

# Overseas admissions application form

This form should be filled up by international applicants i.e NRI, PIO and Foreign Nationals applying for a full time course at Suresh Gyan Vihar University, Jaipur, Rajasthan, India. **A non refundable application fee of 50 \$** must be paid and to be submitted alongwith this form. Please complete all sections of the form clearly in **BLOCK LETTERS** with a blue or black ballpoint pen.

## Section A. (Course Applied For)

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Course Code :

## Section B. (Details)

The University will contact you by email, post, telephone and/or SMS, to update the status of your application as well as relevant news, events, enrolment and orientation activities. To avoid delays in processing your application, it is important that you complete ALL your details **including your email address**.

Title: Mr  Mrs  Miss

### Applicant Details

First Name:

(as in passport)

Middle Name:

(as in passport)

Sur Name:

(as in passport)

Father's Name:

Mother's Name:

### Applicant's home country permanent address (compulsory)

These are your permanent contact details in your home country. It is compulsory to complete ALL the fields including your email, phone and mobile number.

Street Address :

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City:

Postcode/zip:

Country:

Telephone:

Country Area

Mobile:

email:

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Date of Birth:

(as in passport)

D D

M M

Y Y Y Y

**Paste recent  
passport size  
photograph**

Signature of applicant

### Applicant's contact address (Alternate)

These details must be different to the home country address. If same, please leave this section blank.

Street Address :

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City:

Postcode/zip:

Country:

Telephone:

Country Area

Mobile:

email:

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**Name and address of the contact person in case of emergency:**

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Country of citizenship:

Country of birth:

Do you possess a valid passport

No  Yes  if yes, Passport No  Type of Passport

Date of Issue  Place of Issue  Valid till

**Section C. (Educational Qualifications)**

In this section, the candidates to give details of previous academic qualifications, including dates of completion or indication that yet to finish your study. Please refer to the University website [www.gyanvihar.org](http://www.gyanvihar.org) for course requirements or prerequisites before filling the columns. Certified copies of academic transcripts must be attached along with this application.

Please list most recent qualification first

Qualification/award:  Duration:   
(Full Name) of course  
School/Institution:  Country:   
Date of completion of program:   OR tick if you are yet to complete

Qualification/award:  Duration:   
(Full Name) of course  
School/Institution:  Country:   
Date of completion of program:

Qualification/award:  Duration:   
(Full Name) of course  
School/Institution:  Country:   
Date of completion of program:

Qualification/award:  Duration:   
(Full Name) of course  
School/Institution:  Country:   
Date of completion of program:

**Section D. (English Proficiency)**

Suresh Gyan Vihar University has minimum English Proficiency requirement and some courses have higher English proficiency requirements.

Please attach evidence of your English language proficiency . Documents Attached Yes  No

If the applicants do not meet the stipulated English proficiency requirements of the University, the candidates are required to undergo short term study program, which includes English language, IT & Personality development, at Suresh Gyan Vihar University before being admitted into regular degree programs.

**Please indicate your willingness:**

to undertake short term program for English language, IT & Personality Development.

Yes  No

**Section E. (Application Fee Details)**

A non-refundable application fee of 50 USD in form of a demand draft drawn in favour of Suresh Gyan Vihar University must be paid when you submit this form.

Bank draft details :

Bank Name :  Bank Address:

DD No.:  DD Amount:  DD Date:

**Give name of two persons (not your relatives), who can be contacted to check your credentials**

Reference 1

Name:

Address:

Contact No:

e-mail:

Reference 2

Name:

Address:

Contact No:

e-mail:

**Please complete the following checklist before submitting**

- Certified copies of all academic qualifications, including transcripts
- Certified passport copy
- Certified copies of English language proficiency
- Bank statement showing minimum 5000\$ bank balance
- Application fee \$50
- 4 Passport size color photographs on white background

**Declaration by the Applicant**

I wish to be considered for enrolment as an international student in a course at Suresh Gyan Vihar University, Jaipur, Rajasthan, India. and declare that the information submitted is correct and complete. I understand the University may obtain official records from my school, University or other tertiary institutions previously attended by me for the purpose of verification of my supporting documents. All documents submitted become the property of the University and will not be returned. I understand that the University reserves the right to vary or reverse any decision made on the basis of incorrect or in complete information or fraudulent documentation. I recognize that it is an offence to submit fraudulent documentation in support of an application for the purpose of gaining admission to the University. Where fraudulent documents are detected. I understand that my application will be rejected. If an offer has been made, it will be withdrawn. If a visa has been issued, the Department of immigration and Citizenship will be notified. All matters concerning fraudulent documentation will be reported to the Government and statutory authorities. I authorize the University to release any personal information held about me to any other educational institution or authority to verify my student conduct, academic record or supporting documentation for the purpose of determining my eligibility for admission to the University. I herewith give the University permission to provide my address and details of enrolment to the Department of immigration and Citizenship and the Department of Education, Employment and Workplace Relation, should I enrol at Suresh Gyan Vihar University, Jaipur. I am able to make appropriate arrangements to fund my studies. I have read and understood the University’s tuition fee refund policy and conditions.

I agree to comply with Suresh Gyan Vihar University rules of admission and enrolment. I agree to inform the University Immediately if there is any change to the information I have given in this application.

Signature:

Date:

Place:

**Send your application by Post:**

To  
Suresh Gyan Vihar University  
Mahal, jagatpura,Jaipur-302025  
Rajasthan, India  
Tel:--+91 141 -6450389-90 Ext: 212/213  
email : admission@gyanvihar.org web :  
www.gyanvihar.org

**Send your application by mail:**  
you can send scan copy of your application  
and documents to admission@gyanvihar.org

For office use only

Name of the Applicant .....
Course :.....
Form No.....
DD No..... Date.....
Bank Name.....
DD received by .....