Why Glocal University?

At the Glocal University, we strongly believe in harnessing the power of knowledge by combining learning with extensive application-based study and professional ethics, thus maximizing one’s overall potential and nurturing a winning mentality in each of our students. We believe in a radical approach towards education with in-depth study and international teaching techniques that encourage a practical application of knowledge along with a code of ethics, hence developing one’s inner self and providing the perfect edge.

- Six major schools and over 35+ UG/postgraduate/professional courses to offer
- Highly esteemed and qualified faculty with years of rich industry experience
- Sprawling 300-acre campus and world-class infrastructure
- State-of-the-art facilities, fully furnished hostels and recreation centers.
- Recognized by UGC under Section 22 of UGC Act 1956 and established by the Uttar Pradesh Private Universities Act, 2011 (UP Act no. 2 of 2012) (as passed by the Uttar Pradesh legislature)

I. GENERAL

1. Short Title, Application and Commencement:

1.1 The following rules shall be known as the Glocal University International Students Regulations, 2015.

1.2 They shall apply to all international students admitted to Glocal University.

1.3 They shall come into force on 1st July, 2015.

1.4 These Rules can be amended, augmented, clarified, interpreted, added to, deleted from, and changed by the University Administration. Any such change shall be intimated to the residents electronically and also by display on the official notice board.

2. Interpretations:

(a) “Act” means the Glocal University Uttar Pradesh Act, 2011 (U.P. Act 2 of 2012);

(b) “Authority” and “Appropriate Authority” means and includes, unless the context otherwise requires, the Chief Warden, the Hostel Superintendent, and the Deputy Superintendent;

(c) “Campus” including any and all buildings and lands in the possession of the Glocal University and in which activity relating to any aspect of the University’s functioning is being undertaken;
(d) “Curriculum-related, co-curricular or extra-curricular activity” includes, but is not limited to, academic conferences, moot court competitions, law reform competitions, debates, sports competitions and so on;

(e) Foreign students: A foreign student is one who holds passport issued by any foreign country. It includes people from Indian origin acquired the nationality of any foreign country.

(f) “Grounding” means suspension of the privilege of being absent from the Hostel as specified in this Rule, but does not include going out of the hostel for emergencies or necessities as permitted by the appropriate authority on a written application by the student under grounding, and with the consent of the Chief Warden.

(g) “Hostel” and “Hostel Premises” mean and includes any hostel or hall of residence maintained by the University, and shall, unless the context requires otherwise, extend to any arrangements made through tie-ups with private bodies for the residence of students;

(h) “Local Guardian” means a local guardian within the meaning of Rule 9. Unless the context otherwise requires, if a parent/guardian of a student is a resident of Saharanpur, s/he shall be entitled to the rights and privileges accorded to local guardians under these Rules;

(i) Non-resident Indian (NRI): NRI student is one who passes the qualifying examination from schools/colleges situated in foreign countries, affiliated or not affiliated to the Boards/Universities situated in India. It will not include students:
   - Who studied in schools/colleges situated in India but affiliated to the Board/Universities of foreign countries?
   - Passed the qualifying examination from Board/Universities located in foreign countries as external student.
   - Dependents of NRIs studying in India.

(j) Overseas Citizen of India (OCI): OCI is one who is registered under section 7A of Citizenship Act as Overseas Citizen of India.

(k) “University” means the Glocal University, Saharanpur Uttar Pradesh;

(l) “Pirated” refers to any work that enjoys protection under the Copyrights Act, 1957 or any other law relating to copyright and neighboring rights, and has been reproduced or distributed (whether electronically or otherwise) without proper authorization;

(m) PIO and PIO Card holder: PIO is one whose any of the ancestors was an Indian national and who holds nationality/citizenship of any other country or a person who holds a foreign passport. A person who is registered under MHA’s scheme as PIO cardholders vide notification No. 26011/4/98-F.I dated 19.08.2002 also falls in this category.

(n) “Pornographic or sexually explicit material” extends to any material that is pornographic or sexually explicit in nature, including but not restricted to text, photographs, films and so on, in
any form, whether electronic (i.e. stored in computer hard disks, flash drives, CD or DVD disks etc.) or otherwise;

(o) “Resident” means any student who has been lawfully admitted to any Glocal University hostel;

(p) “Rule” means any Rule or any sub-division thereof contained in the Glocal University Saharanpur (Hostel Discipline and Conduct) Rules, 2015;

(q) “Rules” means the Glocal University Saharanpur (Hostel Discipline and Conduct) Rules, 2014;

(r) “Student” means and includes a student enrolled in any full-time or part-time course offered by the University;

(s) “University Disciplinary Council” and “UDC” mean the University Disciplinary Council constituted under Rule 14.2;

(t) Unless the context otherwise requires, the other words and phrases used therein shall be construed in the light of their ordinary meaning.

