

Registration Requirements for Foreign National in FRRO (Foreign Regional Registration Offices)

Registration is required for:

As mentioned on website of “**BUREAU OF IMMIGRATION, Ministry of Home Affairs, Govt. of India**” link <http://boi.gov.in/content/registration-requirements-foreign-national> and concerned with the University, that every Foreigner visiting India on Student Visa(S) (including those coming for study of Yoga, Vedic Culture, Indian system of dance and Music), Research Visa(R), valid for more than 180 days is required to get himself / herself registered with concerned **FRRO** , within 14 days of his/her first arrival, irrespective of the duration of his / her stay. Even in other Visa types, if the Indian Visa has a stipulation/ observation/ Special endorsement for registration made by Indian Mission / Embassy on the Indian Visa for less than 180 days, the Foreigners are required to be registered

FORM-S (Foreign Students Information System) is used to capture information about foreign nationals admitted in Indian educational institutions. It is mandatory for all educational institutions in India admitting foreign students for various courses to register themselves first. After their user-id approved by the competent authority i.e. FRRO/ district FRO concerned, the said institution will be able to fill the details of foreign students in Form-S viz (Student Profile, Performance etc. in case of application for extension).

Documents required for the FSIS No.:

1. **S- Form & Bonafide Certificate** (Download from the website and duly filled in and signed & stamped by the concerned Authorities mentioned in the form)
2. Copy of the admission/registration folio
3. Passport copy
4. Visa copy

Submit S-Form & Bonafide Certificate along with required documents to the following Office

**Admission Branch-II,
Room No.20, Administrative Block, JNU
91-11-26738719
Email ID: admission_foreign@mail.jnu.ac.in**

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Note:

MODIFICATION OF STUDENT INFORMATION

- a) Passport Information can be updated
- b) Visa Information can be updated
- c) Personal Particulars & Profile cannot be changed after creating SFORM number.
- d) Provision has been given for modification of personal profile present/current SFORM of the student to be deleted and create fresh/new SFORM for the student

STUDENT EXIT

- a) Exit provision has been given with valid reason
- b) Exited student cannot be re-entered using same SFORM Number
- c) Fresh SFORM Number to be generated for old and exited student

PHOTO UPLOAD

- a) One time Student Photo upload provision has been given
- b) Photo alteration is not allowed
- c) Exited student photo cannot be uploaded
- d) Old student photo can be uploaded

ACADEMIC PERFORMANCE

- a) Detailed slot wise attendance monitoring is provided
- b) Underperform student is highlighted

BONAFIDE CERTIFICATE

- a) Uniform student bonafide format has been provided, bonafide may be printed in the Institution letter head

JAWAHARLAL NEHRU UNIVERSITY

ADMISSIONS BRANCH-II FOREIGN STUDENTS REGISTRATION FORM (FOR FSIS/FRRO PURPOSE)

(Marked with are Mandatory to fill)*

1. Whether Student has Valid Passport (Yes/No)*
2. Student Passport Number*
3. Student's Nationality*
4. Student Date of Birth*(**DD/MM/YYYY**)

Paste PHOTO here
and
send the soft copy of your photo to email id:
.....@mail.jnu.ac.in

STUDENT PERSONAL INFORMATION

5. Surname -----
6. Given Name* -----
7. Date Of Birth* -----
8. Gender * -----
9. Nationality* -----
10. Parent Name* -----
11. Parent Relation* -----
12. Address in India* -----
13. State* -----
14. City/District* -----
15. Pin code* -----
16. Student e-Mail Id* -----
17. Admission No. (Registration No. with Institution) *

18. Date of Joining in Institution* -----
19. Hostel Type(Day-scholar/Hosteller) * -----
20. Sponsoring Agency (Enter NA if there is no sponsoring Agency) *

PASSPORT DETAILS

- 21. Student Passport No. * -----
- 22. Passport issued Country* -----
- 23. Passport –Place of Issue* -----
- 24. Passport-Date of Issue* -----
- 25. Passport –Date of Expiry* -----

VISA DETAILS

In case of PIO/OCI card holder, please provide PIO/OCI card details

- 26. Indian Visa No. * -----
- 27. Indian Visa Issued Country* -----
- 28. Indian Visa –Place of issue* -----
- 29. Indian Visa –Date of issue* -----
- 30. Indian Visa-Date of Expiry* -----
- 31. Indian Visa Type* -----
- 32. Indian Visa Valid for* -----
- 33. Indian Visa-Purpose of Visit* -----

COURSE INFO

- 34. Course Name* -----
- 35. Whether Yearly (*Non-Semester/Semester wise/Short Term*)* -----
- 36. Course Duration From Date* -----
- 37. Course Duration To Date* -----
- 38. Fee Structure (*only consolidated amount of entire course work /No break-up is required*)* -----

This is to certify that the above information have been verified from the records and found correct.

**CHAIRPERSON
(WITH STAMP)**

**ADMINISTRATIVE OFFICER
(WITH STAMP)**

**DEAN
(WITH STAMP)**



जवाहरलाल नेहरु विविद्यालय
JAWAHARLAL NEHRU UNIVERSITY

नई दिल्ली-110067, भारत
New Delhi-110067, INDIA

Certificate No:-

Dated:-

BONAFIDE CERTIFICATE

Affix recent
passport size
photograph
duly attested
by the head of
the institution

This is to certify that Mr./Mrs./Miss. _____
of _____ national is a bonafide student of this Institution.
His/Her details are given below:-

Signature of candidate

1	Name of the Student:			
2	Date of Birth:		Sex	
3	Nationality:			
4	Father's/ Husband's Name:			
5	Passport No:			
6	Passport Issue Date:		Valid till	
7	Student Visa No.:			
	Visa Issue Date:		Valid till	
8	If applying for extension, date up to which extension recommended.			
9	Whether student visa issued is for this course and Institution. If no, whether permission of FRRO obtained for change of course/ Institution.			
10	Previous Residential Permit Validity:			
11	Previous Residential address in India:			
12	Name of the Course:			
13	Institution Registration No. of the Student:			
14	Name, email ID and Contact No. of undersigned recognizing authority of the Institution/ Course offered:			
15	Course Period:	From:	To:	
16	Year and semester of study:			
17	Attendance Percentage in figures (for extension only):			
18	Purpose of issue of certificate (Registration/ Extension/ Exit/ Return Visa/ Others):			
19	Foreign Students Information System (FSIS No.)			

**Signature of Dean/Chairperson
(with date and official seal)**