



GIRIJANANDA CHOWDHURY UNIVERSITY, ASSAM

Guidelines for International Students:

1. Review the admission guidelines before completing the Online Application form.
2. Ensure the accurate spelling of your name and surname in the application form, matching your passport details.
3. Admission requires a valid **Student Visa** upon arrival; Tourist Visa/X Visa/Entry Visa/Medical Visa won't suffice.
4. All documents must be translated into English.
5. Visit the Girijananda Chowdhury University, Assam; with original documents after receiving the Letter of Provisional Eligibility and Admission for New Visa/Change of Course.
6. For foreign national students, mark sheets must be attested by the **Ministry of Education or Indian Embassy in your country or your Country Mission.**
7. Original documents uploaded during the online application must be produced at the time of Confirm Admission.
8. Submission of fake/forged documents will lead to rejection and legal consequences under the Indian Penal Code.
9. Fees once paid are non-refundable.
10. Medical Check-Up must be completed within three months of Confirm admission.
11. Working with any Institute/Firm during the study period is prohibited; any such approaches should be reported to FRO.
12. Report to **Foreign Registration Office (FRO)** within fourteen days of arrival and as necessary.
13. For mark sheets from Foreign Universities, an Association of Indian Universities (AIU) **Equivalence Certificate** is mandatory.



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Documents for Foreign National students

1. Application Form with photograph (duly filled).
2. Copy of Passport (First and last page copy)
3. Copy of Visa
4. Copy of Marksheet/Transcript of High School/equivalent (attested from Ministry of Education or Indian Embassy in my country or my Country Mission in India)
5. Copy of Marksheet/Transcript of Bachelors Degree (in case of admission to Post Graduate Programme) (attested from Ministry of Education or Indian Embassy in my country or my Country Mission in India.)
6. Copy of Marksheet/Transcript of Post Graduate Degree (in case of admission to Ph.D. Programme) (attested from Ministry of Education or Indian Embassy in my country or my Country Mission in India.)
7. If documents are in any other language than English, they must be translated into English. The translated documents must be attested from the Ministry of Education or Indian Embassy in my country or my Country Mission in India.
8. If the marksheet is from a Foreign University, Association of Indian Universities (AIU) Equivalence Certificate is mandatory.
9. It is mandatory for all students to produce all the same documents in original at the time of Confirm Admission submission, as have been uploaded at the time of submitting the admission application form.
10. Updated R.P. copy (if applicable)
11. Change of course copy (if applicable)



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Documents for PIO/OCI Students

1. Student's Passport: Original + Copy
2. PIO/OCI Card: Original + Copy
3. Academic Records:
 - 12th Grade Marksheet
 - Bachelor's Degree: Original + Copy (Attested copies required)
 - Master's Degree: Original + Copy (Attested copies required)
 - Equivalence Certificate from Association of Indian Universities (AIU) if obtained from a Foreign University
4. School Passing Certificate: Original + Copy
5. Birth Certificate: Original + Copy
6. Migration Certificate: Original
7. Passport Size Photograph
8. Gap Certificate (If applicable)



GIRIJANANDA CHOWDHURY UNIVERSITY, ASSAM

Documents for Children of Indians Employed in Gulf/South East Asia

(All documents must be valid for the next six months.)

Student's Documents:

1. Marksheet: Original + Copy (no attestations or computer printouts) (If the marksheet is from a Foreign University, an AIU Equivalence Certificate is mandatory)
2. School Passing Certificate: Original + Copy
3. Birth Certificate: Original + Copy
4. Student's Passport: Original + Copy
5. Migration Certificate: Original
6. Passport size photo
7. Gap Certificate (If necessary)

Sponsor Parent's Documents:

1. Passport and Visa of the sponsor parent:
 - i) Original & Copy
 - ii) If the sponsor parent is not accompanying the student, a copy of the passport & visa must be attested by the Indian Embassy, and original attestation submitted.
2. NRI Certificate of the sponsor parent from the Indian Embassy: Original
3. Work Permit: Copy of Country ID
4. Letter of employment from the employer on Company letterhead: Original
5. Residence Permit: Copy of Visa page
6. Residence (Address) Proof: Original document showing name and address in English on Electricity bill/Water bill/Telephone bill/Bank statement/Company letter.
7. Six-month Bank Statement from an NRI Account or a foreign bank on bank letterhead, with bank stamp: Original
8. Sponsorship Letter from the Sponsor parent.