II. INTERNATIONAL STUDENTS CELL

3.1 Glocal University is proud of its culture and traditions and is a home for more than 1000 students from varied places, making it a truly International University. The Glocal University has a separate cell for International students for their academic and personal support.

3.2 Function of International Cell: The cell assists and guides the students on matters related to:

- Admission formalities
- Hostel allocation
- Issue of offer letters for provisional admissions
- Bonafide certificates,
- Guidance to register with Foreign Regional Registration Office (FRRO)
- Medical fitness examination
- Maintaining lawful status
- Extension of stay
- Addressing any other academic or administrative problems of foreign students
- Running English language proficiency program
- Redressal of grievances of International students
- Formalities while withdrawal of admission
3.3 Constitution of International Cell: The International Students Cell shall comprise of the followings:
   a) Director
   b) Admission Coordinator
   c) Dean, Students Welfare (DSW)
   d) Chief Warden
   e) Warden (International Hostel)

3.3.1 The Director – Director shall be the head of International Cell and shall chair the meetings on all matters concerning international students.

3.4 Equivalence Committee – The Equivalence committee of the Glocal University verifies certificates/degrees of the International students that shall be comprised of Director, International Affairs, concerned Deans of the schools and Admission Coordinator. Some special members may also be invited if need arises.

<table>
<thead>
<tr>
<th>S. No</th>
<th>Authorities</th>
<th>Name</th>
<th>Contact Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Director</td>
<td>Mr. Pramesh Srivastava</td>
<td>+91 9760517771</td>
</tr>
<tr>
<td>2</td>
<td>Registrar</td>
<td>Mr. A.K. Sinha</td>
<td>+91 8392939383</td>
</tr>
<tr>
<td>3</td>
<td>Assistant Registrar</td>
<td>Mr. Parmanand</td>
<td>+91 8392939316</td>
</tr>
</tbody>
</table>

3.5 Grievance Redressal Committee – The student can register their problems/grievances with the Grievance Redressal Committee which shall comprise of the followings:

<table>
<thead>
<tr>
<th>S. No</th>
<th>Name</th>
<th>Contact Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Dr. Rizwan Ahmad</td>
<td>+91 9760262643</td>
</tr>
<tr>
<td>2</td>
<td>Dr. Santosh Singh</td>
<td>+91 8392939364</td>
</tr>
<tr>
<td>3</td>
<td>Mr. Ayaz Ahmad</td>
<td>+91 9627059303</td>
</tr>
<tr>
<td>4</td>
<td>Ms. Priyadarshini Jain</td>
<td>+91 8392939317</td>
</tr>
<tr>
<td>5</td>
<td>Mr. Sourabh Rana</td>
<td>+91 8392939380</td>
</tr>
<tr>
<td>6</td>
<td>Mr. Abdul Rahman</td>
<td>+91 9953562370</td>
</tr>
</tbody>
</table>

3.6 International Student Counselor: The University shall appoint an International Student Counselor who shall help you in various ways that feel culturally appropriate. He will help international students in adjusting to a new culture, language, and different academic environment.

IV. FACILITIES PROVIDED BY GLOCAL UNIVERSITY

4.1 Pre Arrival Facilities

4.1.1 University shall issue a Bonafide/Provisional Admission letter to the International student [which will provide important information about the student such as Name, Gender, Date of Birth, Passport and Visa Number, Name of the programme] which is required to be submitted at the Indian Embassy or High Commission of India to get the visa.

4.1.2 Instructions on or before embarking on the journey and landing in the country.
4.1.3 Communication regarding the contacts in the University.

4.2 Post-Arrival Facilities

4.2.1 Pick-up facility from the airport (Jolly Grant, Dehradun).

4.2.2 Registration of the student.

4.2.3 Admission and Hostel allocation and introduction to the concerned hostel wardens (if opted for).

4.2.4 Campus Tour.

4.2.5 Facilitation of the Guide or handbook about the Rules and Regulations of the University and contacts during the emergencies.

4.2.6 Induction to make students familiar about the University as well as Indian Culture.

4.2.7 Introduction of the International Students to the concerned higher authorities.

4.2.8 Facilitation of English Language Programme (If applied).

4.2.9 Guiding and helping the International students in FRRO registration within 14 days of arrival in India (not applicable in the case of Bhutanese and Nepalese students).

4.2.10 Helps for Visa extension.

4.2.11 Help to adjust to the University life.

4.2.12 Help in solving any problems encountered and overall guidance to make international students and faculty comfortably.

4.2.13 Help in dropping student to the Airport when s/he leaves the university and going back the his/her country.

4.2.14 Grievance redressal, if any.

IV. FOUNDATION COURSE IN ENGLISH LANGUAGE

5. It has been observed that students who come from non English speaking countries/ geographical regions are not well versed with spoken/ written English up to the desired levels which is required to go along and pass their professional courses examinations. Due to this very fact, these students are not able to perform appreciably in their respective programs of study, despite of being talented, hardworking and committed to their studies. To take care of this aspect, the Department of English of Glocal University conducts an 'English Language Foundation Course' one year duration. In order to admit the students in 'English language foundation course, the department conducts an ‘English Language Pre Test'. All the newly admitted International students are required to appear in this test. Depending on the score of the English Language Pre Test, the students will have to undergo the English Language Foundation Course.

V. ADMISSION

6. All admission to various courses in the Glocal University shall be made in accordance with the instructions, directives issued by the Government of India issued from time to time. 'International Students', who desire to come to India, to pursue higher studies, shall apply directly to the Glocal University International Students Cell.

6.1 Eligibility Qualifications: Candidate must fulfill the following eligibility before taking admission:
i. A candidate shall have completed 18 years of age on or before October in the year in which he/she seeks admission. Likewise for postgraduate and research programmes the applicant must be 20 years of age before the first day of October in the year in which admission is being sought. However, the Admission Committee may give some relaxation to meritorious students.

ii. She/he holds a valid passport from respective countries.

iii. The Degrees/Certificates of the International Students should have been recognized and approved by the Association of Indian Universities (AIU)/Commonwealth Universities/International Association of Universities (IAU) as equivalent to the corresponding Indian Degrees/Certificates.

iv. The candidate shall get ‘Equivalence certificate’ (please refer to annexure I) from the Association of Indian University (AIU), New Delhi.

6.2 Admission Procedure for International Students:

**Step 1: Acquisition of Application Form**

Candidates can apply to any of the programs offered by Glocal University in any one of the three modes:

(a) Apply online by visiting the link meant for international students and pay an application fee of Rs. ______ through Demand Draft/______.

(OR)

(b) Download and take out the print out of the International admission application form. Carefully fill and send the completed application form by post/courier along with the requisite application fee of Rs. ______ through a Bank Draft favoring ‘The Glocal University’ payable at Saharanpur.

(OR)

(c) Application can be obtained directly from the Admission Cell, Glocal University, Saharanpur or the Information Office at Dehradun. The application fee of INR/Dollar ______ to be paid in the form of Bank Draft/_____ favoring “The Glocal University” payable at Saharanpur.

**Step 2: Filling of Application Form**

Fill up the application form carefully without missing any detail. If the marks are not known or not available at the time of filling the application, please indicate "Result awaited" in the marks/grade column. In such case results of the previous year, if available, may be indicated and copy should be enclosed. The candidate is expected to send the marks to the University as soon as it is available to ascertain the eligibility. It is to be noted that the application will be considered only if the marks are made available to the University within the stipulated date. If the marks sheet of the qualifying examination is not submitted within the stipulated date, University cannot be held responsible for the lost opportunities or career.

**Note:** There is no entrance test for foreign students. Their suitability to the course would be based on the qualifying exam marks and an aptitude assessment/English proficiency test.
Step 3: Documents to be Attached
1. Certified (English translated) copy of the marks/grade sheet of the qualifying examination (if available)
2. Certified copy of the grade equivalence to marks by the respective boards.
3. Proof of NRI status of the student/parents/spo (if applicable)
4. Copy of the passport (Personal detail pages)
5. Latest passport size colour photograph in addition to one affixed on the application
6. Migration Certificate (if available at the time of application)

Step 4: Submission of Application Form

Submit the filled-in application along with necessary documents, on or before ……… of the year of admission to:
Director – International Student’s Affairs, of Glocal University
Glocal University, No. 94, First Floor (opposite HDFC Bank), Rajpur Road, Next to Jaswant Modern School, Dehradun – 248001, Uttarakhand, India.
Contact Person: Mrs. Deepika Dhyani, Mrs. Bhawana Singh
Tel: Enquiries: Phone: 0135-6518578, Mob: +91 8192004293, +91 9258058043

E-Mail:

Step 5: Form acknowledgement

After receiving the complete application form, the University would allot an admission reference number to the student through proper channel. Students are supposed to quote the application reference number in all your further correspondences related to admissions.

Step 6: Provisional Admission

The provisional admission letter will be issued to the student only after the satisfaction of all the eligibility requirements. However, students are supposed to submit their results of qualifying examination before the stipulated dates. The provisional admission letter will be emailed with details of tuition fee and other fees payable. Candidates shall use the provisional admission letter for obtaining the VISA and other related matter viz. ticketing, insurance etc.

Step 7: Payment of Fee

The tuition, hostel/accommodation and other fees are to be paid in equivalent US Dollars by electronic transfer within 10 days from the date of receipt of the provisional admission mail. The University is not responsible for non-delivery of the e-mail for any reasons what-so-ever.

Step 8: Confirmation of Fee Payment

After the payment of fees the applicant is required to scan and send the copy of fee receipt and mail it to.

Step 9: Admission Confirmation

The letter of confirmation of admission will be sent by email, after verification of all documents from originals, remittance of full tuition fee for the first year, within the stipulated date. The
candidates are advised to look at the website for the actual date of commencement of first year classes.

