

# **International Credit Transfer Program (ICTP)**

## **(Outbound Students)**

### **Process and Guidelines for Batch/Year 2021**

#### **ABOUT THE PROGRAM**

As an internationally connected University, Lovely Professional University (LPU) offers planned transfer and articulation pathways for students who wish to complete their studies elsewhere in the world. LPU articulation Partners comprise highly ranked and globally well-known universities in countries such as Canada, UK, USA, Australia, New Zealand, Dubai, France and many other countries in Europe. Some of the key features of this program include:

1. The International transfer is done through very careful mapping of courses such that the credits earned at LPU can be transferred to the partner/receiving International University
2. The student begins his/her studies at the LPU and completes the final degree from partner/receiving University.
3. Upon successful fulfilment of degree requirement as mandated by the partner/receiving University, the student will be awarded degree by the host international University.
4. With articulation agreements with the Universities from around the globe and with this number increasing each year, LPU offers wide range of Universities to the students to choose from.
5. Division of International Affairs (DIA) will be dedicatedly assisting and advising the prospective students of this program in completion of various requirements and to ensure seamless academic transfer to partner/receiving University.

#### **BENIFITS OF THE INTERNATIONAL TRANFER PROGRAM**

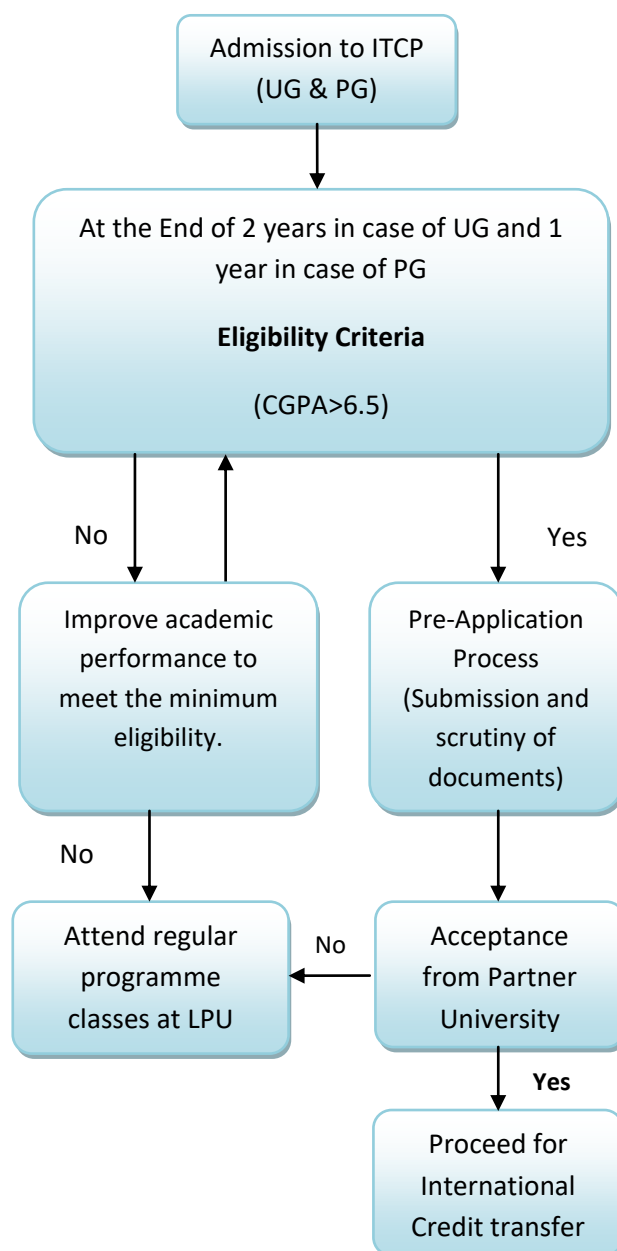
1. **International Degree:** The student begins his academic career with a top Indian University, LPU, and earns final degree from International University.
2. **Economical and Cost-Effective:** Since the student will be studying part of degree at LPU and remaining part at the Partner/Receiving University hence, compared to conventional method of student immigration the international credit transfer option is extremely cost-efficient way of earning foreign University degree.
3. **Testing Exemptions:** A student of LPU, you will **not** be required to undergo additional tests like GRE, and SAT to secure credit transfer to any of partner Universities. This is subjective to the requirements of the partner Universities and the exemption/conditions may change in future.
4. **Choosing Right Program and University:** Specialized and highly experienced staff at Division of International Affairs (DIA) ensures to provide right kind of counselling and support to the students to choose program and University which will make them globally employable.
5. **Highly Paid International Jobs:** Successful completion of degree at Partner/Receiving University will allow students to secure work permits and highly paid jobs abroad which will not help them to cover up the cost of their education but also achieve their dreams jobs with international employers.

