



**KMCT**  
DENTAL COLLEGE

## **GUIDELINES FOR INTERNATIONAL STUDENTS**

### **HOUSING AND ACCOMMODATION**

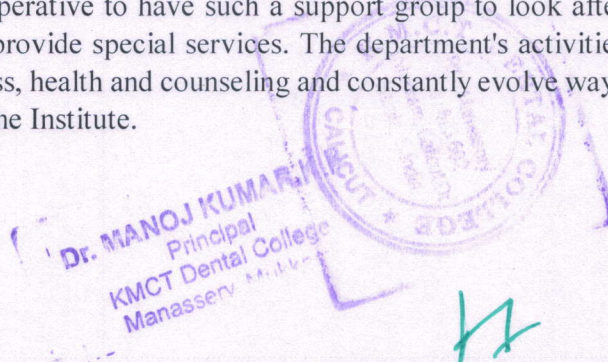
Hostel accommodation is available for all students. The hostel provides a cot, a mattress, a study table, a chair and a cupboard for each student. Every hostel has uninterrupted electricity, water cooler with aqua guard filters, common TV Room, common reading room, etc. You will have to bring your own soft furnishings and linen. Attached bathrooms are provided for some rooms. No student should stay away from his/her room during the night except with prior written permission of the Warden. Students are requested to avoid singing aloud, shouting or making all types of noises that is likely to distract the attention of those who may be studying in their rooms or hostel libraries. Pets of all kinds are prohibited inside the hostel. Any damage caused to hostel property will be charged to the occupants of the room/block with a fine. Cooking in hostel rooms is not permitted.

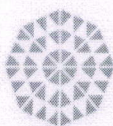
### **SECURITY ON CAMPUS**

KMCT dental college is a secured campus. Complete safety and security is ensured by the Block Supervisors, Warden and Chief Warden (inside the Hostels) and by the Security Staff and Chief Security Officer (in and on the Campus). At KMCT dental college, all students are expected to abide by the rules and regulations of the Institute and the code of conduct as applicable to Indian Students doing the same course. Any act within the campus that may violate or spoil the academic atmosphere in the Institute will not be appreciated and the student found guilty of such offence will be dismissed and sent back to their country without any cost to the Institute.

### **STUDENT AFFAIRS**

The Department of Student Affairs looks after the welfare of the students. With about 18,000 students studying in the Institute, it is imperative to have such a support group to look after their interests outside the classroom and provide special services. The department's activities cover wide areas such as guidance, wellness, health and counseling and constantly evolve ways to support and foster students' interest in the Institute.





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General instructions for students on campus:

Anti Ragging - Jul 2015

Health Instructions - Jul 2015

Safety Instruction - Jul 2015

### STUDENT CLINICS

Student Health Clinics are made available to students for Non-Accident and Non-Emergency cases. With prior appointment students can avail medical aid at this clinic located at the floor of KMCT Medical college Hospital.

#### Contact information:

Dr. Santhosh V.C

Dr. Anish Varkey

Student Welfare

Email:

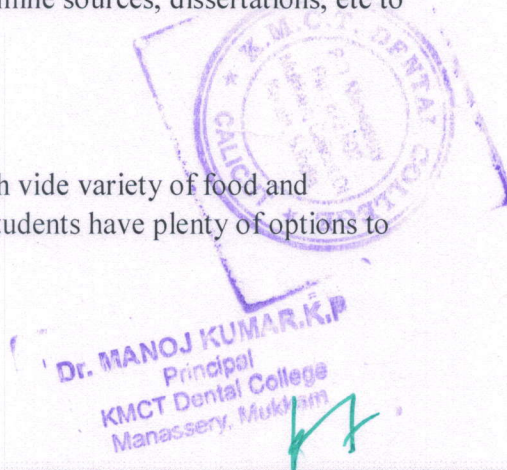
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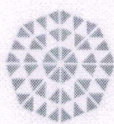
### LIBRARY

KMCT dental college has one of the best libraries in Kerala. The institute always strives to provide the latest and best collection of books, journals, online sources, dissertations, etc to the students for course work and research.

### CANTEEN

College Food Courts / Canteen are located on campus with wide variety of food and beverages made available on campus. Apart from these, students have plenty of options to taste different cuisines at the local hotels.





