

## **CELL FOR INTERNATIONAL STUDENTS**

### **IMPORTANT INSTRUCTIONS**

Please read the guidelines or procedure of admission before filling the Online Application Form.

- The students are required to submit the Equivalence Degree Certificate issued by Association of Indian Universities (AIU) at the time of admission.
- Please write your correct name and surname in the application form. No change will be allowed later on.
- Student need to register on <https://studyinindia.gov.in/> portal after issue of provisional admission letter. It is mandatory for issue of student's/research visa.
- A valid student Visa in the name Shri Vishwakarma Skill University, Palwal, Haryana, India is a pre-requisite for admission. No admission will be granted on Tourist Visa/X-Visa/Medical Visa.
- All documents need to be translated in English.
- The candidates should visit Cell for International Students with all uploaded original documents after receiving the Provisional Letter of Admission.
- It is mandatory that the marksheet is attested by Ministry of Education or Indian Embassy of concerned country.
- It is mandatory for all students to produce the same documents in original at the time of admission, as have been uploaded in the online application form.
- In case the documents are found to be fake at the time of submission, the case will be rejected and legal action will be taken under Indian Penal Code.
- Fee, once paid, is not refundable.
- Students will have to report to FRRO (Foreigner Regional Registration Office) within fourteen days of arrival and as and when necessary.
- Students will not work with any Institute/Firm during the period of study.
- Rate of conversion will be applicable at the day of disposition of fee for admission.
- The course for which the fee is mentioned in Indian Rupees can be transferred (online) by converting from any currency.

### **RESERVATION OF SEATS FOR FOREIGN STUDENTS**

For each Under Graduate/Post Graduate programme running under University Teaching Departments, there are 5% supernumerary seats for Foreign Nationals [Except the programme run under the norms of All India Council of Technical Education (AICTE)].

## HOW TO APPLY

Foreign candidates can get admitted to the University in two modes:

- (i) Applying through study in India program. ([https:// studyinindia.gov.in](https://studyinindia.gov.in))
- (ii) Applying directly through University website <https://www.svsu.ac.in/>)

### Documents

1. Proof of date of birth (Birth certificate/10th certificate/ Matriculation/Passport)
2. Marks Sheet (Transcripts) of Qualifying Examinations.
3. Passport (Passport must be valid for at least six months at the time of submitting the application).
4. Address Proofs
5. Photo
6. Digital Signature

## DOCUMENTS REQUIRED AT THE TIME OF ADMISSION

The candidate will be required to report for admission in the concerned programme within stipulated period mentioned on Provisional Admission Offer Letter from the University. The candidate also needs to submit the following duly authenticated documents in original for verification at the time of admission: -

- Hard Copy of the computer-generated online application form duly signed by the applicant.
- Ten passport size photographs.
- Proof of date of birth (Birth certificate/10th certificate/ Matriculation/Passport).
- Address Proof
- Document supporting 12 years of Schooling Education (10+2 / Senior Secondary Certificate).
- Mark sheet (Transcripts) of Qualifying Examination duly attested by Ministry of Education or Indian Embassy of concerned country.
- Conduct and Character Certificate from the Head of the Institution from where the qualifying examination has been passed / from concerned Embassy.
- Passport (Please ensure that the passport is valid for at least six months at the time of submitting the application and same shall be produced at the time of admission).
- A valid Student Visa /Research visa in the name of Shri Vishwakarma Skill University, Palwal.
- Fitness certificate by the Authorized/Registered Medical Practitioner that the candidate is not suffering from HIV/ COVID.

- All foreign nationals with foreign qualifications are required to submit the Equivalence Certificate from Association of Indian Universities (AIU).
- Other documents, if required for the concerned programme.

## **ADMISSION PROCESS**

The applications will be forwarded to the admission committee constituted by the concerned department for screening the applications. The committee will shortlist the applications according to the eligibility requirements, merit and number of seats.

### **PROVISIONAL ADMISSION OFFER LETTER**

Only those applicants who fulfil the eligibility requirements and are recommended for admission by respective admission committees, the provisional admission offer letter will be issued by concerned department of the University. The provisional admission offer letter will be sent to the applicants' e-mail address.

#### **Important Note:**

- Applicants are advised to mention their correct e-mail address and other details in the application forms
- All applicants have to report to Cell for International Students by the date mentioned on provisional admission offer letter.
- In case of emergency, where the candidate is unable to report on the mentioned date, he/she may ask for extension of date with a formal request sent by e-mail to the office of International Affairs Cell before the reporting date with valid reasons.

### **APPLYING FOR VISA**

The provisional admission offer letter shall be used to apply for the student/research visa to the Indian Embassy. The visa must be endorsed in the name of Shri Vishwakarma Skill University, Haryana, India.

## Facilities @SVSU

### About The Hostel

Shri Vishwakarma Skill University is committed for providing facilities, safety and learning environment to its students. To actualize this vision, the university provides hostel facility for both the Girls and Boys. The six stories constructed buildings of both the hostels provide the residential facility, indoor/outdoor games, common room, and study room facilities. The accommodation is provided as 4 seaters, 3 seaters and single seaters depending upon the level of academic program, student will be provided the accommodation. The hostel has been built with modern amenities and ensured that the students do not face any kind of inconvenience. The hostel is equipped with major facilities such as Reading room with newspapers and magazines, common rooms with LED TVs, high speed Wi-Fi, Water coolers fitted with RO, CCTV cameras and security guards. The hostels provided with indoor and outdoor games for recreation & entertainment of the residents within hostel premises.



## Sports & Infrastructure





## Central Library

The Central Library continued to march to its mission of facilitating the creation of new knowledge through the acquisition, organization and dissemination of library materials. It played a vital role of skill based research and academic activities in SVSU. It offered a range of library services including reference and consultation, membership and circulation, document delivery, resource sharing, information alert service, user awareness programs, and ICT-enabled web-based services. The Library facilitates in excellence in teaching and creates an appropriate learning and research environment, anticipates and responds to students and research scholars in learning and research needs, and provides the information infrastructures essential in today's changed environment.

The Central Library not only proactively works on its collection building and infrastructural augmentation but also put lot of emphasis on facilities for users based on ICT. The Library has started some advance library services like Research Assistance Service, Remote Access Service, Inter Library Loan, Web OPAC, E-Granthalaya App and Remote App, Plagiarism Detection Services, Current Awareness Bulletin, Online Reservation of reading materials, Automated Library users' attendance system etc.



### Transport Facility

Transport facility will be available on selective routes subject to availability of candidates on payment basis.

