

SAMPLE ADMISSION OFFER

Dear Candidate

We are pleased to inform you that based on your performance in the Entrance Test; you have been selected for provisional admission to the *PhD programme in -----* at the South Asian University, *subject to your fulfilling the prescribed eligibility criteria.*

To confirm your admission, please follow the steps listed below:

1. Confirm immediately your acceptance of this admission offer by sending an email to admission2021@sau.int Give your **name**, the **programme you have applied for** and **Registration ID** in the subject line.
2. All PhD candidates (except from outside SAARC region) are exempted from paying tuition fee and are entitled to a living allowance of INR 25,000 provided they are not getting any other fellowship/salary from any other source. However, in order to secure a seat, the candidate must pay the admission fee of USD 100 or equivalent or INR 7,400 (Non-Refundable) together with the security deposit of USD 100 or equivalent or 7,400 (refundable) (total USD 200 or equivalent or INR 14,800) by **15 October 2021**. For mode of Payment, Refund Policy and other details, please see the attached guidelines.
3. Non-payment of the fee by **15 October 2021** will result in cancellation of the offer of admission.
4. You can pay the fee even if the result of your qualifying exam is awaited. If your final result makes you ineligible for admission, full fee paid including the admission fee will be refunded.
5. If at any stage it is found that you do not fulfil the prescribed minimum eligibility criteria, your admission will stand cancelled and the fee already paid will be forfeited.
6. Because of the Covid-19 pandemic, students are not being asked to report at the SAU campus in New Delhi this semester. The University will try to accommodate as many students as possible when the conditions are feasible and subject to the availability of space in the hostel. No accommodation can be provided for children/family members of the student. Details of hostel mess charges will be announced as applicable and are payable at the time of joining.
7. IN PERSON Registration will take place when students arrive at the SAU campus and all documents have been physically verified.
8. The applicable living allowance will be disbursed when the students will be asked to report to the campus and upon the completion of the in-person registration formalities and opening of bank accounts in a bank in India. However, the living allowance will be applicable w.e.f. from the date of initial registration or the beginning of the session which is 25th October 2021 whichever is later.
9. Online classes for this semester commence from 25 October 2021.
10. Please see the attached guidelines for various details.

Anwar Ul Haq
Deputy Registrar (Admission & Scholarships)
South Asian University

ADMISSIONS 2021

SOUTH ASIAN UNIVERSITY

(For Candidates from SAARC Countries)

Fee Structure and Payment

For Masters Students:

Admission Fee	USD 100 or INR 7,400
Security Deposit	USD 100 or INR 7,400
Semester Fee (per Semester)	USD 440 or INR 32,560
Students' Aid Fund per Semester	INR 50
Hostel Fee per Semester, if applicable	USD 60 or INR 4,440

- (a) At the time of accepting the admission offer, the candidates are required to pay Admission Fee, Security Deposit and Fee for the First Semester (a total of USD 640 or INR 47,360).
- (b) Students' Aid Fund and Hostel Fee, if applicable, is required to be paid at the time of registration at SAU.
- (c) For those candidates who are recipient of any Scholarship or Freeship, the Tuition Fee will be refunded.

For Ph.D. Students:

Admission Fee	USD 100 or INR 7,400
Security Deposit	USD 100 or INR 7,400
Students' Aid Fund per Semester	INR 50

- (a) At the time of accepting the admission offer, the candidates are required to pay Admission Fee and Security Deposit (a total of USD 200 or INR 14,800).
- (b) Students' Aid Fund is required to be paid at the time of registration at SAU.

Mode of Payment:

Any of the following methods can be used for payment of fee:

- (a) Through Visa/Master Debit/Credit Card by logging on to <http://payugw.sau.ac.in>
- (b) Through Net Banking by logging on to <http://payugw.sau.ac.int>
- (c) Through a bank Demand Draft drawn in favour of South Asian University, New Delhi, Payable at New Delhi
- (d) Through Bank Transfer. The details are the following:

• Name of the Account Holder:	South Asian University, New Delhi
• Name of the Bank:	State Bank of India
• Branch:	Old JNU Campus Branch New Delhi-110067
• Bank Account Number (For depositing INR):	30796569318
• Bank Account Number (For depositing USD):	31211853518
• IFSC Code:	SBIN0001624
• MICR Code:	110002056
• Branch Code:	01624
• Swift Code:	SBININBB548

Note: After making the payment, it is required to send the Payment Receipt / Screen shot of Payment Successful / UTR number by email at admission2021@sau.int mentioning your name, course applied for and registration number. In the absence of such confirmation, it will be difficult to track the payments made by you and the admission process may get delayed.

