



**Indian Council for Cultural Relations
(Scholarship Division)**

**GUIDELINES FOR INDIAN MISSIONS/POSTS REGARDING ICCR-SPONSORED SCHOLARSHIPS
FOR FOREIGN STUDENTS**

1. About the admission – Indian Universities/Educational Institutes are autonomous and independent bodies and have their own eligibility criteria. It is, therefore, for the students to satisfy themselves about the course chosen and the confirmation given by the Universities. Their admission is provisional till the time Universities/Institutes satisfy themselves of the authenticity of requisite documents from the students. If on arrival, it is found that the student does not possess the required original documents on the basis of copies of which the admission has been finalised, the students will themselves be responsible for the consequences, including denial of admission by the Universities. ICCR will not bear cost on student's return airfare in such cases. The student is advised to bring the following documents:

- (i) Original documents relating to their qualifications for verification by the respective college/University.
- (ii) English Translation of the original documents.
- (iii) Certified or notarised copy of the syllabus of the last qualifying examination.
- (iv) Mission should ensure valid passport and visa should be endorsed as per course duration. Student visa for undergraduate/post graduate and research visa for Ph.D students.
- (v) Award of scholarship letter issued by the concerned Indian Mission.
- (vi) Undertaking from the student that the course and the University as conveyed is acceptable and that he/she will not request for change at the time of admission.
- (vii) Student should have contact details of Regional Heads as well as ISA's of the University/college for their convenience/facilitation.

2. Pre-departure formalities

- (i) **Booking of tickets by students:-**
 - (a) The student should book the ticket up to the airport nearest to the place of university/college where the admission has been confirmed. While booking the tickets, students must ensure that there is sufficient gap between the timings of the connecting flights so that there is enough time to complete the transit formalities particularly in view of the Covid-19 induced restrictions and delays thereof. There have been instances when the students have missed their connecting flights due to insufficient layover.
 - (b) The student should check the allowed baggage. There may be difference of baggage allowance in domestic and international flights. Students must carry the baggage equivalent to the limit of the lower category (domestic/international). In any case, ICCR will not pay any additional amount on account of excess baggage other than the domestic airlines baggage allowance.

- (c) Immediately on purchase of ticket, the students should upload their travel details on the A2A portal to enable the relevant ICCR Regional Office to make necessary arrangement for reception at airport. Flight details should ideally be conveyed at least 7 days prior to the journey. If airport reception is not required, students should specifically mention that they do not require any assistance at the airport on arrival.
 - (d) Students should go through the Covid Protocol/ requirements such as RT-PCR test/quarantine requirements and follow the same to avoid any complications. Mission should advise the students regarding latest Covid-19 regulations in India applicable to them at the time of their travel.
 - (e) Students should carry yellow fever vaccination certificate wherever necessary.
- (ii) Students are advised to carry with themselves US\$ 700 (at least equivalent to Rs. 50,000/-) to meet immediate expenses.
 - (iii) On arrival, students can contact the concerned ICCR Regional Office/University/college during office hours on working days. In case they arrive outside office hours, they are advised to make their own arrangements for transit accommodation (no reimbursement will be made by ICCR). Students should register themselves with Regional Office at the earliest. Students need to get themselves registered with Foreign Regional Registration Office within a period of 14 days.
 - (iv) Each visiting student has to procure a medical insurance policy valid in India for a value of Rs. Five lakhs. As per the latest ICCR guidelines, medical insurance is compulsory for the students (at their cost). Students may buy medical insurance in their country before departure or on their arrival in India.
 - (v) Students should carry with them passport size photographs and the joining report form (to be downloaded from A2A portal).
 - (v) After admission, the students are advised to stay in University/college hostel. However, in case they choose to stay in private accommodation, they will have to give an undertaking that they themselves are responsible for their security. If they are staying in University/college hostel, they would have to adhere to hostel policies. Failing to observe hostel rules could lead to disciplinary action by University/college.
 - (vi) The students should invariably keep ICCR Regional Office informed of their academic performance after every semester/annual exam for continuation of their Scholarship.
 - (vii) Missions should brief the students that they should keep informed their respective ROs about their movement within India. If, leaving for their country/abroad, students must ensure that intimation or permission from RO's may be obtained.

3. Age limit for UG/PG

Maximum Age limit for students under various courses is as under:-

PhD – 45 Years

UG/PG – 18- 30 Years

4. No Scholarship for same course

Before issuing Offer Letters to the students, Mission should ensure that students should not get scholarship for the same category of course more than once i.e, in case a student has already availed Scholarship for UG/PG/Ph.D or Dance and Music in India, no offer letter should be issued.

5. For Mission's additional information

“Revised guidelines for revival/extension of scholarship (for new students joining 2021-22 and onwards)”
