



**Office of International Relations
Indian Institute of Technology
Kharagpur-721302**

Ref. No. 1804/2023/OIR

27.03.2023

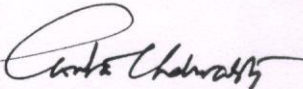
Sub: To seek information related to the visit of Foreign Citizens to IIT Kharagpur


With reference to the enclosed Administrative Notification No. 14/2023 dated March 22, 2023 regarding the Government of India clearance towards visit of the Foreign Citizens of IIT Kharagpur, the Office of IR (OIR) has been receiving a few queries from the various academic departments.

Following information in this regard are sought:

1. Is GoI clearance required in case of every foreign citizen visiting IIT Kharagpur or only for the citizens of some specific countries as mentioned in the Para 5 of the attached office memorandum from MHA dated 16th August 2010?
2. The role of OIR at the Institute level while uploading the Foreign Visitors' Information (FVIF) on web portal.
3. The procedure of preparing visitors' passes in case of foreign visitors.

A detailed response in this regard will be highly appreciated.

 27/3/2023
Associate Dean, IR & Ranking

 28/3/23
Dean Outreach & AA

Registrar