

 **Rajagiri Centre for Business Studies**

 **International Student Exchange Program**

Application for Admission

(Please mention: From date/month/year To date/month//year)

Part A: PERSONAL DETAILS

Title (Mr/Ms) Name Surname

Gender: Male / Female / Other [tick]

Recent photo

3.5 x 4.5

Date of Birth: ………………………………… Place of Birth: ………………………………………… Nationality……………………………….. …….Religion: …………………………………………...

Marital Status: …………………………………..Passport No.: ……………………………………

Email ID: ……………………………………… Tel No.: ……………………………………………………………..

Correspondence Address:

………………………………………………………………………………………………………………………………………

Person to Notify in Case of Emergency:

Name: …………………………………………………..

Relationship: …………………………..………email ID: ……………………………… Tel ……

Part B: EDUCATION

Home University in which you are enrolled

Current level of Study: Undergraduate Graduate

Expected Degree: ……………………………………………………… Major: …………………………………………..Minor:…………….. ………... Cumulative Grade Point Average (CGPA): ………………………Anticipated Date of Award: ………………………………………………………………….

Part C: LANGUAGE PROFICIENCY

Native Language: ………………………………………………………………………………………………………….

Other Language Proficiency: ……………………………………………………………………………………………………………………………

Part D: PROPOSED STUDY PLAN

Course(s) intended to study at Rajagiri Centre for Business Studies (maximum 7courses per Trimester)

|  |  |  |
| --- | --- | --- |
| Course ID | Course Title | Time |
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Part E: OTHER INFORMATION

Working Experience (if applicable)

|  |  |  |
| --- | --- | --- |
| Name of Company | Nature of Work | Duration |
|  |  |  |
|  |  |  |
|  |  |  |

DECLARATION

I authorize Rajagiri Centre for Business Studies to use my data to carry out checks on records of my studies. I declare that the information given in support of this application is accurate and complete, and understand that any misrepresentation will result disqualification of my application for admission and subsequent enrollment in Rajagiri. I understand that if admitted I am responsible for applying to the Foreigner Regional Registration Office (FRRO) via Rajagiri Office of International Relations for a Registration, if applicable, to stay in India for the entire period of study at Rajagiri. I give my consent for Rajagiri to release my official transcript of records to my home institution. I hereby also agree that I will actively participate in all the academic activities and evening lectures by Management associations, seminars, Panel Discussions etc… arranged on and off campus.

Signature: ……………………………………………………………… Date:………………………………………

(E-signature sufficient)

Rajagiri Centre for Business Studies

Agreement on Student Hostel Fee Payment for Exchange Students

I have applied to join Rajagiri Centre for Business Studies, Rajagiri Valley P.O, Kakkanad, Kochi, Kerala for a period of \_\_\_ months from date/month/year To date/month/year.

 [Tick & Fill the appropriate in the following]

I agree to pay an advance fee of US$ 400 to Rajagiri Centre for Business Studies on my arrival / before my arrival. I understand that this is a total of my monthly expense of US$ 300 and a refundable deposit of US$ 100. This amount paid in advance would be adjusted against my final dues. The amount will be transferred to the account given below. While transferring the amount I will make sure that the entire Bank transfer charges will be borne by myself so that the prescribed fee will get fully deposited in the Rajagiri account.

I also agree to pay the regular monthly fee before the 5th of every calendar month.

OR

 I agree to pay a total amount of US$………. that includes the expenses of my entire duration of stay in the hostel and the refundable deposit, on my arrival / before my arrival.

|  |  |
| --- | --- |
|  Account Name | Rajagiri International Institute for Education and Research |
| Account Number | 31502587054 |
| IFS Code                                            | SBIN0005387 |
| SWIFT Code | SBININBB601 |
| Bank | State Bank of India |
| Bank Branch Address | SME Branch, Ernakulam, 682011Cochin City, Kerala, INDIA |

……………………………………………………

(Signature)(E-signature sufficient)

Name : Home Institution: Email ID : Mailing address :

**Undertaking**

I, ………………………………………………… hereby declare that the information given by me in this Application Form is true to the best of my knowledge. I have read ‘Rajagiri International Guest House Policies’ very carefully and have understood their implications. I hereby undertake to abide by those rules and I agree to willingly undergo any disciplinary action in case I am found violating any of the regulations.

In case of any allergy/intolerance to any specific kind of food I will inform the responsible person of the Rajagiri International Guest House.