

# STUDENT EXCHANGE FACT SHEET



**O.P. JINDAL GLOBAL**  
INSTITUTION OF EMINENCE DEEMED TO BE  
**UNIVERSITY**  
*A Private University Promoting Public Service*

**A PRIMER DOCUMENT FOR  
THE PARTNER UNIVERSITIES TO  
NOMINATE THEIR STUDENT(S) TO JGU**

## WHAT IS THE NAME AND ADDRESS OF THE INSTITUTION?

Name of the Institution	O.P. Jindal Global University
Mailing Address	The Office of International Affairs and Global Initiatives (IAGI Office), O.P Jindal Global University, Sonipat Narela Road, Sonipat, Haryana-131001, NCR of Delhi, India.
Phone	0130 4091796
JGU Website	<a href="http://www.jgu.edu.in">www.jgu.edu.in</a>
Office of IAGI	<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	Vrushabha V Chavadannavar The Office of International Affairs and Global Initiatives (IAGI), JGU
Phone	+91 (0) 130 4091796; +91 7419613445
Email Id	<a href="mailto:internationalaffairs-globalinitiatives@jgu.edu.in">internationalaffairs-globalinitiatives@jgu.edu.in</a> <a href="mailto:vrushabhav.chavadannavar@jgu.edu.in">vrushabhav.chavadannavar@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.	<b>Fall Semester 2023:</b> 30th May 2023 <b>Spring Semester 2023:</b> 30th November 2023
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 and the Partner University.
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 for 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 2023:** 15th June 2023  
**Spring Semester 2023:** 15th December 2023

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?

Courses available.	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.
Courses available in English.	All JGU courses are delivered in English language.
Credit system.	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?

International Students Orientation.	Induction schedule with details will be shared in the arrival pack upon the arrival of the student
Academic session start and end dates.	<b>Fall 2023:</b> 1st August to First Week of December <b>Spring 2024:</b> 1st February to First Week of June
Academic calendar.	<a href="https://jgu.s3.ap-south-1.amazonaws.com/Academic-Calendar+.pdf">https://jgu.s3.ap-south-1.amazonaws.com/Academic-Calendar+.pdf</a>
Accommodation	University will provide on campus housing in the hostel to all exchange students. JGU has separate hostels for male and female students.
Living Expenses / Fee: Accommodation Meals Other Campus Facilities (Laundry, Gymnasium, Swimming Pool, Library, IT Services etc.). One time taxi pick up from airport	Fee for all the amenities shall be INR 1,45,000/ that shall be payable via NEFT/RTGS mode of payment.

## WHAT ARE THE VISA GUIDELINES FOR ARRIVAL OF THE INCOMING STUDENTS?

<p>General Information on travel to India as per the Indian government.</p>	<p>Please check the following websites for information. A list of Indian embassy is available at <a href="http://goirectory.gov.in/country_wise_view.php?ct=1001">http://goirectory.gov.in/country_wise_view.php?ct=1001</a></p>
	<p>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 byJGU.</p>
<p>Indian Embassy web portal.</p>	<p><a href="http://meaprotocol.nic.in/">http://meaprotocol.nic.in/</a></p>
<p>General visa requirements.</p>	<p>Your passport must be valid for at least 6 more months and contain at least two blank pages, including a visa page.</p>
<p>Requirements in addition to general requirements for student(s) visa.</p>	<p><a href="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</a></p>
<p>Additionally, you need to submit:</p>	<p>The most probable documents that might be required are listed below: however please check the requirements as per the home embassy website.</p> <p>Online Application form fully filled as mentioned by Indian embassy/ commission abroad</p> <p>Four recent photographs, meeting strict specifications.</p> <p>Current Original passport with a minimum validity of six months from the date of Application and must have at least two blank page.</p>

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.