#### **MINIMUM ELIGIBILITY CONDITIONS AND APPLICABLE FEE**

**In order to be eligible for consideration under this option, the student must fulfil following conditions:**

1. The student already studying in LPU must have CGPA of 6.5 with no backlogs, re-appears and indiscipline proceedings (pending/action taken) against him/her\*.
2. Students currently in the first year of Master's degree programme will be required to have 65% aggregate marks in their previous qualifying degree\*

3. **IMP: In case the Partner/Receiving University decides to put in strict/higher conditions with respect to CGPA or aggregate percentage marks, then the same shall be applicable.**
4. All students enrolled in ICTP (Admission Batch 2021) will be required to pay fee of Rs. 1,50,000 (INR) in two parts, i.e. Rs. 50,000 (INR) along with tuition fee of 2<sup>nd</sup> Semester (Term II) and Rs. 1,00,000 (INR) to be paid along with the tuition fee of 4<sup>th</sup> Semester (Term IV) in case of 2+2 programmes
5. In case of 1+1 programmes, the entire of Rs. 1,50,000 (INR) must be paid before and before proceeding for international credit transfer.
6. Although the Credit Transfer Option may be taken well in advance but the Student will be allowed to proceed to Partner/Receiving University only after completion of at least one year at LPU in case of post-graduate program and after two years in case of Bachelor's degree.
7. For detailed list of programmes currently under the ambit of ICTP, please refer to *Annexure I*



\*The minimum eligibility conditions mentioned in point 2 stand exempted for students of batch 2021

## TIMELINES AND PROCESSING

All those students who meet the eligibility criteria as specified above will be able to apply online through UMS for the Credit Transfer Option. The timelines and processing of student request application will happen as follows:

1. **STAGE 1: ADMISSION**
2. **STAGE 2: PRE-APPLICATION**
3. **STAGE 3: COUNSELLING**
4. **STAGE 4: FINAL APPLICATION**

- **STAGE 1: ADMISSION:** At the time of taking admission at LPU, the student will be required to enrol in *International Credit Transfer Program (ICTP)*. The admission to ICTP will be offered to the students only for those programmes which are listed in *Annexure I*. The fee structure and curriculum of students enrolled for ICTP may be different from the students studying in regular programmes.
- **STAGE 2: PRE-APPLICATION:** Interested student who meet the *minimum eligibility criteria* will be required to complete an online through their UMS portal. The student will fill basic details and indicate University/Country preferences from the ones list available on the portal. Refer *Annexure II* for details regarding different Universities along with their country and programme list against which student can seek credit transfer. The UMS path for applying is:

UMS NAVIGATION → LMS → CREDIT TRANSFER OPTION

- **STAGE 3: COUNSELLING:** Students initially found to be eligible for ICTP and those who have successfully completed the pre-application process will be required to undergo counselling session conducted by the DIA. During these sessions DIA will guide the students about various processes and modalities and their respective timelines within which they must be completed. These sessions should help the students in finalizing the documents required during the final application process.
- **STAGE 4: FINAL APPLICATION:** All completion of pre-application process including student screening and document verification, the recommended students will be required to complete the application formalities as necessitated by the LPU and Partner/Receiving University. All fees as required by the Partner/Receiving University or the Embassy will be paid by the student.