Refund Policy

- (a) If, after having paid the fees, a candidate withdraws from the programme up to ten days before the commencement of the Monsoon Semester, i.e., 15 October 2021, s/he will be eligible for refund of all deposits/fees paid after a deduction of USD 100.
- (b) Thereafter, if a candidate withdraws from the programme up to the commencement of the Monsoon Semester, i.e., 25 October 2021, s/he will be eligible for refund of all deposits/fees paid after a deduction of USD 200 for Masters students and USD 100 (security deposit) for Ph.D. students.
- (c) Candidates withdrawing after the commencement of the Monsoon Semester, i.e., after 25 October 2021 shall not be eligible for any refund of deposits/fees paid except security deposit.
- (d) In case of a candidate given admission pending the declaration of his/her result and if the candidate is unable to meet the admission criteria on declaration of the result, he/she will be entitled to refund of all deposits/fees paid without any deductions.
- (e) Refund will be processed after the admission registrations are completed or 15 November 2021 whichever is later.

Note: Refund Policy will be applicable irrespective of the date on which the admission has been offered. For example, if the admission is offered after 15 October 2021 then Clause (a) above will not be applicable and the refund will be processed as per (b), (c) or (d) as the case may be. All the refunds will be made as per the SAU norms.

Hostel and Mess

Due to the closure of all educational institutions in Delhi on account of COVID-19 pandemic, students are not being asked to report at the SAU campus. The university will inform the students as to when they are required to come to SAU for in-person classes. The University will try to accommodate students when the conditions in New Delhi become feasible and subject to the availability of space in the hostel. Each hostel room is 14 ft x 15 ft in size with an attached bathroom. Each room will be

shared by 3 students. Beds, tables and chairs will be provided. Hostel accommodation is NOT provided to spouse/children or other family members of the admitted students. Hostel will not be provided to students from Delhi and NCR. All students staying in the hostel will have to strictly adhere to hostel rules. Students must vacate the hostel immediately upon completion of their course and/or if they are disqualified from continuing the course.

Meal charges will be additional and have to be paid separately as per notification at the beginning of each semester.

Admission Registration Process

Admission/registration formalities must be completed IN PERSON at the South Asian University, Akbar Bhawan, Chanakyapuri, New Delhi-110021 when conditions allow students to report at the SAU campus. The students must carry the following documents in original along with a photocopy of each:

- (a) Recent passport size colour photographs (6 copies)
- (b) Matriculation / 10th class certificate showing the candidate's date of birth.
- (c) Matriculation / 10th class marks-sheet.
- (d) Senior School / 12th Class certificate.
- (e) Senior School / 12th Class marks sheet.
- (f) Bachelor's Degree or equivalent.
- (g) Bachelor's marks-sheet.
- (h) Master's Degree or equivalent (for Ph.D. students).
- (i) Master's marks-sheet (for Ph.D. students).
- (j) Copy of Aadhar Card/Voter ID/PAN Card/National ID card /Passport and Visa (if applicable).
- (k) Medical Fitness certificate in the attached format issued by a doctor from a Government hospital/Government recognized hospital, stating their capability to pursue their academic programme at SAU.
- (l) "Supplementary data Sheet" in the attached format.

Notes:

- (i) In case the final result of Bachelor's / Master's degree has not yet declared, the registration will be made provisionally.
- (i) Upon declaration of the final result of Bachelor's / Master's degree, if the final percentage of marks is lower than the minimum prescribed percentage of marks, the offer of admission shall be withdrawn and full fee will be refunded.
- (i) If the result is not announced by the beginning of the second Semester, the admission offer will stand withdrawn and full fees will be refunded. Please do not come up for registration till the result of your final qualifying exam is announced. Registration will not be permitted without your final marksheet/provisional pass certificate.

Visa Requirements

Foreign students who require Visa to come to SAU will be first required to pay the admission fee and send the receipt of payment at admission2021@sau.int mentioning your name, programme applied for and Entrance Test Registration ID in the subject line immediately. You will be issued an Admission Offer with your name and registration ID. Students may then approach the Indian Embassy/High Commission in their country along with a copy of this offer letter, and apply for Student VISA. Candidates from Bhutan and Nepal do not require a visa to enter India.

Covid-19 Guidelines

Presently, students are not being asked to report at the SAU campus. The university will welcome all the students physically as when the situation allows to do so. At that time, a complete guideline will be provided to you with regard to travel, vaccination and quarantine. You can also keep checking the university website for updates.



