



Application & Admission Process

Downloaded and filled applications with all enclosures to be sent to the below email ids: director.admissions@vmu.edu.in & dydirector.ir@vmu.edu.in

- Last date for receipt of filled in applications: 30th June of Year of Admission.
- Application must be submitted only under Foreign / NRI / NRI sponsored category are exempted from appearing University Entrance Examination for the programmes governed under University regulations unless otherwise specified. However the University reserves the right to conduct an online Interview where deemed necessary.
- Candidates should send the photocopy of their high school transcripts of grades and other credentials only. **(Please do not send original certificates at this stage). All original certificates will be verified and accepted only at the time of admission**
- If any candidate is in the middle of 12th grade, the transcripts should include all the courses taken as of the date of sending the application. The final original transcripts and the High School Diploma have to be submitted at this Deemed University on the day of admission
- In case, any additional information or any documents are required from the candidates, the Director Admissions will contact the candidates concerned through e-mail.

Selection processes

Programmes under Faculty of Engineering & Technology, Faculty of Nursing, Faculty of Management, Faculty of Pharmacy, Faculty of Physiotherapy, Faculty of Allied Health Sciences Faculty of Rehabilitation and Behavioral Sciences, Faculty of Arts & Science, Faculty of Law, Faculty of Inter Disciplinary Studies

- Admissions to Undergraduate / Post Graduate Programmes for Foreign / NRI /NRI sponsored categories shall be processed on first-cum first served merit basis subject to :
 - Meeting the programme-specific eligibility criteria as prescribed by the relevant regulatory or statutory bodies.
 - Academic performance in the Qualifying Examination.
- For Programmes governed by Statutory or regulatory councils such as PCI /INC/ AICTE / RCI/ NCAHP, etc. allocation of seats under Foreign / NRI /NRI sponsored categories shall strictly adhere to the stipulations, Norms and regulations prescribed by the respective councils.
- Seat allocation for Foreign / NRI /NRI sponsored candidates for other programmes under University regulation is determined annually.
- Candidates with foreign Qualifications must submit equivalency certificate from the UGC Equivalence Portal <https://equivalence.ugc.ac.in>



- All the eligible applications, program-wise on merit will be considered by the Admission Monitoring Committee of VMRF (DU) and 'provisional allotment letter' will be sent to the candidates by Email.
- Those students who receive the letter of provisional allotment will be required to pay the first-year tuition fee on or before the date stipulated in the said letter of provisional allotment failing which their provisional allotment will stand cancelled and the seat would be offered to other applicants.
- The tuition fee payment should be made by means of electronic transfer as per the details given in the provisional allotment letter.
- Remittance of fee by NRI candidates shall be subject to the applicable statutory rules and regulations on foreign exchange, including guidelines of the Reserve Bank of India
- The subsequent years of tuition fee are paid in the month of May of the succeeding years.
- Mere receipt of the provisional allotment letter shall not entitle admission to a candidate unless he/she completes or has successfully completed the 12th Grade in an accredited high school and satisfies all requirements stipulated for admission and submits documentary proof in original at the time of admission for verification.
- After receipt of tuition fees and other applicable fees within stipulated date and submission of original certificates university will issue provisional admission letter
- The candidate must ensure compliance with eligibility requirements for the programme. Any admission obtained on the basis of false, incorrect or suppressed information shall be cancelled without notice and all fees paid shall be forfeited.

In addition to the Tuition fees, the candidates have to pay the following fee, at the time of admission:-

University Registration Fee (one time)	USD 50
Health Insurance (every year)	USD 50

University examination fee, as may be prescribed by this Deemed University for the respective programs as per schedule to be notified to University and exam fees to be paid at the time of notification



DOCUMENTS TO BE ENCLOSED

Candidates with Foreign qualifications must submit an equivalency certificate from the University Grants Commission of India (UGC), New Delhi, as per programme requirements.

