

Annexure 'A'

Indian Council for Cultural Relations, Azad Bhavan, IP Estate, New Delhi – 110 002 (Scholarship Section)

Highlights of admission process for the Academic Year 2025-26 under Lata Mangeshkar Dance & Music Scholarship Scheme (A1209) (formerly ICCR Scholarship Scheme for Indian Culture) for pursuing study of Indian Culture such as dance, music, theatre, performing art, sculpture, Indian languages, Indian cuisine, etc.

- 1) Only Universities / Institutes having excellent academic reputation, requisite facilities to host foreign students, dedicated office of ISA to address the issues of foreign students already having sizeable number of foreign students are empanelled. The list of criteria for empanelment is decided by ICCR, and may be amended from time to time if required.
- 2) Applicants have the option to apply to 5 Universities / institutes in the order of their preference of study. The admission, as far as possible, shall be given as per applicant's preference. However, there may be a scenario when students do not get admission in their preferred Universities / institutes due to limited number of seats on offer. Students should therefore be prepared to receive admission from any of their five preferences. **Missions may consult ICCR HQ** in certain cases where some particular Universities / institutes are oversubscribed and the next preference will have to be exercised.
- 3) Since AY 2023-24, a 500-word essay in English has been introduced to ascertain English proficiency. Besides, students can also submit their TOFEL / IELTS etc. Standardised Test scores, if available. ICCR is also requesting Universities / institutes to conduct interview of the applicants online, if so required. There will be no separate English test by Missions, as was earlier.
- 4) Rejected candidates will be intimated by Universities. We have requested Universities to inform students if their application is rejected.
- 5) ICCR has introduced disbursement of all scholarship payment to students through PFMS w.e.f. February, 2021. This is as per GOI guidelines on direct payment to beneficiaries.
- 6) As far as possible, **Mission is requested to kindly award scholarships to new students and avoid repeat scholarship.**
- 7) Before issuing offer letter to any student, Missions are advised to ensure that student obtains the Association of Indian Universities (AIU) equivalence also (if required). This would be stipulated by the concerned University / Institute in their Provisional Confirmation letter for the applicant (**uploaded on Portal**). In case AIU equivalence is required the student may apply for the same at the link <https://evaluation.aiu.ac.in/student/login> and bear the fees incurred on obtaining the certificate at own expense (non-reimbursable). For any further details / queries, students may contact AIU at (+911123230059 / 23231097 / 23232305 Extn. 210, 234, 252, E-mail id: studentinfo@aiu.ac.in, ds_international@aiu.ac.in, evaluation@aiu.ac.in

8. The guidelines of all schemes are available on the Portal and it may be used for disseminating amongst the interested candidates. The official should also scrutinize all the online admissions and forward the same with his/her signature. All Missions may like to use the scholarship e-brochure recently brought out by ICCR for publicity of ICCR scholarships (available in e-book section of ICCR website and Portal, was also emailed to all Missions). Missions may wish to reach out to local Ministry of Education, Universities / schools / prominent educational institutions and make presentations on ICCR scholarships; hold roadshows, etc. to popularise the scholarship schemes.

9. These scholarship slots include **return economy class air-fares to the airport nearest to the place of study and 3rd AC Train fare from airport to the place of study, if so required.** Mission is requested to provide one way air-ticket to the selected scholars. Mission may please ensure booking the air ticket so that no student claims reimbursement of airfares in India.

10. While publicizing the scheme, interested students may be advised to visit respective University / institute website regularly courses offered, eligibility criteria and general information about the University / institute before applying for admission. The students should ensure that they are eligible for the course and meet the eligibility criteria and should submit relevant documentation as required by the Universities, in addition to the basic certificates mentioned in the application form. They would be also advised to refer to the University's Handbook / University Grants Commission's website etc.

11. **The application will not be considered without English translation of documents if the original documents are not in English.** It may also be noted that incomplete application can be summarily rejected by Universities. Students should be advised to thoroughly check their applications and attach requisite documents before submission of the application.