**Step 10: Registration**

Students are advised to reach Glocal University and contact International Students’ Cell, at least one week prior to the commencement of classes to complete the admission formalities.

The following documents in original are to be submitted at the time of registration:

- Visa, No Objection Certificate (if applicable). [Refer to Annexure II]
- Degree or Pass certificate of the qualifying examination
- Grade/mark sheet of the qualifying examination
- Translated versions of all documents, (in English)
- Passport with a valid student visa
- Equivalence/eligibility certificate from Association of Indian Universities (if applicable)
- Migration Certificate/ Transfer/ School Leaving Certificate from the Institute last attended.
- Duly filled and signed declaration forms - Parent (Form A1), Student (Form A2)
- Recent Passport-size photographs - 5 Nos.
- Medical Fitness certificate from a registered physician

Note: At the time of admission you may be required to pay, wherever applicable, additional fees towards, first year books, dress, clinical or laboratory materials, transport etc. These additional fees should be remitted only by bank draft in Indian Rupees. Only after the admission formalities are completed, will the student be permitted to move into the allotted hostels.

**Step 11: Medical Checkup**

Within 10 days of joining The Glocal University, students will have to undergo a medical examination as per government rules which stipulate that all international students entering India on student visa have to be tested for HIV/ or any other epidemic. Students will not be given admission if found positive.

**Step 12: Security Registration**

It is part of the normal mandatory process that within the stipulated time frame of arrival in India, the student has to register his/her name with the police in the Foreigner Regional Registration Office (FRRO) within 14 days of arrival. A student with a PIO card also must register at the FRRO. Only Overseas Citizenship of India (OCI) card holders need not register. The Glocal University would only provide necessary assistance in this regard. The applicable immigration processing fees and other related expenses have to be additionally borne by the student.

**NOTE:** Admission to various programs will be subject to verification of facts as in the original certificates/documents of the candidates. Management reserves the right to cancel admission if a discrepancy is noted, even at a later point of time after admission. Such a decision will be final and binding on the candidate. Admission offered to a candidate who has been provisionally admitted to a program will stand cancelled if he/she does not submit the relevant documents in original pertaining to admission (such as Mark Sheet, Transfer Certificate, Migration Certificate and Conduct Certificate, etc.) to the concerned Admissions Officer before the stipulated date.
VI. FEE

7.1 International Student, both self-finance and sponsored, will be eligible for admission. Scholarship-holder of Government of India/Indian Council for Cultural Relations will be given priority in admission.

7.2 The Glocal University is a self-financing university and does not receive any grant from the Government. Concessions and scholarships are generally available to international students. Scholarships are given to the meritorious students. Merit is the only criteria for availing scholarship.

VII. EXAMINATION

8. EXAMINATION AND AWARD OF DEGREE: The process of examination, grading and award of the degree for international students is the same as that for Indian students. For more information about examination and evaluation refer to ‘The Glocal University Examination Rules, 2014’ mentioned in ‘Glocal Student Policy and Procedure Manual 2014.’

9. TRANSFER AND CHANGE OF COURSE: An international student who has been granted admission to a particular course shall not be allowed to change the course subsequently. Transfer from one institution to another within Glocal University is not allowed. In exceptional cases, Director, International Students’ Affairs may permit this, subject to availability of the course, eligibility rules and permission of the competent authorities in the University.

VIII. DISCIPLINE

Glocal University is proud of its culture and traditions. There are number of students belonging to diverse cultural and socio-economical background coming from different parts of India and abroad. We warmly welcome international students in the university as they bring in new cultural dimensions and at the same time imbibe rich Indian culture and traditions making it absolutely memorable stay. The Glocal University is located in the foothills of Shivalik Mountains in the scenic suburbs of Saharanpur. The campus is happening with modern spacious buildings and landscaped gardens with a strong Indian native theme. It is a perfect institution to learn and an ideal place to spend your formative years. One of the aims of Glocal University is to seek an overall development of western Uttar Pradesh and herein the international students can play a vital role by understanding Indian values and sharing their own cultural heritage. We hope that international students will be provided with a true cultural environment of learning in a very safe and conducive. International students are expected to abide by all the rules of the Glocal University as detailed out in ‘The Student Policy and Procedure Manual 2015’. The code of conduct within the campus and outside the campus as applicable to Indian students studying in the same course is applicable to them as well.