### Important Note

- (a) **Students studying in programmes other than the ambit of ICTP (as listed in Annexure I)** may also submit their request applications if in case they wish to avail the benefit of credit transfer option. Such students along with complete application process will be required to submit:
- (i) Fee of Rs. 2,00,000 (INR) in case the ICTP was offered to their batch at the time of admission and Rs. 1,50,000 in case there was no ICTP option available to them at time of admission.
  - (ii) For example: student studying in B.Tech (CSE), batch/year 2021, will be required to pay Rs. 2,00,000 (INR) if in case at a later point of time he/she applies for credit transfer option as during the said batch/year, admissions to programme B.Tech (CSE) (ICTP) were offered separately as well.
  - (iii) However, student studying in B.Sc. (Agriculture), batch/year 2021, will be required to pay Rs. 1,50,000 (INR) if in case at later point of time he/she applies for credit transfer option as during the said batch/year option of ICTP was not offered to students taking admission to under B.Sc. (Agriculture)

## REFUND RULES

1. For students availing Credit Transfer Option, following refund rules (INR) will be applicable on Credit Transfer Processing fee:

S. No	Case/Conditions	Deduction *
1	Student has completed the final application process but decides to withdraw his/her application (before offer letter)	Rs. 20,000 (INR) will be deducted and rest amount will be settled in the tuition fee of next/upcoming term
2	Student does not get the offer letter from the partner University	
3	Student get the offer letter from the partner University but not the VISA of the Country	
4	Student get the offer letter from the partner University and the VISA of the Country but decides to withdraw his/her application	<b>NO REFUND</b> will be allowed in such cases
5	Any Fees paid by the student to the partner University	Refund as per the regulations/conditions set by the partner University.

**\*All deductions to be made from the International Credit Transfer fee paid by the Student**

2. If due to any unforeseen reason, student is awaiting VISA after Receiving offer letter from Partner/Receiving University, he/she then has the choice to attend upcoming Term (Semester) at LPU after paying the full Term (Semester) fee as per University timelines. In case the student's VISA comes after the commencement of academic Term (semester) and he/she then decides to join the Partner/Receiving University then he/she can seek refund from LPU against tuition fee as per following conditions:

Time Period	Applicable Fee	Refund
Start of Autumn Term –Upto 31 <sup>st</sup> August <b>OR,</b> Start of Spring Term- Upto January 31 <sup>st</sup>	25% of tuition fee	75% of tuition fee
Autumn Term: Upto 30 <sup>th</sup> September <b>OR,</b> Spring Term: Upto 28 <sup>th</sup> or 29 <sup>th</sup> February	50% of tuition fee	50% of tuition fee
Autumn Term: Upto 31 <sup>st</sup> October <b>OR,</b> Spring Term: Upto 31 <sup>st</sup> March	75% of tuition fee	25% of tuition fee
Autumn Term: Upto 30 <sup>th</sup> November <b>OR,</b> Spring Term: Upto 30 <sup>th</sup> April	Full Term Fee	No Refund

## IMPORTANT INFORMATION POINTS FOR STUDENTS

- Passport:** A Student is required to have a **valid passport** (with at least three year validity) before the application process for Credit Transfer Option is initiated.
- Entry requirements:** The entry requirements of the Partner/Receiving University abroad can vary and can be also different from what it is today. Lovely Professional University (LPU) will not be liable for any thing that may be caused due to such variation and/or changes. It may also include paying programme fee and/or other charges as solicited by the Partner/ Receiving University for the remaining duration of the programme before going for study abroad

3. **Additional Proficiency Skills:** A student may have to sit for English Language Proficiency Tests like TOEFL/ IELTS etc. or any other competitive examination like SAT/ GMAT etc. as per conditions prescribed by the Partner/Receiving University. Fee for the same is to be paid by the student separately
4. **Partner/Receiving University Fee:** If the Partner/ Receiving University charge any Application Fee, then the same shall be borne by the student.
5. **Refund:** Any fee paid to the Partner/Receiving in the form of processing/administrative/ tuition fee etc. will be processed for refund as per the refund/compensation policy of the Partner/Receiving University. The students are therefore required to very carefully go through the refund policy of Partner/Receiving University very carefully.
6. **VISA Related Issues:**
  - (i) The University (LPU) is not responsible for any VISA related issues and the process is taken ahead by the student himself/herself. Student has to apply and fulfil the VISA requirements of the host country to be visited for the purpose of Credit Transfer.
  - (ii) The VISA requirements of the host countries where the Partner/ Receiving Universities are situated can vary and can also be different from what it is today and the University (LPU) will not be liable for any thing that may be caused due to such variation and/or changes.
  - (iii) The University (LPU) is not liable to incur any expenses for any VISA related issues of the student.
  - (iv) The VISA obtained with the help of the University (LPU) for the purpose of Credit Transfer option cannot be used for any other purpose.
7. **Original Documents:** Students applying for ICTP will be mandatorily required to submit original transcripts of all semesters/terms for which they have studied here at LPU.

