



# **SRI BALAJI VIDYAPEETH**

(ACCREDITED WITH 'A' GRADE IN THE FIRST CYCLE BY NAAC)

Pillaiyarkuppam, Pondicherry - 607 402

## **SBV POLICY ON INTERNATIONAL STUDENT SUPPORT**

**2019**

**(Revised Edition of 2017)**

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(DEEMED -TO –BE- UNIVERSITY)

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<b>Date:</b> 01-02-2019	<b>Date:</b> 08-02-2019	<b>Date:</b> 15-02-2019 <b>BoM Approval:</b> 23-02-2019

## Document Revision History

Date	Version Number	Brief Description of change	Change Request Number
27-05-2017	Original	-	-
23-02-2019	First Revision	Change in Purpose, Scope of Policy, constitution. Addition of responsibilities of functionaries / supporting staff.	SBV-ISS-PL-2017: Page No 3 & 4

## **TITLE AND APPLICABILITY: SBV POLICY ON INTERNATIONAL STUDENT SUPPORT - 2019**

The Policy on International Student Support Cell, as applicable to the students enrolled at Sri Balaji Vidyapeeth would henceforth be known as **SBV POLICY ON INTERNATIONAL STUDENT SUPPORT – 2019**.

### **PREAMBLE**

International students to SBV are overseas citizens as well as NRIs. The cell is necessitated to accommodate the interest of the students who are coming to SBV based on inbound programmes. The Cell also has under its jurisdiction the principles related to facilitation of student exchange activities enabled by both governmental and non-governmental organizations. In view of the fact that SBV has got both constituent colleges and designated centres it becomes imperative to have a policy that would take into consideration the International students and observers who pursue their academic and research programme at SBV. An inherent component of this policy is the utilization of the services available at the existing student welfare department with particular reference to Student Counseling services and interpersonal relationship.

### **PURPOSE OF THE POLICY**

Sri Balaji Vidyapeeth (Deemed to be University u/s 3 of UGC act 1956) is a health sciences higher education institution that essentially has under its ambit, medical, dental, nursing and Pharmacy institutes. Besides, school of Biological sciences, Physiotherapy and Allied Health Sciences are also in place. To augment the outputs of these institutes, SBV has seven designated centers that make their contributions in the frontiers of academics, research and health care.

In view of the fact that SBV offers diverse academic programs that are both under the purview of the regulatory and non-regulatory streams, and also because of the fact that the students are drawn globally, the need arises to prepare a generic policy that would comply with the support of the students from overseas countries who are pursuing academic programs at the constituent colleges/Centres of SBV.

The current trend of globalisation depicts the focus on issues related to international students, their support and progression. The inherent tenets as well as benefits of international Teaching

learning experiences and research collaboration enhance the visibility and credence of SBV, besides contributing to the holistic perception of a Health Sciences Higher Education Institution.

### **SCOPE OF THE POLICY**

The immediate and long-time academic needs attract international students to SBV. The concept of studying abroad has acquired greater relevance and dimensions in the millennium. Academic Courses and programs in the realms of health sciences Universities presently include global perspectives. Meaningful and productive collaborations with campuses and research networks around the world are flourishing and taking cognizance of the fact, SBV has embarked on a policy that would highlight the support provided to the International students pursuing academics and research at SBV.

An exclusive office in the name and style of SBV International students Support Cell at SBV has been established that would deal with the various procedures related to admissions and guidance/support provided to the international students and to help them take advantage of the opportunities and challenges in line with these trends. It provides enhanced visibility to international initiatives in the following perspectives:

- Study abroad
- International cooperation
- Inter-university partnerships
- International research collaboration in IPR including Technology Transfer
- Promotion of the concept of global citizens
- Provision of nexus to the utilisation of resources and focused programming for students through their mentors
- Promotion of holistic health among the international students including psychological support

### **RESPONSIBILITY**

#### **Composition of SBV- ISSC**

Unless specified otherwise, the following is the composition of the International Students Support Cell. The cell will function for two years, following which it would be reconstituted. Not more than **two thirds** can figure in the reconstituted cell.

