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| **2023-24** | ***For Office Use Only*** | Application no. IC/Adm.2023-24/ | Paste recent passport sizephotograph duly signed by the candidate across photo |
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| **International Centre****Application Form for NRI/OCI/PIO/Foreign Nationals for the Session 2023 - 2024** |
| COURSE APPLIED FOR(UG / PG/Ph.D./ Diploma / Certificate |  |
| Processing Fee\* Details | Name of Bank |  | Bank Draft No. |  | Date |  | Amount |  |
| **\*Processing fee**: INR. 3000/- for students of SAARC countries & INR. 6000/- for students of non-SAARC countries (though a bank draft drawn in favour of **Registrar, Banaras Hindu University or transfer electronically in INR. to account No. 10654904247 (IFSC: SBIN0000211) and attach receipt.** |
| **Section I. Personal Details** |
| Name of Candidate Mr. /Ms.(use block letters):  |  | Sex |  M | F |
|  | Married / Unmarried |
| Date of Birth: | DD /MM/YYYY | Nationality: |  | Name of Spouse: |  |
| **Passport no./****Citizenship no. (for Nepal/Bhutan):** |  | Place of Issue: |  |
| Date of Issue: | DD /MM/YYYY | Date of Expiration: | DD /MM/YYYY | Country of residence |  |
| ☐**FN** ☐**NRI** ☐**OCI/PIO** ☐**Child of Indian worker in Gulf or SEAC\*\* country** (please enclose details) |
| **Section II. Family Details** |
| **Father’s Name:** |  | Nationality: |  |
| **Mother’s Name:** |  | Nationality: |  |
| **Address for correspondence**(use block letters): | ­­­­­­­­­­­­­­­­­­­ |
|  |
| PIN / ZIP |  | Phone | + | Mobile |  |
| Fax |  | ­­­­­­­­­­­­­­­­­­­e-mail: |
| **Permanent Address** (use block letters): |  |
|  |
| PIN / ZIP |  | Phone | + | Mobile |  |
| Fax |  | e-mail: |
| **Section III. Qualifying Examination Details as per your specific Course Information Brochure** |
| ☐ I have examined the relevant course, eligibility requirements and duration of course from the Information Bulletin 2023-24 |
| Name of the Examination(last course attend): |  | Grade / % of marks: |  |
| Examining Board / University: |  | Language of Instruction: |  |
| **Instructions** 1. This application form is valid only for the academic session 2023-2024.
2. This form must be signed by the applicant in original.
3. Incomplete forms are not accepted.
4. Request for change of Course / Subject is not permitted after application is submitted.
5. Application Fee is non-refundable.
6. Details of application processing fee must be attached to application form at the time of

submission. | **Signature of the Candidate** |

\*\* South East Asian Countries

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| **Section IV. Educational Details** |
| **MUST** attach certified copies of all mark sheets/grade sheets and certificates.  If originals are not in English, then English version of all documents should also be attached after certification by competent authority. Grade Conversion Formula from the Institution is required if marks are not awarded as percentage.  |
| **Examination Passed**  | **Name of University/Institution**  | **Year of passing** |  **Marks**  | **Medium of Instruction/ Teaching** | **Subjects**  |
| **Obtained** | **Max.** | **% age** |
| 10th Level  |  |  |  |  |  |  |  |
| 10 + 2 Level  |  |  |  |  |  |  |  |
| Bachelor Degree 10+2+3 Level |  |  |  |  |  |  |  |
| Master Degree 10+2+3+2 Level  |  |  |  |  |  |  |  |
| Other Degree  |  |  |  |  |  |  |  |
| **Section V. Other Details** |
| Mother Tongue: |  | Languages Known: |  |  |  |
| Knowledge of English:(attach Certificate of Proficiency in English) | Read: Good / Fair / Poor | Write: Good / Fair /Poor | Speak: Good / Fair / Poor |
| Have you previously studied or been admitted to BHU: Yes / No | Course: |  | Period: |  |
| Result: | Passed / Failed / Other (specify details): |  |  Enrollment no. |  |
| Whether currently studying in BHU: Yes / No | Course: |  | Faculty: |  |
| Present Occupation/Employment, if any: **(Please attach a certificate from Employer)** |
| Organization & Address | Position  | Period  | Nature of duties  | Salary per month\* |
|  |  |  |  | \*equivalent to INR |
| **Section VI. Additional Information if Seeking Admission for Ph.D. Course****(Application must be routed through the respective Embassies/Mission in India)** |
| Topic of Proposed Research **(Please attach synopsis)** |  |
|  |
| Research Publications (attach details) | No. of Publications | National |  | International |  |
| Professional Experience (attach details) | Period: | Institution |  |
| **Note**: **Candidates shall be considered for admission to Ph.D. Courses at BHU subject to fulfilling all eligibility (including English Proficiency Certificate of TOEFL with minimum 70 score or IELTS with minimum 6 bands or the English proficiency test conducted by the University) and logistical requirements AND *only if the degree possessed by them entitles them for enrolment / admission to the Ph.D. Courses in their own countries.*** |

**DECLARATION**

With my signature, I hereby certify that

1. The particulars given in this application form are true and authentic to the best of my knowledge and belief.

2. I have read and understood the instructions, and I accept the terms of application.

3. I intend to return to my native country after completion of the course.

4. In the event of my admission to the University, I shall pay the required fees and charges as outlined and that I will not ask for any financial assistance to BHU or waiver in fee/charges during the tenure of my study.