12. Mission must ensure that the applicant's age for availing scholarship is as under:-

For Undergraduate / Postgraduate courses – between 18 to 40 Years and **(18 years as on date 01.07.2025)**

For PhD Programmes – 50 Years Maximum.

13. The admissions in Medical/ Paramedical (Nursing / Physiotherapy / anaesthesia etc.) / fashion / law courses / integrated courses such as BALLB (5 Years) / B Sc & M Sc (5 Years) etc. are not admissible.

14. It is also important to ensure that a scholarship is awarded only after the Mission is satisfied that student intends **to study in India; has no serious health issues;** has not submitted incomplete / fraudulent documentation or any other such parameters, which may negate our objective of promoting goodwill through scholarships.

15. It is compulsory for all ICCR scholarship students to procure Medical Insurance policy with minimum sum assured for Indian Rupees Five Lakhs per annum. Mission is requested to inform applicants that when they travel to India, they must have medical insurance coverage on their own either before travel or immediately after reaching India, whichever is convenient. Students can purchase medical insurance from any of the insurance companies of their choice. However to facilitate students, Portal has two insurance companies for referral purpose. Missions should also make appropriate changes in their website / social media handles so that students who would be applying for ICCR scholarship for upcoming academic year are aware of the change in medical insurance policy. ICCR has uploaded the revised norms on its Portal.

16. It would also be appreciated if the students are briefed properly about the provisions of ICCR and MEA's scholarship schemes. It is also essential that the applicant is given an updated briefing regarding India, including the living conditions at their destination / University (if possible). It may also be mentioned that ICCR may amend some provisions of scholarships from time to time and it is incumbent on students to accept the revised norms.

17. To automate the entire manual work process of ICCR's scholarship division, ICCR has launched an application, '**Gyan Setu- connecting Culture through Knowledge**' on 6 February 2023. Since the inception of Gyan Setu app, all the scholarship dues to the Universities/Institutes as well as to the Students, are being released through this app only. The features of Gyan Setu applicable to Missions and Students are elaborated below:

(A) Role of Missions after Admissions/Before Arrival of Students in India:

- i. **To login to Gyan_Setu web application**, using their respective login credentials provided by ICCR HQ in order to submit the details of selected applicants who have accepted an offer. The application requirements include the list of students who have chosen a course, been assigned to a University and College (if any) with the University Offer Letter, Mission's Scholarship sanctioned letter and ICCR authorization letter and, indicating a date of Joining (tentative).
- ii. **Travel air tickets** are requested to be issued by the concerned Mission **ONLY** and **not** by the student, **after checking the tentative dates of commencement of course**. Accordingly, the travel itinerary to be finalized and the relevant details including a copy of Air Ticket to be uploaded in the scholarship web application at least 2 weeks before arrival in India, to facilitate Universities/Institutes to make necessary arrangements to receive the students. Moreover, the travel would **only be initiated** by the student once the University has accepted those details, however the said details will also be visible to the respective ZO/S-ZO/RPO in the web application.

(B) Role of Scholars/students -Post Arrival of Students in India:

- (i) Students are directed to report their arrival on the Gyan_Setu web application on an immediate basis.
- (ii) Students are required to coordinate with their respective Universities/institutes regarding updation of their details such as joining report on the app.
- (iii) **Submission & Verification of Documents/Confirmation of Admission**-To submit the original documents and verify the details mentioned in the A2A Portal during the admission process with their original **documents** including Passport, previous degree certificates, country's unique identification number, in order to **confirm the admission** of students and get the **Hostel Accommodation as soon as the admission is confirmed**. **PLEASE NOTE**- The details entered in the Portal, if in case, does not match with the original documents, the admission of the said student be termed as **CANCELLED**

18. Missions are required to brief the departing students that in order to get their scholarship dues, they should ensure the submission of the following details **on Gyan Setu App within 15 days of their arrival in India**, else payment of their scholarship dues might get delayed.

- i. