



REVA
UNIVERSITY

Bengaluru, India

SWAMI VIVEKANANDA BLOCK

REVA UNIVERSITY INTERNATIONAL STUDENT POLICY

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REVA UNIVERSITY INTERNATIONAL STUDENT POLICY

Purpose

The purpose of this Policy is to ensure awareness of the legislative requirements that accompany the enrolment of international students. It also highlights the critical responsibilities about the adequate care and support of international students. This Policy will be deemed to be incorporated into each Contract of Enrolment.

Scope

Tuition fees

This policy applies to all REVA University International students.

This policy is not intended to be a substitute for the legislative requirements and in the event of any conflict between this policy and a statute, the terms of the relevant statute will prevail. If any relevant statute is amended following the date of publication of this policy and such an amendment imposes more onerous obligations on the University, then this summary and the relevant Contract of Enrolment will be deemed to be amended accordingly. Refund will be provided according to the university regulations.

Responsibility

Implementation and operation of this policy are the responsibility of:

- All top management, directors, students, and stakeholders of REVA University

Policy Statements

1. Cultural benefits

REVA University recognises the benefits of attracting international students in enhancing the cultural richness of and helping to create an environment of cultural awareness and sensitivity.

2. Contract of Enrolment

3.1. As required by the Code of Practice, REVA University enters a written contract of enrolment with each international student that entitles the student to receive educational instruction from that College (the Contract of Enrolment). The Contract of Enrolment must be fair and reasonable and include the minimum information and terms described in the Code including but not limited to the following information (which is incorporated by reference into each Contract of Enrolment) setting out the circumstances under which a student's conduct may be in breach of the contract and the types of disciplinary action the College might take and the procedure that will be followed. College may take appropriate disciplinary action.

3.2. REVA University may take appropriate disciplinary action in response to the conduct or behaviour of a student. Appropriate disciplinary action includes standing down, suspending, or excluding the student and terminating the Contract of Enrolment.

3.3. REVA University may take appropriate disciplinary action, whether the conduct or behaviour occurred while the student was under the supervision or control of the College, if satisfied on reasonable grounds that:

3.3.1. the student's gross misconduct or continual disobedience is a harmful or dangerous example to other students at the College;

3.3.2. because of the student's conduct or behaviour, it is likely that the student, or other students at the College, will be seriously harmed if the student is not stood down or suspended or excluded as the case may require.

3.3.3. the student is in breach of the University Rules and/or Code of Conduct, Accommodation Rules, residential caregiver agreement or the Contract of Enrolment (each as amended from time to time), and one or more of the following applies:

3.3.3.1. the breach or breaches would constitute an ongoing risk to the student's education, health, safety, wellbeing, or personal welfare for which the College is responsible under the Code of Practice.

3.3.3.2. the breach or breaches would constitute an ongoing risk to another person's education, health, safety, wellbeing, or personal welfare.

3.4. If the student is stood down or suspended, the University will take all reasonable steps to ensure that the student has the guidance and counselling that are reasonable and practicable in all the circumstances of the standdown or suspension.

3.8. If a student's suspension is subject to conditions, the University will take all reasonable steps to ensure that the student is provided with an appropriate educational programme that will, as far as practicable, be designed to facilitate the student's return to the University and minimise the educational disadvantages that occur from absence from the University.

4. Student Visas

4.1. REVA University will assist new students and current students to apply for a student visa.

4.2. International students must provide a copy of the visa in their passport or a copy of their e-Visa. If they are attending a course of less than three months' duration they must provide a copy of their visitor's visa, or if the course is over three months, they must hold a student visa, which names the College and the programme of study.

4.3. A student cannot attend, receive instruction, or attend a college or external examinations when their visa has expired.

4.4. REVA University will monitor and support the conditions under which an international student obtains a student visa via Immigration India.

4.5. Where an Offer of Place is withdrawn in accordance with tuition fees may be refundable in accordance with the refund policy in the Contract of Enrolment.

5. Medical/Travel Insurance

5.1. Medical and travel insurance is compulsory for international students.

5.2. Students are required under the Code of Practice to have approved insurance from the time they depart their home country and until they return home.

5.3. Students who travel outside India as part of their educational instruction must have insurance that covers that travel.

6. Student Fees

6.1. The tuition and other fees for international students are reviewed annually and set at a level which ensures that international students attending REVA University are not subsidised by domestic students.

6.2. International student tuition and other fees are with the admission office and clearly mentioned before the admission takes place.

7. Refunds

7.1. Any tuition fee refunds are payable only in accordance with the refund policy set out in the Contract of Enrolment, which forms part of the REVA University International Students Application Form (provided to students as part of the orientation programme).

7.2. Approved refunds will only be made to the country or account the funds were received from.

8. Programme Commencement

8.1. All international students must arrive in India prior to the classes' commencement date.

8.2. Where, due to extenuating circumstances, the student is not able to arrive on time they may, with the permission of the College Senior Management and Head of International Admissions, commence late.

8.3. Enrolment confirmation letter will be issued once all fees have been paid and all other enrolment requirements have been met sets out the last day a student may commence a programme of study.

8.4. Students who cannot commence within the agreed times may be offered an alternative pathway at additional cost; otherwise, they will need to delay their commencement to the next published starting date.

8.5. All variations to the commencement date and subsequent late starting date can only be approved by College Senior Management and the Head of International Admissions.

8.6. Where an international student commences their programme of study late, REVA University does not undertake to provide additional assistance for them to catch up on those parts of the course they have been absent for.

9. Accommodation

9.1. REVA University understands that it is essential to provide international students with an appropriate hostel to study with peace of mind. It is also important that parents are given some assurance that their child is well cared for and happy in Bengaluru.



Dr P. Visweswara Rao

Director, IRRC



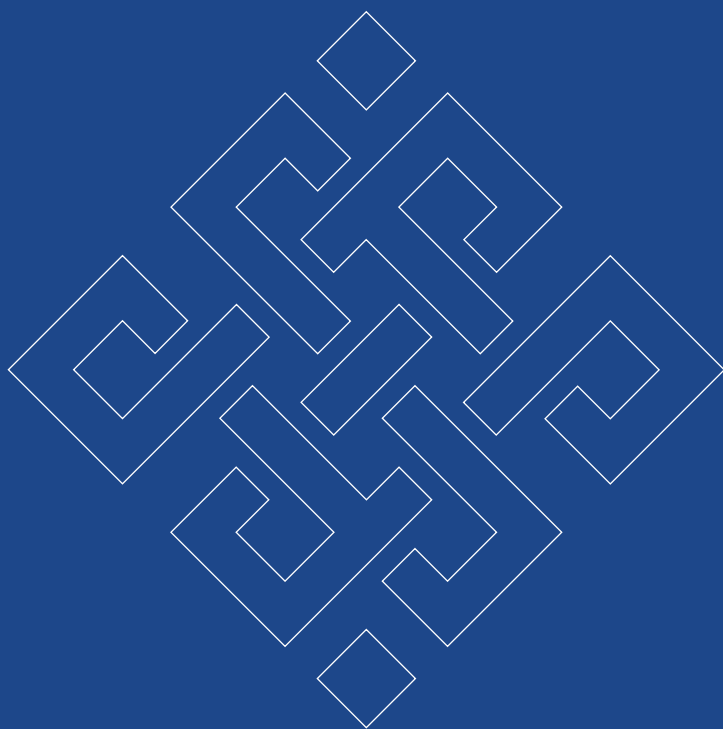
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