South Asian University

New Delhi

Supplementary Data Sheet

Academic Session 2021-22

PASTE HERE
FIRMLY YOUR
RECENT
COLOURED
PASSPORT SIZE
PHOTOGRAPH
DO NOT STAPLE

This Supplementary Data Sheet must be filled in BLOCK/CAPITAL letters.

Programme/Course for which you are enrolled: _____

Reg. Number:

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 (as printed on the Admit Card)

1. Full Name of the Applicant: _____

2. Residential Address: _____

3. Residential Tel. No(s): _____ **Email:** _____

4. Father's Name: _____

5. Father's Profession & Work Address: _____

Tel. No(s): _____ **Email:** _____

6. Mother's name: _____

5. Mother's Profession & Work Address: _____

Tel. No(s): _____ **Email:** _____

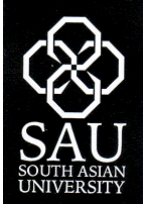
7. Father's / Mother's Residential Address (if different from Item 2): _____

8. Name & Address of Contact Person in case of Emergency: _____

Tel No(s): _____ **Email:** _____

I understand that if any part of the information furnished by me is found to be wrong at a later date, my admission to the South Asian University is liable to be cancelled.

Signature of the Candidate:.....**Date:**.....**Place:**.....



SOUTH ASIAN UNIVERSITY
AKBAR BHAWAN, CHANAKYA PURI
NEW DELHI – 110021, INDIA

MEDICAL FITNESS CERTIFICATE

(Section 1 must be filled by the candidate and Section 2 by a Registered Medical Officer)

Section 1

(Section 1 must be filled by the candidate)

I, Mr/Ms _____ aged _____
son/daughter of _____, resident of

_____,
declare that I am not suffering from any disease nor have I suffered from any chronic disease in the
past one year, except _____ for
which I am on medication since _____, but which will not be a
disqualification / hindrance for the academic programme I propose to pursue at the South Asian
University. I also certify that I am not suffering from any kind of communicable disease.

Signature of Candidate and date

Signature of Parent & Date

Section 2

(Section 2 must be filled by a Registered Medical Officer)

I, Dr. _____ after a thorough examination of
Mr/Ms _____, on this date _____ certify
that he/she is fit to pursue the academic programme at the South Asian University, New Delhi for
which he/she is enrolled. I also declare that he/she is medically and physically fit to join the course,
and whatever he/she has declared above is true to the best of my knowledge.

**Signature of Medical Officer
with Reg. No. & Stamp**

Place: _____

Date: _____



South Asian University

Akbar Bhawan, Chanakyapuri,
New Delhi - 110021

DECLARATION FORM FOR SCHOLARSHIP / FELLOWSHIP FOR PhD STUDENT/STUDY LEAVE

1. Name :- _____
2. Date of Registration :- __ / __ / 20 __
3. Course :- _____
4. Registration/Enrollment No:- SAU / __ __ (P) / 20 __ / __
5. Country :- _____
6. Have you been awarded any scholarship/fellowship from any source? Yes/No

6. (a) If yes, provide the following details:

Name of Scholarship / Fellowship awarded – UGC CSIR .
(Please tick the correct one)

DBT ICMR Visvesvaraya DST Inspire

Any Other →Please Specify Here _____

6. (b) Details of fellowship: -

Amount of fellowship _____ (In US \$)

Date of award:- __ / __ / 20 __ Date of activation of fellowship:- __ / __ / 20 __

Duration of fellowship: __ years Date of termination:- __ / __ / 20 __

(Please attach a copy of the awarded Scholarship/Fellowship/Grant)

OR

I hereby declare that I am not receiving any of the above fellowship and that I am eligible for the SAU Doctoral fellowship as per the rules of the SAU.

6. (c) Details of leave and salary: -

Are you working?: Yes/No

If yes, name or address of organization: _____

Have you obtained leave to study full-time at SAU? Yes/ No

If yes, please provide the details of leave and salary during leave(*please attach the copy of office order*) _____

7. I hereby declare that I will immediately inform my department/faculty and DR (Admission/Scholarship) in case

- I am awarded any fellowship / scholarship / grant during my studies in SAU.

8. I hereby declare that all the facts stated above are true to my best knowledge and belief.

Date: - __ / __ / 20 __

Signature:- _____

Place: - New Delhi

Full Name: - _____

Address: - _____

Mobile no: - _____

Email: - _____

Copy to:

- 1. Dean /Chairperson, Concerned Faculty / Department**
- 2. Deputy Registrar (Admissions & Scholarships)**