10. Discipline Inside the Campus

At Glocal University, international students are expected to abide by all the rules of the University and the code of conduct, as mentioned in (Student Policy and Procedure Manual, 2014) as applicable to Indian Students doing the same course. Any act within the campus that
may violate or spoil the academic atmosphere in the University will not be encouraged and the student found guilty of such offence will be dismissed and sent back to their country without any cost to the university. The University conduct regulations include such areas as:

- **Dress Code:** The international students are supposed to wear uniform as prescribed by the University. The casual dresses worn by the students in any manner shouldn’t hurt the sentiments and values of Indian culture. Like, wearing or disrespecting Indian flag is strictly condemned.
- **Any acts of threats, violence and sexual harassment, ragging etc. will be dealt with due seriousness as per the ‘Curbing the menace of Ragging rules, 2014 and Sexual Harassment detailed out in Student Policy and Procedure Manual, 2014.**
- **Smoking and consumption alcoholic intoxicants or illicit drugs are strictly prohibited. Students who are in an intoxicated state shall not be permitted to enter the hostel. Any breach of the foregoing shall invite stringent consequences.**
- **Racism, bullying and abuse in any form are punishable.**
- **Plagiarism, cheating, dishonesty will not be tolerated.**
- **If any hostel property is damaged or misplaced, the cost of the same shall be recovered from those responsible for the act and will be subjected to penalty of $1000.**
- **Playing loud music and disturbing the hostlers in any manner is strictly not allowed.**

### 11. Discipline Outside University Campus

Any complaint of misbehavior, violence, anti-social, anti-national, unethical and immoral activities involving International students will be dealt with in accordance with state and central laws that are in force. Glocal University will not take any responsibility for any criminal or non-criminal acts done outside the campus, when the students are in the rolls of the University. If any student is caught in a criminal act, by the police then the university will not be responsible for it or provide any kind of assistance. Those students who go out side the campus shall report back to the hostel by 7:00 PM in summers and 6:00 pm in winters.

## IX. ACCOMODATION AND FOOD

15. Glocal University offers accommodation facility to all the international students. We believe, that your stay at Glocal should not only be academically enriched but also a satisfying experience of living away from your home country. We make sure that the food and accommodation amenities are designed to meet your needs and provide a good stay. In fact, we encourage international students to stay in campus so that they can not only avail all the facilities that the university has to offer, but at the same time experience the diversity of culture through mingling with students of India and other countries.

16. The university offers accommodation facility for national as well as international students. The university offers spacious and separate hostel for boys and girls. Flats are available in the university accommodation. Each flat has three rooms with attached washroom and is furnished with a bed, table, chair and a closet. Rooms are allotted on sharing basis between two students. Students can choose from any of the three options for accommodation during their stay in the university:

1. **Accommodation with self cooking**
2. **Accommodation with outdoor dinning**
### 3. Private accommodation outside the campus

<table>
<thead>
<tr>
<th>Category</th>
<th>Assistance provided</th>
<th>Student Responsibility</th>
<th>University Responsibility</th>
</tr>
</thead>
<tbody>
<tr>
<td>Accommodation with self-cooking</td>
<td>In case the student opt for self-cooking, the university will provide an attached kitchen facility with the hostel room.</td>
<td>The student has to arrange for the kitchenware like utensils, gas stove, groceries and other food items by themselves. To avail the gas connection the students have to contact the Estate and logistic Department of the university. A separate gas pass book will be issued to a new gas connection. One student is issued with only one gas connection. All the expenses in this regard will be borne by the student. To refill the gas cylinder, the students need to contact the logistic department and pay the charges.</td>
<td>University is responsible for providing kitchen and gas connection to the student. University is not responsible for providing any kitchenware and food stuff.</td>
</tr>
<tr>
<td>Accommodation with outdoor dinning</td>
<td>Food court is available inside the campus</td>
<td>Student can buy their choice of food either from the university food court/ university canteen or from eatable joints outside the campus. Those students who go for outdoor</td>
<td>University has no obligation in providing any food item as per the choice of the student.</td>
</tr>
</tbody>
</table>
dinning shall return back to the hostel by 10:00 p.m.

| Private accommodation outside the campus | - | Student wishes to stay off campus, then the university has no issues but it is the sole responsibility of the student to arrange for a suitable accommodation and food for themselves. | University has no obligation in finding any private accommodation outside the campus for students. |

17. Glocal University offers separate hostels for boys and girls. We do not allow students of opposite sex to stay together in the hostel. Hence, the students are required to maintain and uphold due decorum and decency in this regard.

18. Students are not allowed to keep any arms or ammunition inside the hostel premises.

19. Students are not allowed to visit the other fellow student’s room after 10:00 PM.

20. Playing loud music, party celebration, use of TV is not permissible after 9:00 PM.

21. Parents, local guardian or other relatives meeting time is between 9:00 AM to 5:00 PM. At other times, they can meet the students with the permission of appropriate authority.

22. In case of any damage to the university property, all the expenses shall be borne by the student or he/she shall pay the penalty amounting to $1000. If the incident occurs more than thrice then the admission will stand cancelled, without any further warning or considerations.

