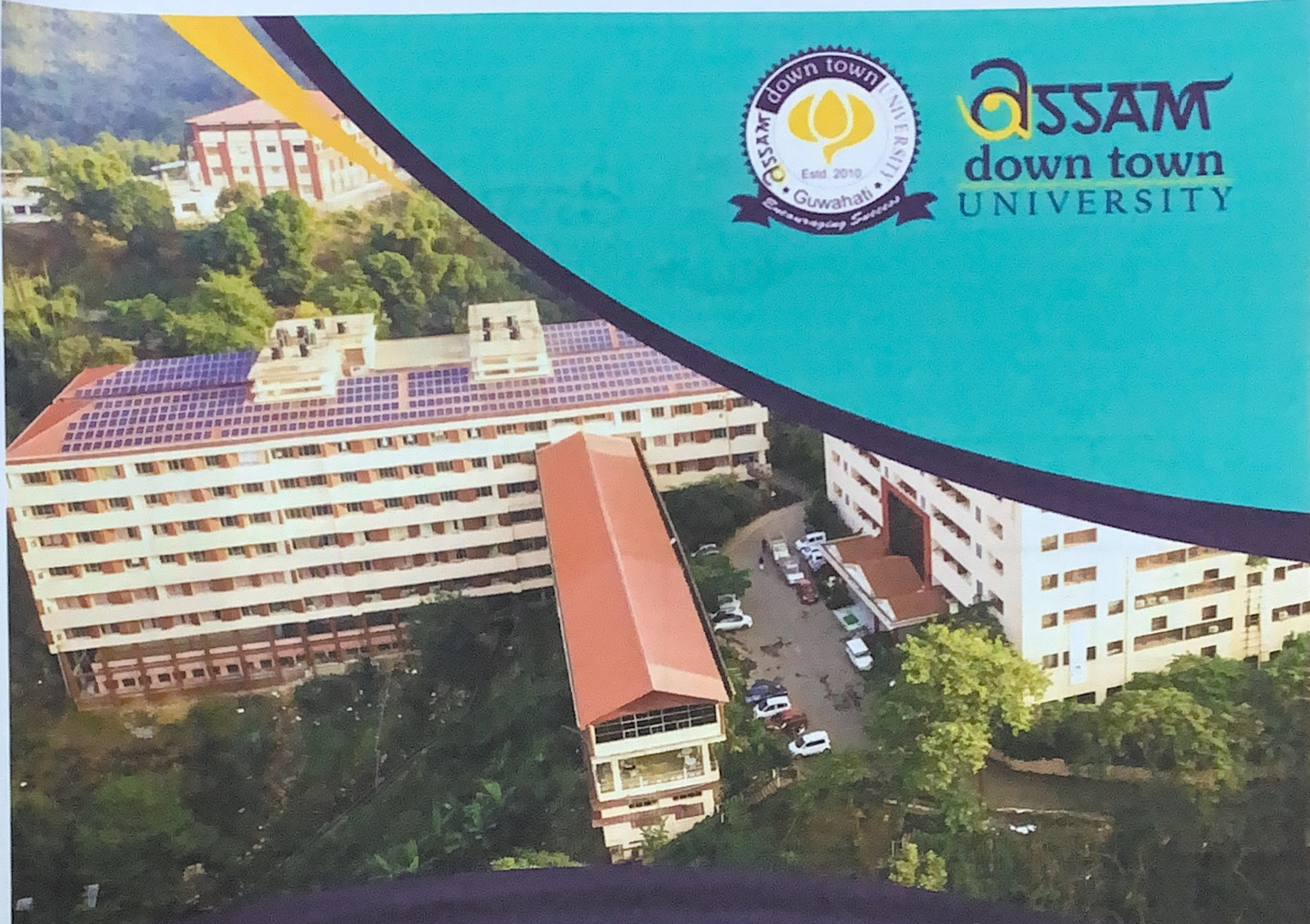




ASSAM
down town
UNIVERSITY



Admission Policy for International Students

W.e.f:.....