5. I will abide by the rules, regulations and policies of the Government of India and Banaras Hindu University.

6. I accept that Banaras Hindu University has the right to reject my candidature at any time, if any information

 is found false / fake / wrong at any stage.

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Place: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ SIGNATURE OF THE CANDIDATE

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| **CHECKLIST** for Enclosures along with Application Form (Put ☑ mark)  |

|  |  |
| --- | --- |
|  | I have checked the Eligibility Criteria for admission to the course to which I have applied. |
|  | All columns are correctly filled in this application form. |
|  | Application form has been signed on lower right corner of both pages AND across photograph. |
|  | Grade Conversion Formula from the Institution is attached, if marks are not awarded as percentage.  |
|  | English version of all Certificates and documents are certified by a competent authority and are attached.  |
|  | Certificate of Proficiency in English from the Institute last attended (For Ph.D.: TOEFL or IELTS) attached.  |
|  | Processing fee is attached as Bank Draft in favour of REGISTRAR, BANARAS HINDU UNIVERSITY or transfer electronically in INR. to account no. 10654904247 and receipt attached. |
|  | Photocopies of Passport Identification Page and Visa are attached. |
|  | Photocopies of Certificate for Proof of Age and Qualifications attached. |
|  | For PhD 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.Candidates from Iran are required to submit the No Objection Certificate issued by the Embassy of Islamic Republic of Iran in India for granting admission in the University. |
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SIGNATURE OF THE CANDIDATE

Applications for Ph.D. Course and Short-Term Affiliations can be made at any time of the year. Admission to Ph.D. Course is done twice in an academic year: *January and July*. Accordingly, candidates are required to report in the month required for admission counseling by the respective Faculty.

*N.B.: For eligibility requirements, and degree or examination equivalence requirements, please refer to the UET/ PET/ SPECIAL COURSES STUDY / RET Information Brochures and Ph.D. Ordinances on the BHU website,* [*www.bhu.ac.in*](http://www.bhu.ac.in) and www.bhuonline.in

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| **For Office use only** |
| Course offered: |  | Course duration: |  |
| Department:  |  | Faculty / Institute: |  |
| VISA type: |  | VISA number |  | Issued at: |  | on: |  |
| **Additional Charges** | Amount: | INR. Rs. | DD No. |  | dated |  |
| Receipt No: |  | Date: |  | Received by: |  |
| **Course fee Details** | Receipt no. |  | Date: |  | Amount: |  |
| Checked by: |  | Approved by: |  |
| ***Scanned copy of Application form along with the required documents should be sent on email*** ***int.admission@bhu.ac.in*** ***or submit completed Application form to:*** International Centre, C/3/3, Tagore House, Banaras Hindu University, Varanasi- 221005 (U.P.), India.***Mobile No: +91-9453048443*** |

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**FOR STUDENT’S**

Dear Student,

* **The admission of Foreign Nationals to various courses offered in the University has been made dynamic and the candidates applying through and having ICCR/any Government Scholarships/Financial assistance will be given priority and the admission to these courses may be offered on the first come first serve basis, subject to meeting of the eligibility criteria. For the remaining seats out of ICCR/other Government scholarships as on the last date of receipt of self-finance applications, eligibility and merit will be determined for self-finance category by the concerned Faculty/Department.**

Upon receiving an eligibility letter for admission from BHU, you must complete any and all necessary formalities in your country, as per your country’s rule for students studying abroad and procure a **Student Visa.**

If you are a Ph.D. student, you must obtain a **Research Visa** from the Indian Embassy in your country. PhD students who are OCI, MUST obtain approval for Ph.D. research studies through a Letter of Permission from the Ministry of Home Affairs, Government of India.

You should enroll preferably within one month of admission, but must enroll within the period of eligibility, usually within the following two terms after receiving admission.
Once you have your visa/approval letter, you are required to report IN PERSON, not by email or letter, to the International Centre of Banaras Hindu University in Varanasi to complete the remaining paper work. For hassle-free registration process, please carry the following documents **IN ORIGINAL (and make several photocopies of each):**

1. Eligibility letter for Admission, issued by Banaras Hindu University.
2. Proof of Age / PASSPORT with copies / Passport size photographs.
3. Marksheets/Certificates/Transcripts of Academic records; Migration/Transfer Certificate, as issued by the institution last attended
4. A certificate issued by the Institution/College, last attended regarding Proficiency in English**(For Ph.D.: TOEFEL with minimum 70 score or IELTS (minimum 6 bands).**
5. 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 Banaras Hindu University.
6. 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 (AND in case of Ph.D. Admission, a NO OBJECTION LETTER from the Mission.
7. For Iran nationals: NOC from the Islamic Republic of Iran in India (in addition to the Visa issued by the Indian Embassy abroad).