X. FACILITIES

23. Some of the salient features of the hostel are:
   - Air conditioned rooms
   - Free internet connectivity through Wi-Fi system
   - 24 * 7 Medical Services
   - 24 Hours Security and surveillance
   - Hygienic mess facility with vegetarian and non-vegetarian meals.
   - Weekly trips to Dehradun and Saharanpur
   - Gymnasium
   - Food court inside the hostel premises
   - Filter water facility
   - Indoor sports facility
➢ Television facility in the common room

24. Accommodation Fee

Fee for residential facility for the academic session 2015-16 (in USD):

<table>
<thead>
<tr>
<th>Room category</th>
<th>Air-Conditioned</th>
<th>Non Air-Conditioned</th>
</tr>
</thead>
<tbody>
<tr>
<td>2 Seater - with Self</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>cooking*</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2 Seater - Outdoor</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Dinning*</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

XI. MEDICAL

25. All the International students are required to submit a medical fitness certificate within 14 days of their admission to the University International student cell. As per the government rules all international students entering India on student visa have to be tested for HIV/any epidemic and will not be given admission if found to be positive. All international students will be required to pay medical fee as prescribed by the University. Following are the facilities provided under medical:

- Dispensary with one residential physician and two nurses.
- First Aid and medical store
- 24*7 ambulance facility
- University has its own Multi-specialty Hospital, “The Glocal Hospital” within its campus.
- University has a tie up with Max Hospital, Dehradun, in case of any emergency.

Important Note:
1. In unfortunate cases, due to any mishaps, if the student dies during his stay in the university, then in that case it is not the responsibility of the university to send the body to his/her home country. The parents/guardians of the dead have to make necessary arrangements to take it to their home country.
2. It is advisable to the student to get his/her health insurance covered in his/her own country.

XII. Academic Expenses

Other than course fee and registration fee, students are required to pay the following expenses on their own:

1. Hostel charges
2. Food charges
3. Medical charges
4. Cab charges for going outside or trip
5. Book charges
6. Uniform charges
7. Gas connection charges, if student opt for self cooking
8. Penalty for damage of university property

**XIII. Permission Required**

1. In case student wants to go outside the campus for any reason, they are required to take permission from chief warden. Chief warden will issue a gate pass which student is supposed to show to the gate guard.
2. Every time the student visit outside the campus they are supposed to get the travel undertaking signed by the chief warden.
3. If any visitor wants to stay with the student for overnight, then a permission letter is to be signed by the warden and the chief warden.

**XIV. Withdrawal of Admission**

If the student due to any reason withdraws his/her admission from the university then s/he shall follow the following procedure-

- The student has to obtain a No Objection Certificate (NOC) from the University. S/he is supposed to clear all his dues such as hostel, library dues etc. before the issue of NOC.
- The student has to obtain a ‘no objection’ permission from FRRO to leave India.
- The student should obtain a customs’ clearance after closing his bank account from Income Tax Office.
- The student who is finally departing from India is supposed to surrender his certificate of Registration at any of the following office:
  - Registration officer, where s/he is registered
  - Registration officer, where he plans to depart
  - Immigration officer at the port/check post of exit from India.
- The student (except students from Bhutan and Nepal) is required to fill an Embarkation card at the time of departure from India.

**Important Note** – If the student decides to withdraw his/her admission from The Glocal University, then s/he shall be obliged to go back to the his/her country. S/he will not be allowed to take admission in any other Indian University until the Visa formalities permits him/her to do so. If any student found guilty in this regard, then university has no role or responsibility for the student.

**XV. Penalty**

In case of any damage to the university property, all the expenses shall be borne by the student or he/she shall pay the penalty amounting to $1000.

**XVI. Important Points**

1. Admission to various programs will be subject to verification of facts as in the original certificates/documents of the candidates. Management reserves the right to cancel admission if a discrepancy is noted, even at a later point of time after admission. Such a decision will be final and binding on the candidate. Admission offered to a candidate
who has been provisionally admitted to a program will stand cancelled if he/she does not submit the relevant documents in original pertaining to admission (such as Mark Sheet, Transfer Certificate, Migration Certificate and Conduct Certificate, etc.) to the concerned Admissions Officer before the stipulated date.

2. In unfortunate cases, due to any mishaps, if the student dies during his stay in the university, then in that case it is not the responsibility of the university to send the body to his/her home country. The parents/guardians of the dead have to make necessary arrangements to take it to their home country.

3. It is advisable to the student to get his/her health insurance covered in his/her own country.

4. If the student decides to withdraw his/her admission from The Glocal University, then s/he shall be obliged to go back to the his/her country. S/he will not be allowed to take admission in any other Indian University until the Visa formalities permits him/her to do so. If any student found guilty in this regard, then university has no role or responsibility for the student.

5. Students are supposed to follow a proper channel in the university for any matter. Student should go to the International Student cell or the respective committee for any of their queries or grievances. Queries/Grievances coming from indirect channel will not be entertained in any case.
Annexure I

EQUIVALENCE CERTIFICATE issued by the Association of Indian Universities (AIU) for students who are pursuing a course not covered by CBSE/State Board etc. The following foreign examinations have been recognized by AIU as equivalent to the +2-stage qualification of an Indian Board. Students who have cleared any of these examinations successfully may apply for admission to any of the bachelor's programs at Glocal University.