Assam down town University
Sankar Madhab Path, Gandhi Nagar,
Panikhaiti, Guwahati-26, Assam



ASSAM
down town
UNIVERSITY

NAAC Accredited & UGC 12 (B) Status Holder

S.No.	POLICY PARTICULARS:	
1.	Name of the Policy	Policy for International Students Admission
2.	Policy Issue/Notification Number/Memo Number	AdtU/IA/2024-25/Even/Pol/441
3.	Date of Release	10-01-25
4.	Effective From	10-01-25
5.	Approval Date	10-01-25
6.	Version	1.0
7.	Policy Title (Required)	Policy for International Student Admission
8.	Superseded by	N. A
	Approved by	Vice Chancellor

International Student Admission Policy

Introduction:

This policy outlines the rules, eligibility, and procedures for the admission and management of international students at Assam down town University. The university is committed to fostering a diverse academic environment and promoting international collaboration through various programs. Assam down town University has been incorporated as a university by an ordinance promulgated on 12th July, 2011 which was replaced by the Assam down town University Act 2010 read with the section 30 of the Assam Private University Act No. XII. Notification date 8 May 2007.

Scope of the Policy: This policy applies objectives are to create opportunity for UG, PG, Lateral Entry and Full time PhD education generating competent workforce in different domain. Provides admission to various categories of programs with scholarship schemes.

Policy Statement: Assam down town University aims to enhance and provide detailed information on the nature of programs, their structure duration, mode of assessment, associated fees or additional expenditure/cost to be incurred and provision of scholarships. Information pertaining to the program of study, student experience etc. are communicated through multiple channels including university website, prospectus, digital communication, phone calls and SMS.

Eligibility Criteria for International Applicants:

1. Criteria for enrollment to a under-graduate program is submitting a pass certificate and marksheet equivalent to class 12th examination of the country meeting the equivalent criteria of Association of Indian Universities.
2. Similarly, criteria for post-graduate program is, a undergraduate degree awarded by the recognized university in particular country and meeting the equivalent criteria of Association of Indian Universities.
3. The University provides a Conditional Offer Letter or Provisional Offer Letter to the applicants that are interested or has applied for the programs available at our university. This letter is sent after verifying the eligibility
4. All International applicants must meet the minimum eligibility criteria for their chosen program.

5. Proficiency in English is mandatory. Applicants must submit proof of English proficiency including a certificate indicating that their previous education was conducted in English.

VISA and No Objection Certificate

Only persons with the purpose of studying in India and entering the country on STUDENT VISA and RESEARCH VISA shall be eligible to apply for admission to a particular course. Foreign students seeking admission to Ph.D programmes must obtain RESEARCH VISA from Indian Embassy of his/her respective country . The candidates should submit a copy of their passports and visa to the University at the time of joining.

Medium of Instruction

The medium of instruction at Assam down town University is **ENGLISH** only. Those candidates who have studied the subjects in the English Language medium will only be considered for admission to the programme at AdtU.

Accommodation

1. The university provides on-campus hostel facilities for International students.
2. Students must follow the hostel rules and regulations strictly.

Any issues related to accommodation should be communicated to the hostel warden or the International Admission office under Directorate of International Affairs, Assam down town University.

Admission Procedures:

Flow Chart for Steps of Admission Process

Step- I

Application Process

The admission process for international students starts with initial application process through Assam down town University website.

Step- II

Offer for Admission

The applicants who are interested or are willing to get information and updates about studying at Assam down town University and its program gets a conditional offer letter or provisional offer letter from the university.

Step- III

Scholarship

Assam down town University offers scholarship based on candidate's criteria such as:- International special scholarship based on merit, common scholarship test etc. organized by Assam down town University.

Step- IV

Admission Confirmation

The applicants' documents are verified through online mode and after confirming the payments, a provisional admission confirmation letter is issued to the applicant but it still stays provisional until and unless the hard copies are not verified.

Step – V

Final Registration

The final registration is completed only after completion of original documents verification process by the respective authority of the university and submission of necessary fees. Upon successful completion of these formalities, the international students are registered under Assam down town University.

Details with all supporting documents required for admission:

1. Proof of 10+2(Pass certificate along with marksheet).
2. Proof of UG Pass Certificate and Marksheet (for PG aspirants).
3. Duration of the undergraduate programme/qualifying examination completed.
4. Class obtained/percentage of marks where marks are awarded.

5. Cumulative Grade Point Average (CGPA) where grades are awarded.
6. Transcripts of all the courses cleared in the undergraduate /qualifying examination
7. Proof of English proficiency (A valid certificate indicating that the previous courses are taken in English).

Those foreign Nationals who have passed their qualifying degree examination from any of the Indian Universities, should submit detailed information and particulars as stated above along with relevant supporting documents to Admission Office, Assam down town University Panikhaiti Guwahati Assam Pin:781026. The admission will be subject to availability of the seats, fulfillment of eligibility criteria and other terms & conditions.

Effective Date:

Amendment of a Policy:

N/A

-End-

