

EXCHANGE ENDEAVORS: A COMPREHENSIVE STUDENT EXCHANGE OVERVIEW

A primer document for the partner universities to nominate their student(s) to JGU

jgu.edu.in

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, Narela Road, Sonipat, Haryana 131001, NCR of Delhi, India
PHONE	0130 4091796
JGU WEBSITE	www.jgu.edu.in
OFFICE OF IAGI	www.jgu.edu.in/internationaloffice

WHOM SHOULD WE CONTACT FOR EXCHANGE RELATED QUERIES AT JGU?

CONTACT NAME	Dr. Sushmita Roy The Office of International Affairs and Global Initiatives (IAGI), O.P. Jindal Global University
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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	FALL SEMESTER : 30 th May 2025 SPRING SEMESTER : 30 th November 2025
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: 30 th May 2025 SPRING SEMESTER: 30 th November 2025
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	FALL 2025 : 1 st August to First Week of December SPRING 2025 : 1 st February to First Week of June
ACADEMIC CALENDAR	https://jgu.s3.ap-south 1.amazonaws.com/Academic Calendar+.pdf
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	Fee for all the amenities shall be INR 1,75,000/ that shall be payable via NEFT/RTGS mode of payment.

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

GENERAL INFORMATION ON TRAVEL TO INDIA AS PER THE INDIAN GOVERNMENT

taxi pick up from airport

Please check the following websites for information. A list of Indian embassy is available at

http://goidirectory.gov.in/country_ wise_view.php?ct=l 001

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 by JGU.

INDIAN EMBASSY WEB PORTAL	http://meaprotocol.nic.in/
GENERAL VISA REQUIREMENTS	Your passport must be valid for at least 6 more months and contain at least two blank pages, including a visa page.
REQUIREMENTS IN ADDITION TO GENERAL REQUIREMENTS FOR STUDENT(S) VISA	http://www.mha.nic.in/hindi/sites/ upload_files/ mhahindi/files/pdf/ student_visa_faq.pdf
ADDITIONALLY, YOU NEED TO SUBMIT:	The most probable documents that might be required are listed below: however please check the requirements as per the home embassy website.
	Online Application form fully filled as mentioned by Indian embassy/ commission abroad
	Four recent photographs, meeting strict specifications.
	Current Original passport with a minimum validity of six months from the date of Application and must have at least two blank page.
	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.