1. 12 Years Baccalaureate Certificate of Afghanistan, France, Iraq and Tunisia.

2. 12 years General Secondary Education Certificate of the Ministry of Education – Bahrain, Egypt, Iran, Jordan, Kuwait, Oman, Saudi Arabia, United Arab Emirates and other Gulf countries.

3. GCE/IGCSE/GCSE examinations of the approved British Examining Bodies in UK, Singapore, Hong Kong, and Mauritius with passes in 5 subjects at Ordinary Level and 2 subjects at Advanced Level. For admission to professional courses (medical/engineering) Advanced Level passes in Physics, Chemistry, Biology/Mathematics and English are required besides 5 passes in GCE Ordinary Level.

4. High School Diploma from an accredited school in USA.

5. Intermediate/Senior Secondary/Higher Secondary of the approved Boards in Pakistan, Bangladesh and Nepal.


7. 12-years Secondary Stage Examination conducted by various Provinces in Australia and Canada.

8. GCE Ordinary and Advanced Level examination of the Department of Examination, Government of Sri Lanka.

9. 12-years STPM examination of Malaysia.

10. 12-years Secondary Stage qualification of Indonesia, Japan, Korea, Socialist Republic of Vietnam and Yemen Arab Republic.

11. Abitur of Germany.

12. 12-year High School Diploma awarded by the accredited American School/International Schools in other countries following American pattern of education.
    In order to avoid any difficulties at a later stage, every student who has studied in a system other than CBSE / ICSE or any State Board in India is advised to obtain an Equivalence Certificate from Association of Indian Universities, New Delhi. This is to be produced at the time of admission. Visit their website (link is external) for more details.

* NOTE – The expenditure at AIU shall be borne by the candidate.
Annexure II

As per UGC (University Grant Commission) guidelines documents required for admission of International Students:

1. VISA  All the international students will require a student visa endorsed to this Institution for joining full time courses. No other endorsement is acceptable. Students wishing to join a research programme will require a research visa endorsed to this Institution. The visa should be valid for the prescribed duration of the course. A visa is not required for NRI students. Students who are doing full time courses, in some other institutions, do not require a separate visa for joining part time courses provided that their current visa is valid for the entire duration of the course. Persons of Indian Origin (PIO), Overseas Citizen of India (OCI) who possess either OCI (Overseas Indian Citizenship) or PIO card do not require Indian Visa. OCI and PIO card gives them freedom to visit India without visa. OCI and PIO cards are multi-purpose life long visa for visiting India. However, those PIOs who do not have PIO or OCI card have to apply for the student visa.

2. No Objection Certificate: Students are no longer required a No Objection Certificate (NOC), for joining professional courses. (This has been withdrawn by the Government of India vide letter No. F.No.33-17/2002-U.4 dated 20th August 2004.) All international students wishing to undertake any research work or join a Ph.D. or M. Phil. programmes will have to obtain prior security clearance from the Ministry of Home Affairs and the approval of Department of Secondary & Higher Education, Ministry of Human Resource Development Government of India and this must be on the research visa endorsed to this Institution.
Annexure III
DECLARATION BY THE STUDENT

I have studied the information given in ‘The Glocal University International Student Regulations 2015’ and hereby declare that I will abide by all the rules and regulations mentioned in it

Signature and Name of the Student
Program and Enrolment number
Annexure IV

DECLARATION BY THE STUDENT’S PARENTS

I have studied the information given in ‘The Glocal University International Student Regulations 2015’ brochure and hereby declare that my daughter/son named …………………………………………………, program and enrolment ………………………………… shall abide by all the rules and regulations mentioned in it.
I will take the responsibility of my daughter/son, in case of any violation or misconduct found during the tenure of his program.

Signature and Name of the Student’s Parents

Signature and Name of the Student

Program and Enrolment number
Annexure V

DECLARATION FOR MEDICAL FITNESS AND IN CASE OF DEATH

I hereby declare that medical certificates submitted by me and mentioned below are genuine and authentic to the best of my knowledge. I take the responsibility of incase of any discrepancy found later on during the tenure of my program.

Following are the documents

1. ..............................................
2. ..............................................
3. ..............................................
4. ..............................................
5. ..............................................
6. ..............................................
7. ..............................................

I hereby declare that in case of any medical emergency like injury or sickness, I will bear the cost thus incurred in the treatment and the university will not be liable to bear the cost of the treatment.

In case of my death the university shall not be held responsible to send the body back to my home country.

Signature and Name of the Student’s Parents

Signature and Name of the Student

Program and Enrolment number
Annexure VI
Travel Declaration by Foreign Students

I, _______________________________ son / daughter of ___________________________
currently living in ____________________________________________________________
_____________________________________________________________________________

____________________________________________________ solemnly
affirm and undertake the following:

1. I am aware and have fully understood all the rules and regulations pertaining to
   foreigners in India and I promise to carry all the necessary identification documents such
   as copies of the passport, FRRO registration and the bona fide certificate of the
   university provided by the Registrar, Glocal University.

