

Office of Alumni Affairs and International Relations IIT Kharagpur

COMPLETE PROCESS FLOW OF ENGAGING WITH INTERNATIONAL STUDENTS AT IITKGP

Draft updated 22.10.2018.

Definitions:

APPLICANT: An interested foreign national or research scholar intending to visit IITKGP on short stay for coursework or project work not leading to a degree.

STUDENT: The successful Applicant becomes a STUDENT upon enrolment in appropriate coursework/research not leading to a degree.

ACTIVITY: Details of coursework/project/research not leading to a degree, to be taken up at IITKGP.

MENTOR: A faculty member of IITKGP who is given the role of faculty advisor or research advisor to STUDENT

DURATION: Specific semester(s) or other duration to be spent at IIT KGP for intended ACTIVITY. For short term visits not leading to a degree, total duration not to exceed one year, i.e., at most two consecutive semesters with the intervening summer / winter term.

HOME INSTITUTION: Foreign institution where STUDENT is currently enrolled for a degree program (applicable for short-term visit Applicants)

HOME INSTITUTION ADMINISTRATOR: Dean or Chairman/Head of Dept or Faculty Advisor or equivalent at HOME INSTITUTION who is authorized to monitor STUDENT'S academic progress (applicable for short-term visit Applicants).

Colour Legend of Different stages:





