



Sree Gokulam Medical College & Research Foundation

(A Unit of Foundation of Non-Resident Indians)

Approved by National Medical Commission, Affiliated to Kerala University of Health Sciences

Accredited by NABH & NABL

Policy Number: *SGMC/Acad.Pol/025/2020*


Category: Student welfare

Content: International visiting students


Effective Date: *01.08.2020*

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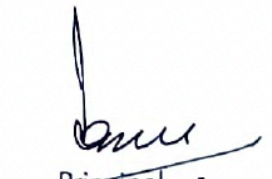
Signed by:



Director



Dean Emeritus



Principal :





International Visiting Students

Statement of Purpose

The institution welcomes limited number of visiting students for electives or exchange programs every year. The policy elaborates the guidelines and procedure for application for the international visiting students.

Policy

The accepted international students shall pursue their stipulated electives program under the guidance of the head of the supervisory department.

Procedure:

The visiting students shall follow the procedure given below:

- Submit the electives application along with the letter of recommendation from the Dean / Head of the Institution at least six months prior to the likely date of your arrival.
- Submit a copy of the official transcript.
- Submit a copy of Immunisation Record and health record if required.
- On a separate sheet, provide a clear statement regarding the department or departments in which you are applying for electives, duration of the elective, likely date of your arrival and your expectation from the elective program.
- Students are responsible for making prior arrangement for their stay. They may enquire with the office of the International Electives Program for assistance in their accommodation.
- Upon arrival, they shall first obtain the letter of permission from the office of Dean. A copy of the same shall be submitted to the heads of the supervisory department before starting the elective program.
- They shall report to the convener / co-convener of the Office of the International Electives Program and coordinate with them for any assistance or guidance.
- The students shall follow the code of conduct and dress code of the institution during their stay in the institution.



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- The visiting students may participate and interact with the students of the institution in the interactive forums organised by the International Electives Program to exchange ideas.
- The visiting students may provide feedback or testimonial about the elective program and its effectiveness to the institution at the end of their stay.

Applies to

International visiting Students to the Institution

Prepared by	Reviewed by	Approved by
Dr Mamata Chimmalgi Professor of Anatomy, IQAC Coordinator	Dr P Chandramohan Dean	Dr K K Manojan Director
Policy Number	Effective Date	Validity
SGMC/Acad.Pol/025/2020	01.08.2020	5 years