



CIRCULAR

The University of Mumbai has decided to admit all international students (FR, FS, PIO, OCI, NRI [Appendix-1]) through a Single Window System from the Academic Year 2019-20. Edulab Educational Exchange Pvt. Ltd., has been identified by the University as the Service Provider to facilitate all the services pertaining to admission of international students (FR, FS, PIO, OCI, NRI [Appendix-1]) in Arts, Commerce and Science faculties at all affiliated/recognized colleges/institutions and teaching departments of the University of Mumbai through a Single Window System. The Edulab Educational Exchange Pvt. Ltd. will be responsible for providing all type of assistance to international students (FR, FS, PIO, OCI, NRI [Appendix-1]) who wish to seek admission at the University of Mumbai. **Henceforth, affiliated colleges, recognized institutions and University teaching departments will not be permitted to admit international students (FR, FS, PIO, OCI, NRI [Appendix-1]) directly to Arts, Commerce and Science faculties.**

Dr. Sunil Patil, Director, Students' Development and University Information Bureau and Foreign Students' Advisor, University of Mumbai (Contact No.: 022 22042859) has been assigned the duties of co-ordinating entire admission process of international students on behalf of University of Mumbai while Mr. Pratik Gandhi, Chief Executive Officer, Edulab Educational Exchange Pvt. Ltd. (Contact No.:0008000401756 (Toll Free) / 022 26879696, 26879697) will act as Students Co-ordinator to facilitate admission process.

All affiliated colleges, recognized institutions and University teaching departments of the University of Mumbai and the students who wish to seek admission at the University of Mumbai must follow the procedure laid down in the Appendix-2 and Appendix-3 respectively. **The last date of admission is July 15, 2019.**

Mumbai – 400032
March 18, 2019


Dr. Ajay Deshmukh
Registrar

To,
All Principals/Directors of Colleges Affiliated to University of Mumbai, Recognized Institutes of the University of Mumbai and Heads of the University Departments

Definitions of Foreign Students

(Reference: www.mea.gov.in/faq-overseas-indians.htm)

Foreign Students (FR / FS)

Foreign Student (FR / FS) means student holding passport issued by foreign countries including people of Indian origin who have acquired the nationality of foreign countries.

Persons of Indian Origin (PIO)

Person of Indian Origin (PIO) means the person who is the citizen of other countries (except Pakistan and Bangladesh) who at any time held an Indian Passport, or who or either of his/her parent or any of his/her grandparent was a citizen of India by virtue of provisions of the Constitution of India or Section 2 (B) of Citizenship Act, 1955 (Act No. 57 of 1955).

Person of Indian Origin (PIO) means a foreign citizen (except a national of Pakistan, Afghanistan, Bangladesh, China, Iran, Bhutan, Sri Lanka and Nepal) who at any time held an Indian passport Or who or either of their parents/ grand parents/ great grand parents was born and permanently resident in India as defined in Government of India Act, 1935 and other territories that became part of India thereafter provided neither was at any time a citizen of any of the aforesaid countries (as referred above); or who is a spouse of a citizen of India or a PIO.

Overseas Citizen of India (OCI)

A foreign national, who was eligible to become citizen of India on 26.01.1950 or was a citizen of India on or at anytime after 26.01.1950 or belonged to a territory that became part of India after 15.08.1947 is eligible for registration as Overseas Citizen of India (OCI). Minor children of such person are also eligible for OCI. However, if the applicant had ever been a citizen of Pakistan or Bangladesh, he/she will not be eligible for OCI.

Non-Resident Indians (NRI)

Non-Resident Indians (NRI) as defined in Income Tax Act, 1961 with the following clarifications: An individual is Non-Resident, when he/she is "not a resident" or who is "not ordinarily resident". A person is treated as "not ordinary resident" when any of the following conditions is satisfied.

(1) If he/she has not been resident in India in nine out of ten preceding years; (OR) (2) If he/she has not been in India for a period of 730 days or more during the preceding seven years.

Note: Cut-off date to decide the NRI status is last date of the preceding financial year.

**Instructions to International Students (FR, FS, PIO, OCI, NRI)
Interested to Seek Admission in Affiliated / Recognized Colleges /
Institutions and University Departments of the University of Mumbai**

- All international students (FR, FS, PIO, OCI, NRI [Appendix-1]) interested to seek admission at in Arts, Commerce and Science faculties University of Mumbai must approach to the link (mu.admissiondesk.org) available on website of the University of Mumbai (www.mu.ac.in).
- Students will have to upload their documents (Academic qualifications, transcripts and details of passport) on the website and pay the Eligibility Fees of \$50 per course online to the Finance and Accounts Officer, University of Mumbai. The Eligibility Fees will not be refunded to the student under any circumstances.
- The Department of Students' Development, University of Mumbai will send the documents of the students to the Eligibility Section of the University of Mumbai.
- In some cases the student will be informed through an email to obtain the Equivalence Certificate from Association of Indian Universities (AIU). It is the responsibility of the student to obtain such Equivalence Certificate.
- The Eligibility Section will issue Prima Facie Letter of the eligible students and will forward it to the Department of Students' Development.
- The Department of Students' Development will issue Provisional Admission Letter to the eligible students and communicate them through an E-mail.
- The students who receive the Provisional Admission Letter must send the Letter of Intent through an email and pay the Admission Processing Fees of \$1150 online to the Finance and Accounts Officer, University of Mumbai. The Admission Processing Fees will not be refunded to the student under any circumstances.
- Each student will have an option of choosing 10 Colleges/Institutes/Departments as an option for each course they want to select in the order of preference 1 to 10. They will have to select minimum of 5 colleges per course. The right of allocation of College/Institute/Department is reserved with the University. No student has right to reject the allotted College/Institute/Department.
- The Department of Students' Development will allot the college to the students as per their merit and send the Final Admission Letter bearing the information of details of allotted College/Institute/Department, fees structure, details of bank account to the students. The student can use the same letter to obtain the Visa.
- Student must pay the Admission Fees mentioned in the Final Admission Letter online to the Finance and Accounts Officer, University of Mumbai. The fees will be refunded to the student as per the guidelines issued by the University time to time.
- Student must communicate the photocopies of receipt of payment of fees issued by their concerned bank and Visa on the email **international.admission@mu.ac.in**

- The student must join the allotted College/Institute/Department before the commencement of the term and approach the Head, International Student Admission Process of the allotted College/Institute/Department as mentioned in the Final Admission Letter personally and complete the formalities of the admission at the college/institute/department level.
- The student must approach Head, International Student Admission Process for completion of the process of FRRO/FRO within 02 days from the date of joining of College/Institute/Department as per the guidelines issued by University Grants Commission, New Delhi, vide its letter no.- D.O.No.F.1-1-2016 dated June 20, 2016.
- Once the student has completed the FRRO process he/she needs to upload the copy of the same along with the resident permit on the website.
- Student also needs to upload medical report from any doctor on the website. A full brief of the kind of medical tests are uploaded and revised on the website from time to time.
- It is the responsibility of international student to find the place of accommodation. The University and Edulab Educational Exchange Pvt. Ltd. will not be responsible for accommodation of the international students. However, the Edulab Educational Exchange Pvt. Ltd. will provide the assistance to the international students in finding the place for accommodation.
- For any query, a student should email us on **international.admission@mu.ac.in**