Refer :- <https://equivalence.ugc.ac.in/>

Candidates applying for admission to Engineering & Technology, Nursing, Pharmacy, Physiotherapy, Allied Health Sciences, Rehabilitation and Behavioral Sciences, Arts & Science, Law, Inter Disciplinary Studies under NRI/NRI Sponsored/International Category should enclose photocopy of the following documents along with application.

(Originals will have to be produced at the time of final admission produced at the time of final admission)

For UG Programmes:

- i) 10th and 12th Grade Mark Statement/Transcripts
- (ii) 12th Grade Diploma Certificate (For Diploma/GCE Level)
- (iii) Transfer Certificate
- (iv) Conduct Certificate
- (v) Migration Certificate
- (vi) Birth Certificate for proof of age
- (vii) Certificate from the concerned authority to show that the high school (in which the Candidate has studied) has been accredited by the State/Country concerned.
- (viii) Numerical Conversion of grade etc.
- (ix) Equivalency certificate from UGC for qualifying Examinations.
- (x) First page of the Passport containing the photograph of the candidate and also the VISA/PIO Card/OCI Card., if any
- (xi) Additional documents to be attached by the 'NRI Sponsored' Candidates
With the application as mentioned below



For PG Programmes:

- I. 10th and 12th Grade Mark Statement/Transcripts
- II. 12th Grade Diploma Certificate (For Diploma/GCE Level)
- III. Degree Mark Sheets (All Year / All Semesters)
- IV. Degree / Provisional Certificate
- V. Transfer Certificate
- VI. Conduct Certificate
- VII. Migration Certificate
- VIII. Birth Certificate for proof of age
- IX. Certificate from the concerned authority to show that the high school (in which the Candidate has studied) has been accredited by the State/Country concerned. Numerical Conversion of grade etc.
- X. Equivalency certificate from UGC for qualifying Examinations.
- XI. First page of the Passport containing the photograph of the candidate and also the VISA/PIO Card/OCI Card., if any
- XII. Additional documents to be attached by the 'NRI Sponsored' Candidates with the application as mentioned below

Additional documents to be attached by the 'NRI Sponsored' Candidates with the application

- i) Notarized affidavit of the Sponsorer who is a NRI stating that the candidate is his / her relative (mentioning exact relationship) and that the Sponsorer has already extended financial support to the candidate to pursue his/her studies and that the Sponsorer agrees to sponsor the entire fee for the undergraduate /Postgraduate course/program to which the candidate has now applied for:
- ii) A certificate issued by the Indian Embassy to the Sponsorer certifying the Sponsorer's status as a NRI, and indicating his/her employment/occupation details including annual income;
- ii) A copy of the Passport and Visa of the Sponsorer;
- iv) Certificate issued by any Gazetted Officer of State/Central Government stating the relationship of the NRI Sponsorer with the candidate
- v) Copy of a NRE (Non-Resident External) Bank Account Pass Book of NRI Sponsorer



VISA AND IMMIGRATION REQUIREMENTS

- I. On receipt of the 1st installment fee, the NRI/NRI Sponsored/International candidates will be issued a “letter of ‘provisional admission’ within a week and the students are advised to approach the respective Indian Consulate for student’s visa immediately. For any NRI student, getting a student visa for studies in Vinayaka Mission’s Research Foundation (Deemed to be University) would not be a problem. NRI students are advised to obtain and bring the Overseas Citizenship of India (OCI) card. This gives a number of privileges for students to come in and go out of the country any number of times with ease.
- II. The NRI/NRI Sponsored/International candidates are required to comply with all immigration norms specified by the authorities of the Government of India in regard to admission in educational institutions and Stay in India. They are advised to visit www.indianfrro.gov.in to know the latest updates. During their study period also, they are advised to visit the website frequently.
- III. The University office will provide the necessary assistance in this regard the NRI/ foreign students and may contact: director.admissions@vmu.edu.in
Ph. No. 0427-2579700
Mobile No.: 8248480352