**Chair** – Not below the rank of professor and Head (MGMCRI/SSSMCRI)

**Member secretary** – Not below the rank of Associate Professor.

**Joint secretary/ Treasurer** - Associate Professor/Deputy Director of Centre

**Members**

1. Deputy Registrar (Academics)/ Public Relations Officer
2. VP- Students (Maximum two) drawn from the constituent colleges
3. Student representatives –Five in total ( **One** each from medicine, dentistry, Nursing and **two** from Centres/AHS/ Pharmacy/ Physiotherapy/ School of Biological sciences)
4. **Two** alumni (one each from private and governmental organisations)

**Management representatives –**

1. GM (Admin.)
2. Head HR and Legal advisor

**Special invitees**, as deemed necessary and appropriate

**Monthly meetings** to be held . Online meetings are allowed so as to facilitate the participation of the alumni, in particular.

The quorum will be **six**.

The right to exercise franchise/vote will not be applicable to the special invitees.

The Chairperson possesses the necessary rights to expel members, including Secretary, Jt. Secretary for non-performance or indiscipline. The information to this effect should be brought to the notice of the Vice Chancellor through proper channel and the new member to be inducted prior to the next meeting.

**Responsibilities of the other functionaries/support staff**

- Vice-Principal ( Curriculum/Students) of the constituent colleges other than the members of the cell, senior most Assistant Professor in the institute, senior most faculty/ staff at the Centers (excluding the Director and Deputy Director of the centre) will be jointly responsible for monitoring the implementation, outcomes and scheduled review of this policy and its accompanying procedure.

- The Registrar, SBV is responsible for maintaining the content of this policy, in association with the Director – Accreditation, SBV who is also in –charge of IQAC.
- The Academic Officer/ Secretary to the Dean/Principal/Director is responsible for the administrative support and logistics regarding the sustenance of this policy, as directed by the Head of the Institute/Director of the Centre, for onward transmission to SBV-ISSC.

#### **INVOLVEMENT OF MEDIA, IF ANY**

Vital advertisements and nodal information on admission, to the various programs, of the international students will be displayed prominently in the print and social media.

#### **INVOLVEMENT, IF ANY OF MAJOR FINANCIAL IMPLICATIONS CONCERNING EXTERNAL AGENCIES**

Would be dealt with, as deemed appropriate by the competent authority, from time to time and on a case to case basis.

#### **EXCEPTIONS, IF ANY**

NIL

#### **ANY OTHER PERTINENT DETAILS**

- The objectivised coordination of international activities, through this cell, across the constituent colleges and centres of SBV university is central to this policy
- The selection of international partners/ collaborators will be based on the unanimous decision taken at the designated meeting and following the approval of the Vice Chancellor, with due consent from / information to the Board of Management
- Wherever and whenever deemed appropriate, student support endeavours including psychological counselling, administration of yoga and music etc. should be enabled
- The cell would also be responsible for promulgating thorough assessment of the risks and responsibilities involved in international engagement

#### **ENQUIRIES**

All enquiries related to this policy should be addressed to the Chairperson of the SBV-ISSC with copies marked to Head HR and Registrar, SBV

## **APPELLATE AUTHORITY**

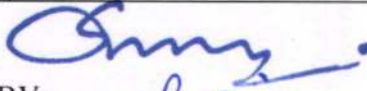
For all difficulties pertaining to this policy, the power to remove difficulties rests with the Vice Chancellor, who is the Patron of the SBV-ISSC





Sl.No	Role	Name	Designation	Signature
1	Prepared by	Dr.A.R.Srinivasan	Registrar, SBV	
		Dr. Usha Carounanidy	Director, Accreditation, SBV	
		Mr. Joseph Naresh	Dy. Registrar ( Academics),SBV	
2	Reviewed by	Mr. Ralph Alexander Matthews	Legal Officer & Head HR, SBV	

Approved by: Dr. Subhash Chandra Parija, Vice Chancellor, SBV:

  
S.C. Parija