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## INTERNET

KMCT dental college Campus is equipped with excellent IT infrastructure. The campus is completely wired through Optic Fibre Cable with Wi-Fi at most of the locations including hostels.

## SPORTS FACILITIES

All the sports activities at KMCT dental college are conducted under the supervision of the Institution Sports Council. Indoor sports complex is a new attraction at Institute. The Indoor sports complex comes with 2 badminton courts , gymnasium and cricket pitch .

## TRANSPORTATION

Arrangements for pick up and drop will be arranged from respective hostel/residences based on request.

## IDENTITY CARD

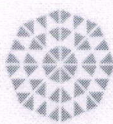
Each student is issued an ID card.

## DRESS CODE

While we respect the dressing norms of different societies and culture, we also expect the students to adhere to a befitting dress code while visiting the KMCT dental college, attending the college for lectures/practicals/library/labs/examinations and at the Institute's formal functions.

The dress code is applicable to all students on campus – Undergraduates, Post graduates and Interns , all are expected to wear their respective uniform during working hours , hence we seek your cooperation in abiding to these regulations.

Dr. MANOJ KUMAR.K.P  
Principal  
KMCT Dental College  
Manassery, Mukkam



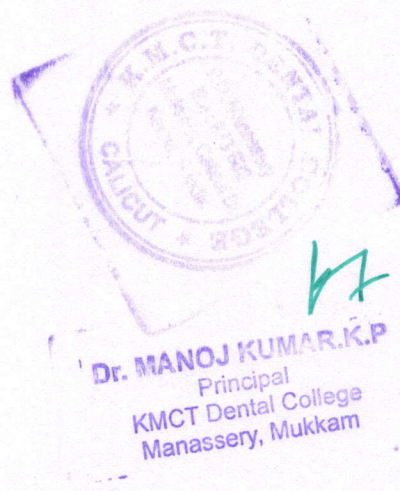
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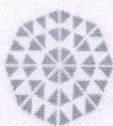
## VISA REQUIREMENTS

Foreign national has to have a valid Student Visa. Tourist visa is not acceptable. Student/s should mandatorily apply for 'student' visa OR 'X' visa with special endorsement mentioning the purpose of visit. Students visiting on 'tourist' visa will not be entertained. The college has every right to withdraw the internship if the student comes on a tourist visa.

If the Student Visa expires during the course of their study, then such students have to apply for extension of visa at the Foreigners' Regional Registration Office (FRRO) at Trivandrum at least 60 days prior to its expiry.

Foreign nationals should also renew their RC and RP at the FRRO's office at Trivandrum as and when it expires or if they come with a new student visa. They should also carry the document every time they travel to their country as this will have to be produced at the Immigration Counter in India before departure.





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**GUIDELINES FOR ADMISSIONS OF INTERNATIONAL STUDENTS  
(FOREIGN /International/ Non Resident Indian (NRI) students) at KMCT Dental  
College**

Rules framed by University Grants Commission (UGC) and notified in its website [www.ugc.ac.in](http://www.ugc.ac.in) will be followed for deciding the eligibility and admissions of International students to various courses offered in KMCT Dental college .

KMCT Dental college has set up an 'International Students Cell' to deal with admission and guidance of international students. This Cell will control the admission of the international students and provide necessary guidance for securing admission. All letters relating to international students will be addressed to Administrative officer of KMCT Dental college

**1.1 Guidelines for admission of Foreign/International Students**

As per guidelines, 'International Students' will include the following:

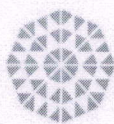
i) **Foreign Students:** Students holding passports issued by foreign countries and people of Indian origin who have acquired the nationality of foreign countries are included as foreign students.

ii) **Non Residents Indians (NRI):** Only those non resident Indian Students who have studied and passed the qualifying examinations from schools or colleges in foreign countries will be included as international students. This will include the students studying in the schools or colleges situated in foreign countries even if they are affiliated to Boards of Secondary Education or Universities located in India, but will not include students studying in those schools or colleges (situated in India) and affiliated to the Boards of Secondary Education or Universities of the foreign countries.

Students passing the qualifying examinations from Boards or Universities located in foreign countries as external students and dependents of NRI studying in India will not be included as International students. Entry level status of International students on entry to the country will be maintained, i.e., if the applicant entered the country through a student visa, it will remain the same throughout the duration of the course. The applicant cannot change the type of visa during the course of the study. Wards of NRI parents are eligible for admissions to NRI category

**1.2 Documents required for admission of International Students**

i) **VISA:** All the international students will require a 'Student VISA' endorsed to this institution for joining full time courses. No other endorsement is acceptable. Students wishing to join a research program will require a 'Research VISA' endorsed to this institution. The visa should be valid for the prescribed duration of the course. Visa may be



obtained after issuing offer of admission.

A visa is not required for NRI students. Students who are doing full time courses, in some other institutions, do not require a separate visa for joining 'Part Time courses' provided that their current visa is valid for the entire duration of the course.

ii) All International Students wishing to undertake any research work or join a M.Sc/M.Phil/ PhD program will have to obtain prior security clearance from the Ministry of Home Affairs and the approval of Department of Higher Education, Ministry of Human Resource Development, Government of India and this must be on the student visa/research visa endorsed to this institution.

### **1.3 Eligibility: Qualifications**

Only those Students who have qualified from foreign universities or Boards of Higher Education recognized as equivalent by the 'Association of Indian Universities' (AIU) are eligible for admission. When required, a reference will be made to AIU to check the equivalence. In case the University /Board is not included in the list, the candidate has to obtain and submit a certificate to this effect from AIU by paying the requisite fee. Submission of Equivalence Certificate from AIU is mandatory for foreign nationals. AIU address is given below.

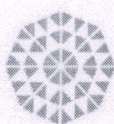
AIU HOUSE 16, Comrade Indrajit Gupta Marg, New Delhi 110002, India. Phones: (91) - 11- 23230059, (91)-11-23232429 Fax: (91)-11-23232131 E mail: [aiu@del2.vsnl.net.in](mailto:aiu@del2.vsnl.net.in)  
Website: <http://www.aiuweb.org>

### **1.4 Admission of International students:**

Admission of all the International students will be done through the '**International Students Cell (ISC)**' of **KMCT Dental college**. Students will generally be admitted in the beginning of the course.

**Eligible applicants need to certify that the medium of instruction for the qualifying examination passed is English.** For applicants who have undertaken their studies in a language other than English need to have a valid IELTS/TOEFL score. Once this is submitted, the final admission is confirmed. The International students will have to pay the fees in US dollars or equivalent in Indian rupees. Fee has to be deposited in the form of Crossed Demand Draft / Bank Pay Order, drawn in favor of Director, KMCT Dental college payable at Mukkam, Kozhikode. The candidate can also pay the required amount of fee in the Account of KMCT Dental college from any bank or CreditCard.

Dr. MANOJ KUMAR.K.P  
Principal  
KMCT Dental College  
Marassery, Mukkam



### **1.5 Transfers and change of course**

An International student who has been granted admission to a particular course shall not be allowed to change the course. Transfer from one institution in India to another is also not allowed ordinarily.

### **1.6 Procedure for admissions**

Stepwise procedure for admission of International Students for Full Time Courses in

KMCT Dental college. The procedure for admission is given below:

#### **Step 1:**

- a). International students should apply on a separate form prescribed for Foreign nationals/NRI/Sponsored candidates.
- b) The candidate preferably has to apply/register on the prescribed form ONLINE only. He/she may also apply Offline. For this the candidate may contact the Academic Executive office
- c). The application form registration fee of Rs.5000/- or 75 US \$ is required to be paid through a crossed Bank Demand Draft drawn in favor of Director, KMCT Dental college payable at Mukkam, Kozhikode. The candidate can also transfer the required amount of fee in the account of KMCT Dental college from any bank or credit card. This should be done well in time, so that the student is able to obtain the VISA and No Objection Certificate before the due date of admission.

#### **Step 2:**

Get the 'Provisional Admission Offer Letter' from the Academic Executive Office, in order to obtain the VISA (on payment of non refundable advance amount of 30% of the total annual fee).

#### **Step 3:**

Submit the 'Provisional Admission Offer Letter' to the Indian Embassy of the respective country for obtaining the 'Student VISA'.

#### **Step 4:**

Report at KMCT Dental college for admission. Submit the below mentioned documents (in original along with the attested photo copies) and get them verified by the Office of Academic Executive.

- a) Degree/ Pass Certificate of the qualifying examination
- b) Mark list of the qualifying examination
- c) 'Student VISA' in Original
- d) A photo copy of the Passport- duly attested by



a Notary. Note: The original certificates will be returned to the students immediately after making an endorsement to this effect.