## MISCELLENIOUS POINTS

1. It is very important that before taking the decision of joining the Partner/ Receiving University the student and the parents must ensure an understanding of the financial/legal implications, career opportunities, medical implications etc.
2. Students are awarded academic transcripts for the period they have spent in LPU and the final degree will be awarded by the partner University where the student completes the programme.
3. It is the responsibility of the student to submit all the documents required in the form of affidavit, indemnity bond, undertaking and all other documents with the authentication and attestation of the Judicial/ Executive/ Magistrate/ Notary or other authorities as prescribed by the University (LPU) well in advance or when required by the University (LPU).
4. A student and/ or his parents may have to complete certain formalities/ documentation including but not limited to undertaking, indemnity bond etc. as and when demanded by the University (LPU).
5. It is the responsibility of the student to check authenticity and validity of the Partner/ Receiving Universities abroad and their programme for which he/she opts for.
6. A student shall not be permitted to apply for the Credit Transfer option in a Country/ University of his/her own choice .The student can join a Partner/Receiving University as per the list provided by the University (LPU).
7. The list of Partner/ Receiving Universities and/or host countries for Credit Transfer or otherwise, as available today may change when the student becomes eligible to go abroad or from time to time. In that case, the students will be given the option to complete the programme at LPU.
8. Nomenclature of Degree, Duration, Curricula, Evaluation, and Fee etc. may vary in respect of different Partner/ Receiving Universities.
9. It is to be ensured by the student that all his/her dues are cleared before joining the Partner/ Receiving University. In case of any pending dues with LPU, the student shall not be permitted to join the Partner / Receiving University.

- 10.** All students who successfully proceed for ICTP will be marked with a special status “TW” (Left due to Credit Transfer Option) in the internal database of the University by the Records Cell (Division of Examination) and the student will be considered as “Left” from the system of the University.
- 11.** If in case the student still wants to join back after being marked “TW” due to any unforeseen or personal reasons then all existing conditions (including charges as applicable) of rejoining the University shall apply. The student shall resume classes and will fulfil all academic obligations: no duty leaves, attendance relaxation, CA proration shall be done for such a student.
- 12.** The University reserves the right to change in part or as whole the terms and conditions of this program as required from time to time.

## SUCCESS STORIES

Here are some of our student testimonials who had their dreams of studying abroad fulfilled by the LPU. For more details and information please visit <https://www.lpu.in/international-opportunities.php>

“LPU has given me life changing opportunity, as I was selected for further studies in University of Buffalo through seminar at Campus. Special thanks to International division as they have dealt with me, initially from counselling to my visa approval.”

**-Ankit Sigroha, student B.Tech Computer Science Engineering got his credit transferred to University of Buffalo, USA after 2 years at LPU**



Because of LPU I am living the dream of my life. I always had the dream of studying abroad and LPU fulfilled this dream of mine. With right counselling and guidance I was able to choose the best university as per my requirements. I thank for this.

**-Ms. Kilaru Deekshitha, Student of B.Tech. Computer Science Engineering took credit Transfer to Rowan University, USA**



“I am very happy that I opted for credit transfer program at LPU. Now I am learning Artificial Intelligence from one of the top university in the world which <sup>1</sup>would be very much beneficial for my Career ahead. I thank Lovely Professional University (LPU) for providing such an amazing opportunity to me.”

