

Steps to be followed by International Students at IIT-G

Institute Registration

1. Fill in form-5 of AAER section, submit a copy of the same to AAER Section
2. Get yourself done with the Registration process of Academic Section

Government of India Registration

1. Click the link (<http://indianfrro.gov.in/frro/menufrrro.jsp?t4g=ZBWFZJU9>), select *Registration* in the checkbox provided, get yourself registered within 14 days of your arrival, an appointment date will be provided kindly select farthest date possible.

Documents required for registration:

- a. *Photo*
 - b. *Passport & Visa (along with the arrival seal)*
 - c. *Bonafide Certificate (can be obtained from STUDENT'S AFFAIRS)*
 - d. *Residence Proof (can be obtained from HOSTEL officials)*
2. After the completion of online registration, a pdf copy of your registration will be generated. Kindly submit the same to AAER office with copies of the entire mandatory documents.
 3. Before the appointment date students have to visit the *Office of Superintendent of Police, Amingaon (Special Branch), FRRO Office* with all the original documents for verification.
 4. FRRO Office will send us the final acknowledgement as and when they complete the formalities on their part.
 5. RP/RC will be issued with a validity period.

Visa Extension

1. Apply 15-20 days prior to the expiry date of RP/RC
2. Click the link (<http://indianfrro.gov.in/frro/menufrrro.jsp?t4g=ZBWFZJU9>), select *Visa Extension* in the checkbox provided, get yourself registered atleast before one month of your visa expiry. An appointment date will be provided kindly select farthest date possible.

Documents required for registration of VISA Extension:

- a. *Photo*
 - b. *Residence Proof (can be obtained from HOSTEL officials)*
 - c. *Passport & Visa (along with the arrival seal)*
 - d. *Bonafide Certificate (can be obtained from STUDENT'S AFFAIRS)*
 - e. *Financial Resource Proof (Bank Statement, or letter from sponsoring agency, or copy of money transaction/ transfer*
 - f. *RC/RP (Registration Certificate/ Registration Permit)*
3. After the completion of online registration, a pdf copy of your registration will be generated. Kindly submit the same to AAER office with copies of the entire mandatory documents.
 4. Before the appointment date students have to visit the *Office of Superintendent of Police, Amingaon (Special Branch), FRRO Office* with all the original documents for verification.
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