**Step 5:**

Students are required to undergo the medical fitness examination and get the medical fitness certificate. As per government rules all international students entering India on 'Student VISA' have to be tested for HIV and will not be given admission, if found to be positive. All international students will be required to pay medical fees of US \$ 50, which includes the medical insurance cover for the first year. For subsequent years medical insurance fees will be the same as for other Indian students and is included in other fees.

**Step 6:**

For applicants who have undertaken their studies in a language other than English need to have a valid IELTS/TOEFL Score. It is mandatory for an International / NRI student, who either fails / secures less than the desired scores or fails to appear in this proficiency test, to join the English Language Foundation Course of either 03 months or 06 months duration (depending on the scores secured in the proficiency test). In addition to the annual and other fees of the main program of study at KMCT Dental college, students will also have to pay for this English Language Foundation Course as per the Institute prescribed fee structure

**Step 7:**

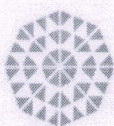
Admission of International /NRI students will be confirmed after verification of original certificates, medical fitness test and payment of required fees. Even after the admission, at any stage if it is noted that the qualifying Degree/ Certificate is not recognized by AIU, the admission of the candidate may be cancelled. Withdrawal of admissions/ refund of fees cases will be dealt as per the guidelines of KMCT Dental college in this regard.

**Step 8:**

Within a week of arrival in India, students are required to register their names with the police in the 'Foreigner Regional Registration Office (FRRO)' of **Thiruvananthapuram**, T.C.14/1377, Vazhuthacaud, opposite Ganapati Temple, Thycaud P.O., Thiruvananthapuram – 14 Tel.: 0471- 2333515 Email: [frrosvm@nic.in](mailto:frrosvm@nic.in).

For registration details please click <https://indianfrro.gov.in/frro/>

Dr. MANOJ KUMAR.K.P  
Principal  
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## **1.7 Discipline:**

The International students should abide by all the rules of KMCT Dental college and the code of conduct as applicable to Indian students enrolled in the same courses.

Examination and award of Degrees & Diplomas: The procedure for examination, payment of examination fees, issue of mark list, issue of passing certificates and award of degrees will be same as for the Indian students doing the same courses.

## **1.8 Guidelines for admission of NON-RESIDENT INDIAN (NRI) students**

Non Resident Indian Seats (NRI) (Applicable to all Programmes for which NRI seats are allotted): Out of the total approved seats (Seats available) of M.Sc/M.Phil , five seats are set apart as NRI seats with a different fee structure. NRI Status is not essential to apply for these seats. Allotment to NRI seats are made on the basis of the ITCAT Rank/ITRAT and therefore

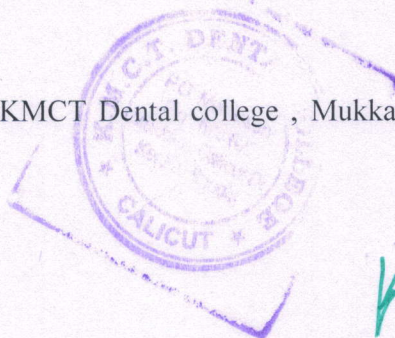
candidates who intend to apply for NRI seats must apply online and secure a valid rank in the prescribed test. Those who intend to be considered to NRI seats should invariably choose "NRI" during the process of online application, remit the application fee of INR 5000/- and should submit the 'Declaration' given in Annexure I during the time of admission. Those who have applied for NRI seats shall be considered automatically for Non-NRI seats as their first option and for NRI seats as their second option. If NRI option is not availed during the online application process the candidate will not be able to opt for NRI seats and no modification will be possible at a later stage. However for spot admissions, if any, all candidates can appear by paying 5000/- as NRI fees, provided balance NRI seats are available.

### **Note:**

The above rules and guidelines will be strictly followed. In case, there are any differences on the interpretation of rules then the opinion of the 'International Students Cell' will be final. Students will have to pay the revised fee, when applicable. On the points not specifically covered, the decision of competent authorities of KMCT Dental college will be final.

### **Contact Address:**

Administrative officer, Academic office, KMCT Dental college , Mukkam ,Kozhikode - 673602 Phone +91 ,  
Mobile +91



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