

RULES FOR VISITING STUDENTS REGISTRATION

The attached form is for students registered for a degree in another academic institution in India or abroad and visiting the institute for a specific duration and purpose of study.

These visiting students would be governed by the following rules and regulations

- a. A Visiting Student is a student registered for a degree in a recognized Institute/University in India or abroad who is officially sponsored by that Institute/University to carry out research or to avail himself laboratory or other academic facilities at IIT Delhi for a period not exceeding six months. In the case of a student who is not Indian National or Indian citizen, admission as a Visiting Student is subject to approval of the Govt. of India regarding his joining IIT Delhi.
- b. Head of the Department/Centre may receive such official requests for the provision of Institute facilities and admit such a visiting student after due sanction from the Dean, PGS&R.
- c. After Dean's approval, the sponsoring Institute concerned may be informed of this decision and the office given the necessary instructions for temporary registration of the student. The visiting students admitted for the PG courses/projects at the Institute will be charged fees on pro-rata basis as under:

Indian national: (i) Rs.5000/- Registration fee (fixed),(ii) Rs.3000/- per credit. A project of 6 months duration will be considered equivalent to 12 credits. The fee for a 6 months project will be charged Rs.36,000/- (to be charged on pro-rata basis); (iii) Security Rs.5000/- (refundable).

- d. **Foreign national:** Self-financed foreign national registered as a Visiting Student will be required to pay US\$ 2000 (US\$ 1000 for students from SAARC countries). In case registration is required for a shorter duration, it would be at the rate of US\$ 350 p.m. (US\$ 175 p.m. for students from SAARC countries).
- e. All visiting students attending courses must appear in all the tests as per the norms for regular students and also submit all class assignments. He/She will be required to go through the same rigor in the course as any regular student of IITD. Based on the performance he/she will be awarded certificate of satisfactory completion of the course with grade NP (Audit Pass) or NF (Audit Fail) as the case may be.
- f. The student so admitted must be governed by the Institute rules and regulations as pertaining to regular Institute students of his/her academic level, with the exception that it should not be obligatory on the part of the student to reside in the Institute.
- g. If a visiting student desires hostel and messing facilities of IIT Delhi, he/she must get written approval of the Dean of Students who will give necessary instructions for his/her admission to the hostel. In the event the student concerned resides in a hostel, he/she would be required to pay hostel accommodation charges and other hostel charges as applicable to Institute students of corresponding level.
- h. The Research Fellows sponsored by CSIR and other such bodies are not to be regarded as visiting students. They should duly register with the Institute office and should be regarded as Institute scholars for all administrative and academic purposes.
- i. The students coming to IIT Delhi to carry out research or to avail academic facilities at the Institute under the various agreements entered into with Universities/Institutions, will be considered as exchange students. In the event the provision with regard to the terms & conditions of such exchange students as laid down in the respective Memorandum of Understanding vary with the provisions in Institute Rules on 'provision of facilities to visiting students', the provisions in the Memorandum of Understanding will have over-riding effect.

VISITING STUDENT APPLICATION FORM
(For Students Registered for Degree Programmes in Other Universities)

1.	Name	
2.	E-mail	
3.	Programme Registered	
4.	University	
5.	Contact Address	
6.	Start date and duration of visiting student registration (Limited to a max. of 6 months)	
7.	Request letter from Institution enclosed (required)	YES/NO

Candidate's Signature and date:

Mobile No.:

8.	Faculty Supervisor at IIT Delhi (Name & Signature)	
9.	Deptt./Centre	
10.	HOD's recommendation & Signature	

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Payment can be made by Demand Draft drawn in favor of **Registrar, IIT Delhi** or by Bank Challan at SBI/Canara Bank, IT Delhi.

For Office Use Only

11.	Candidate's Entry No.	PG-VISITING STUDENT/_____	
12.		Checked	
	DR/AR (Academics)	Supdt./AAO(Academics)	Dealing Asstt.
13.	Dean (PGS&R) Approval & Date	YES/NO	Signature:
			Date:
14.	Payment Details Fee to be paid: Security Deposit:	D.D. No. _____ Date : _____ Or Bank Challan No. _____ Date : _____	
15.	Checked & Verified		
16.	Number & Date of issue of Certificate	Supdt. /AAO(Academics)	