee at the University Accounts Section, Central Administrative Building (ground-floor), Visva-Bharati.
- c) Reports back to Academic & Research section with the fee receipt.
- d) Students with admission letter will move to allotted Bhavana / Department.

After finishing all the admission procedure the student has to visit the Foreign Students' Assistance Cell, at Indira Gandhi Centre, Visva-Bharati within 2 days (as per rules).

- a) Student has to fill up the S-Form at the Foreign Students' Assistance Cell, Visva-Bharati.

- b) After filling up the S-Form the student has to register himself / herself (Online) for getting an appointment date for reporting to the Foreigners' Registration Office at Suri. This procedure has to be completed within two weeks of arrival in India.

COURSE FEES

See page No: 21

TRANSFER & CHANGE OF COURSE

No request for any Change of Course and /or Bhavana will be entertained after admission to the course of study.

GOVERNMENT OF INDIA SCHOLARSHIP

Indian Council for Cultural Relations (ICCR) offers Scholarships to International /Foreign students to study in India. The students interested to apply for this scholarship may contact: Indian Council for Cultural Relations (ICCR) for detailed information on address given below:

Indian Council for Cultural Relations (ICCR)
Azad Bhawan, Indraprastha Estate,
New Delhi-110002, India
Contact no.- (91) 011-23379309, (91) 011-23379310, (91) 011-23376315
Website : www.iccrindia.net
Email: iccr@vsnl.com

DISCIPLINE

The international students will abide by the rules of the Visva-Bharati and the code of conduct as applicable to Indian students doing same courses.

MEDICAL INSURANCE

All the Foreign Students medical Insurance will be done at the University after their admission.

HOSTELS

There are separate hostels for boys and girls. However, hostel accommodations are provided according to the availability of hostel seats.

HEALTH CARE

Free medical treatment is provided to all students (both residential and day

scholar) of the University at University Hospitals: Pearson Memorial Hospital, Santiniketan with extended dispensary and C.F. Andrews Hospital, Sriniketan.

COMPUTER FACILITY

A full-fledged, well-equipped Computer Centre located at Santiniketan with Internet and Software facilities is available for students, researchers, teachers and administrative employees of the University, subject to the rules and regulations of the Centre. The Computer Centre is open from 8 am to 8 pm.

COMMUNICATION

Nearest Rail stations are Bolpur (Santiniketan) and Prantik respectively of the Eastern Railway. Nearest air-terminal is Netaji Subhas Chandra Bose International Airport, Kolkata.

POST OFFICE

There are two Post Offices operating at Santiniketan and Sriniketan respectively, offering all postal services including saving bank facilities.

BANK

The State Bank of India has two branches one located at Santiniketan and another at Sriniketan with all banking services including ATM.

NOTE:

1. **Applicants seeking admission to Visva-Bharati are strongly advised not to use the services of third party/ agents/ admission service firms.**
2. **Visva-Bharati has not authorized any agency/ individual/ agent to act on its behalf and/or to charge any fee from prospective students.**
3. **Applications/Inquiries received through middleman/third party/agent will not be entertained under any circumstances and will be summarily rejected.**