After your documents are verified by the International Centre, you are required to undergo a medical **HIV test**. Please note that currently if you are found HIV-positive, the Government of India usually will not allow admission.

After the HIV Test is completed, the International Centre will issue you a **Certificate of Clearance**, which you will then carry to your concerned Faculty/ Department for verification of your original academic records, entries and signature made in the Application form etc. Once the department completes all necessary formalities, they will issue an **Admit Card** for **provisional admission**.

Please come to the International Centre with the Admit Card and Bank Draft towards Additional charges to complete necessary formalities and obtain instructions for paying your fees.

You must deposit the Tuition and University Fees for the Academic Year specific to your course and Faculty, **within three days of issue** of the Admit Card, failing which admission shall be cancelled. The fee must be deposited during the fixed window of admission for your Course/Faculty; **late admissions cannot be accepted.** Upon payment, you will receive an original Fee Receipt.

Report to the concerned Dean/Head/Coordinator/Principal, alongwith the fee receipts immediately for entering your name in the records of the Course/Faculty. Obtain Identity Card, complete it and get it signed by your Dean/Head/Coordinator/ Principal. Day Scholars must obtain a signature from the City Delegacy. You must carry the Identity Card with you at all times as a student.

Next, you must have to enroll yourself with the University for which please go online to the website of BHU, complete the Registration and Enrolment Form. Uploading a photo .jpg and all necessary information, print it, obtain a signature from your concerned Dean/Principal/Head/Coordinator/Principal and submit to the Office of the Controller of Examinations. They will issue an **Enrolment Number** to you within 3-5 days after checking your records. Enter that number into your Student's Identity Card.

Further, you may avail the **library, medical, computer WiFi and hostel facilities (**subject to its availability) **etc.** by applying at the respective Units of the University.

**As an international student at BHU, you MUST register with the Varanasi FRO (**Foreigners Registration Office) within ten days of admission.

Complete Online Form C-Arrival Report of Foreigner, obtain Bonafide Student's Certificate from your Faculty/Department/ School and Warden of the Hostel (in case hosteller) and **submit it to the International Centre for Online Registration**.

Report to the Assistant Commissioner of Police & LIU and FFRO, located at Kotwali Premises, near G.P.O. Visheshwarganj, Maidagin, Varanasi as stipulated in your Passport, along with Form C, your BHU paper work, letter of admission, Fee Receipt Identity Card and Bonafide Student's Certificate issued by the concerned faculty/department and **duly countersigned by the International Centre.**

**By accepting admission as a student of BHU, you agree that you will:**

✔abide by the guidelines issued periodically by the Government of India and/or the Banaras Hindu University

✔deposit University fee at the appropriate times annually during the entire duration of your course

✔fulfill the attendance requirements for class and for appearing at all examinations

✔take any absence from BHU only **after prior intimation and permission** from the concerned Head/Dean (and Regional Director,

 for ICCR Scholars)

✔obtain extension for the period of your Student/Research Visa as needed, and notify any changes to the concerned Head/Dean/Coordinator/Principal and **to the International Centre** immediately

**As a student of BHU, you agree that you will NOT:**

✗engage or involve yourself in any political or other controversial activities;

✗join any activities prejudiced against the interest of your own country or against India;

✗participate in any activities that may embarrass relations between India as your host country & any foreign country

**NOTE on Academic Integrity:** Admissions are provisional and subject to verification of the original with copies of mark sheets, certificates and other documents, by the respective Dean of Faculty /Head of Department/ Coordinator/Principal, through the respective Committees involved with admission. Genuineness of the document(s) must be satisfied for obtaining admission.

Provisional admission may be cancelled at any time during the entire period of the concerned course of study, if at any stage it is detected that the applicant provided fake or forged certificates or documents, indulged in any act of misconduct/ indiscipline/ moral turpitude, OR concealed any other relevant information at the time of seeking provisional admission.

Such applicant is liable for prosecution by the Government of India and will be debarred from admission to any courses at BHU in the future.

**IMPORTANT:**

* **The University administration has taken several student centric new initiatives. The International Students of the University who will be admitted in various Undergraduate and Postgraduate courses in academic session 2023-24 and have no scholarship, will be given a stipend of Rs. 6,000/- per month. The students having one or the other scholarship at the time of admission and is less than Rs. 6000/- per month, will be provided the difference amount as stipend. The continuation of scholarship every year till the completion of the course will be based on the performance of the student and recommendation of the concerned Dean of the Faculty/Head of the Department for Undergraduate & Postgraduate students, respectively.**
* **Various performance based incentives are also initiates for Research Scholar joining the University in terms of Publications in Q1 and Q2 Journals, credit incentives to meet the expenses of user charges for the equipment/facilities at Banaras Hindu University for their research work etc.**