**-HancyArora Student B.Tech. Computer Science Engineering got credit transferred to Heriot-Watt University,UK**



“When I took admission in LPU, I never imagined that it would change my prospects of life forever. I went over the moon, when I was notified that I can get my credits transferred to foreign University. I availed the opportunity and got my credits transferred to Curtin University, Australia.”

**-Sooraj VC, B.Tech Electronics and Communications Engineering student got his credits transferred to Curtin University, Australia after study of 2 years at LPU**



## Frequently Asked Questions (FAQ's)

### 1. What are the academic eligibility requirements?

The students should have good academic score in the first two years of their study. Minimum 6.5 CGPA with no backlogs and re-appears.

### 2. Is English Proficiency test required?

English Proficiency test would be subjective to University & Country you are applying to. The required score is 6.5 bands not less than 6 in each module in IELTS. In some cases partner Universities waive off the IELTS requirement. It is a subjective exemption.

### 3. Is SAT required for admission to foreign university for the undergraduate courses?

SAT is not required for the admission in the undergraduate courses at foreign university when a student is taking international transfer through LPU.

### 4. Is GMAT/GRE required under international Transfer to Foreign University in Masters?

These are the host foreign university requirements and would vary as per the course, program and country.

### 5. Are there any charges involved in the International Transfer?

The student has to pay the tuition fee of the overseas host university along with the visa application charges, travel expenses and the living expenses while studying at overseas host university.

### 6. When and how can I apply for an education loan?

LPU helps to get a conditional offer letter from Partner University. You can easily apply for an education loan with a conditional offer letter, as it is a conditional proof of acceptance.. The conditional offer letter is a document that you can provide as a supporting document in the bank while applying for Education loan.

### 7. What is Conditional offer letter?

Conditional offer letter is the letter issued by the overseas host university offering the admission to the student subject to conditions to fulfil. The conditions are mentioned on the letter and student has to fulfil those conditions in order to get acceptance or unconditional offer letter to apply for visa.

### 8. When can I apply for visa?

You can apply for visa once you receive the unconditional offer letter and you have all the necessary documentation in place as required by the visa issuing authority of the country you are applying to.

### 9. What is unconditional offer letter?

Unconditional offer letter is the final letter issued by the overseas host university when the student has met all the admission criteria of the overseas host university.

### 10. Would University be applying the visa on my behalf?

You would directly apply for the visa once you have procured the necessary documents. The Division of International Affairs at LPU would only help in procuring relevant documents pertaining to LPU to apply for visa.



**11. What kind of visa I would be getting?**

The student would get a student visa. For instance in USA the student will get F1 visa, In Canada the student will get S-1 visa, In UK the student will get Tier 4 visa, In Australia the student will get student (Subclass 500) visa.

**Can I do a part time job while studying at Foreign University?**

It will depend upon the rules and regulations of the country where you are going. Generally, you would be allowed to work on a student visa as per the law of the land. In most situations, the student can work 20 hours per week during the duration of their study.

**12. Is visa guaranteed?**

Visa is issued by the Embassy of the particular country after all the procedures are duly followed by the candidate. Thus, a successful visa is conditional to the visa granting authority and depends on the documents which are being presented by you at the time of the visa application.

**13. Can I go to the university which is not mentioned in the list provided on the website?**

International transfer is not allowed to go to the university which is not mentioned on the website. A request by the student can be considered if the student is taking transfer to an Ivy League/ top ranked university

**14. What happens if I do not meet LPU's eligibility criteria to take international transfer during the first two years of study at LPU?**

We will give you a choice to improve the grades in order to get transfer to the foreign university or you can continue here at LPU and complete the degree.