COMMENCEMENT OF CLASSES

- Classes for the first year of study would usually around 2nd week of August. Intimation will be sent to all students informing the exact date of commencement well in advance through email to enable them to plan their travel.
- On arrival at the Institution, all students will first report to the Head of Institutions who will help the new students to familiarize with all formalities and also to assign hostel accommodation. There will be a short orientation program to help the students to get to know the faculty, staff and the academic administration system.
- All new students will have to show evidence that he/she has received all the immunizations as necessary. An authorized medical officer at VMRF(DU) will conduct a basic health check-up on all students and those who are found medically fit will only be eligible for admission.
- The NRI/NRI sponsored/Foreign students shall be required to comply with the requirements prescribed by the respective statutory professional Councils in India, in relation to the programs to which they are admitted



STUDENT SUPPORT SERVICES

The **International Relations Office** provides services like issue of Bonafide Certificates, Address Proof Certificate for opening Bank Account, Concession form for Railway & Airways travel etc through the students section of the Deemed University. In this regard, International Relations Office would guide the students.

Contact details are:

Mr. Sandeep Samala

Deputy-Director (International Relations)

Mobile: +91 8686950532

E-Mail : dydirector.ir@vmu.edu.in

CHANGE OF DATE OF BIRTH

The date of birth of the students entered in the school records and submitted to the Deemed University at the time of admission, shall be taken as final proof and no subsequent request for change of date of birth will be entertained by the Deemed University, under any circumstances, either during the course of study or after the completion of such study. Every student shall give an undertaking to this effect duly countersigned by his/her parent or guardian, at the time of admission.

CONSEQUENCES OF NON PAYMENT OF TUITION AND OTHER FEES IN TIME

- In the event of non-payment of tuition fees and other specified fees, even after the expiry of the prescribed period along with penalty, the name of the concerned student will be removed from the attendance register, irrespective of the stage of study. Upon such removal, the student will not be permitted to avail any privileges of the program to which he/she was admitted, including attending classes or practical's, accessing the library or any other facilities provided on the college/Deemed University campus, or obtaining any certificates such as those required for concessions.
- In the event of removal of the name of a student from the Attendance Register, Re-admission fee, as prescribed by the Deemed University, will have to be paid by the student concerned when he/she is permitted by the authority concerned to make payment of all the unpaid fees due to the Deemed University (i.e., tuition fee and other fee along with the specified penalty).
- Similarly, examination fee, as prescribed and notified from time to time, shall be paid on or before the due date. Any delay in payment will attract penalty as specified. If any student fails to remit the examination fee even after lapse of the period specified for payment with penalty, such student will not be issued Hall Ticket for the University examination(s) and debarred from appearing for the University examination(s).
- All the fees, once paid to this Deemed University account, will not be refunded or adjusted for any other purpose, under any circumstances.



RULES ON DISCONTINUANCE FROM THE PROGRAM OF STUDY

- Where any student applies for discontinuance, or without any application discontinues on his/her own, from the program to which he/she has been admitted to, for any reason, either after the cut-off date prescribed by the statutory authorities for admission to the first year of the program concerned or where the seat is rendered vacant without having any chance of being filled up with any other candidate, such students will have to remit the tuition fee and other applicable fees for the „Entire/remaining program period“. Unless and until payment of all the prescribed fee for the entire/remaining program period is made to the Deemed University account, such student shall not be entitled to any certificate including transfer certificate, mark sheets etc., to be issued by the Deemed University and to get back his/her original certificates deposited with the Deemed University at the time of admission.
- All students and parent will be required to furnish a declaration agreeing to the above said conditions at the time of admission.

Vinayaka Mission's Research Foundation (Deemed to be University) thanks the parents / candidates for their interest shown in the institution. Please direct all your enquiries regarding admissions to:

Director-Admissions,
Vinayaka Mission's Research Foundation,
(Deemed to be University)
Sankari Main Road (NH-47),
Salem - 636 308
Ph:+91-427-2529700
Mobile : +91 8248480352 / +91 8686950532
E-mail – director.admissions@vmu.edu.in, dydirector.ir@vmu.edu.in