2. During my travel I declare that I am fully aware that it is my individual responsibility to
   take care of my safety and security and the university has no obligation whatsoever in
   this regard. I also promise that I will not indulge in any act of indiscipline, misbehaviour,
   unethical, immoral, anti-social, anti-national or criminal activities during
   my entire period of travel outside the university.

3. I will not violate any of the immigration laws of Government of India or any laws
   pertaining to foreigners.

4. I am aware that, in the eventuality of not adhering to or acting in violation of / detriment
   to any one of the above undertakings, at any point of time during my travel period, I take
   sole responsibility for my acts.

Date:
Signature of the student:
Annexure VII
Declaration by the parent

I, _______________________________ father / mother _______________________________= living in (Complete postal address and phone number)__________________________________________

____________________________________solemnly affirm and undertake the following:

1. My son / daughter, who has got admission in Glocal University, Mirzapur Pole, District Sahranpur, Uttar Pradesh, India, shall undergo his/her programme of study as a responsible and disciplined student.
2. I am sending my son / daughter through the agency (name and complete address of the agency)

____________________________________on my own and I have been adequately briefed by the agency about the Indian education system, GLOCAL university and its academic programmes, applicable fees, rules and regulations, immigration requirements and other information pertaining to the study of my son/daughter. I have fully prepared my son / daughter accordingly.

3. He/she shall not indulge in any act of indiscipline, misbehaviour, unethical, immoral, antisocial, antinational or criminal activities during his entire period of study at your university.
4. He/she shall uphold the dignity and cultural sentiments of your country and/or state.
5. He / she shall strictly adhere to all the rules and regulations of the university that are in force in the university.
6. As a parent, I shall take the responsibility of paying all the applicable fees which include tuition, accommodation, food, examination fees, academic expenses and other miscellaneous fees related to his studies, on the prescribed dates, during his entire period of study.
7. My son / daughter shall not violate any of the immigration laws and other Government of India laws pertaining to a foreigner, during his / her entire period of stay in India.
8. I am aware that, in the eventuality of not adhering to or acting in violation of / detriment to any one of the above undertakings, at any point of time during his/her study period, my son / daughter shall forfeit his / her admission and I shall not recover any sort of damages from the university. I shall also immediately arrange to take my son / daughter back to my country on my own expenses, failing which the university or the state will take steps to deport my son / daughter to my country at my costs.
9. In the unfortunate event of death, accident, serious medical illness, contagious disease which may make the student incapacitated or not fit to continue his / her studies, dismissal for reasons of indiscipline or violation of Indian laws, Glocal University, Mirzapur, District Sahranpur, Indiashall intimate the same, in writing, first to the agency / education consultant and then to the parents, only to the address available in the records of the university. The Agency / Education consultant/ University Employee shall take immediate steps to inform the parents suitably. Glocal University can in no way be held responsible for the delay or non-receipt of communication due to wrong address or insufficient detail. I / We are also fully aware that under such unfortunate circumstances the expenses related to the transportation back to the country from where the student hailed, shall not be met by the university.

Date:                                                                                                                Signature of Father / Mother
Annexure VIII
Declaration by the student

I, ___________________________ son / daughter of ___________________________
living in (Complete postal address and phone number)__________________________________________

____________________________________________________________________________________

_____________________ ____________________ solemnly affirm and undertake the following:

1. I, having got admission in GLOCAL University, Mirzapur, District Saharanpur Uttar Pradesh, India, shall undergo the programme of study as a responsible and disciplined student.

2. I am applying through the agency/university office (name and complete address of the agency)

_____________________ / on my own and I have been adequately briefed by the agency about the Indian education system, GLOCAL university and its academic programmes, applicable fees, rules and regulations, immigration requirements and other information pertaining to my study. I have fully prepared myself accordingly.

3. I am aware and have fully understood all the rules and regulations, codes and practices of the university and shall strictly adhere to the rules and regulations that are in force in the university.

4. I shall not indulge in any act of indiscipline, misbehaviour, unethical, immoral, anti-social, anti-national or criminal activities during my entire period of study at your university.

5. I shall uphold the dignity and cultural sentiments of your country and/or state.

6. I shall pay all the applicable fees which include tuition, accommodation, food, examination fees, academic expenses and other miscellaneous fees related to my studies, on the prescribed dates, during my entire period of study.

7. I shall not violate any of the immigration laws and other Government of India laws pertaining to a foreigner, during my entire period of stay in India.

8. I am aware that, in the eventuality of not adhering to or acting in violation of / detriment to any one of the above undertakings, at any point of time during my study period, I shall forfeit my admission and neither I nor my parents shall not recover any sort of damages from the university. I shall also immediately arrange to go back to my country on my own expenses.

Date:
Signature of the student