***Annexure I***

<b>S. No.</b>	<b>Programme</b>
1	B Tech Computer Science Engineering
2	B Tech Mechanical Engineering
3	B Tech Electronics & Communications Engineering
4	B Tech Civil Engineering
5	Bachelor of Business Administration
6	Bachelor of Commerce
7	Bachelor of Hotel Management and catering Technology
8	B Design (Fashion)
9	B. Sc. Information Technology
10	B.Tech. (Mechanical Engineering - Mechatronics)
11	B.Tech Biotechnology
12	B.A. (Culinary Arts)
13	MBA
14	M Tech Biotechnology

## Annexure II

S. No	Partner/Receiving University	Country	Eligible Programme
1	University of Lethbridge	Canada	B Tech Computer Science Engineering
2	Trent University	Canada	B Tech Computer Science Engineering B. Sc. Information Technology
3	Cape Breton University	Canada	Bachelor of Business Administration
4	Brock University	Canada	B Tech Computer Science Engineering B.Tech Biotechnology
5	South Alberta Institute of Technology (SAIT)	Canada	Bachelor of Business Administration
6	Heriot-watt University	UK	B Tech Computer Science Engineering Bachelor of Business Administration B Tech Mechanical Engineering
7	University of Huddersfield	UK	B Tech Computer Science Engineering B Tech Electronics & Communications Engineering B Tech Mechanical Engineering Bachelor of Hotel Management and catering Technology B.Tech. (Mechanical Engineering - Mechatronics)
8	University of Greenwich	UK	B Tech Electronics & Communications Engineering B Tech Mechanical Engineering
9	Nottingham Trent University	UK	Bachelor of Business Administration B Tech Mechanical Engineering
10	San Francisco State University	USA	B Tech Computer Science Engineering Bachelor of Business Administration
11	Northern Arizona University	USA	B Tech Computer Science Engineering B Tech Mechanical Engineering
12	University of North Alabama	USA	B Tech Computer Science Engineering Bachelor of Business Administration Bachelor of Hotel Management and catering Technology Master of Business Administration
13	California State University, San Bernardino	USA	B Tech Computer Science Engineering
14	Curtin University	Australia	B Tech Electronics & Communications Engineering B Tech Mechanical Engineering Bachelor of Business Administration B Tech Civil Engineering
15	Swinburne University	Australia	B Tech Computer Science Engineering B Tech Electronics & Communications Engineering B Tech Mechanical Engineering Bachelor of Business Administration B Tech Civil Engineering Bachelor of Commerce B.Tech. (Mechanical Engineering - Mechatronics)
16	University of Newcastle	Australia	Bachelor of Business Administration Bachelor of Commerce
17	James Cook University	Australia	Bachelor of Business Administration Bachelor of Commerce Bachelor of Hotel Management and catering Technology

			Master of Business Administration
18	La Trobe University	Australia	Bachelor of Commerce
			B Tech Civil Engineering
19	Victoria University of Wellington	New Zealand	Bachelor of Commerce
20	Massey University	New Zealand	B Tech Electronics & Communications Engineering
			B.Tech. (Mechanical Engineering - Mechatronics)
21	Lincoln University	New Zealand	Master of Business Administration
22	The University of Architecture, Civil Engineering & Geodesy (UACEG)	Bulgaria	B Tech Civil Engineering Integrated degree with International Exposure. Three years at LPU and two years at UACEG. Bachelor's degree from LPU and Master's degree from UACEG
23	Vytautas Magnus University	Lithuania	B.Tech Biotechnology
			M.Tech. Biotechnology
24	University of Nantes	France	<b>B Tech Civil Engineering</b> Integrated degree with International Exposure. Three years at LPU and two years at University of Nantes. Bachelor's degree from LPU and Master's degree from University of Nantes
			<b>B Tech Electronics &amp; Communications Engineering</b> Integrated degree with International Exposure. Three years at LPU and two years at University of Nantes. Bachelor's degree from LPU and Master's degree from University of Nantes
			<b>B Tech Computer Science Engineering</b> Integrated degree with International Exposure. Three years at LPU and two years at University of Nantes. Bachelor's degree from LPU and Master's degree from University of Nantes
			<b>B Tech Mechanical Engineering</b> Integrated degree with International Exposure. Three years at LPU and two years at University of Nantes. Bachelor's degree from LPU and Master's degree from University of Nantes
25	Deakin University	Australia	B. Sc. Information Technology
			B Tech Computer Science Engineering
26	Rowan University	USA	B Tech Computer Science Engineering
27	University of Newcastle	USA	B Tech Computer Science Engineering
28	University of La Verne	USA	Master of Business Administration
29	Claremont Graduate University (Drucker School of Management)	USA	Master of Business Administration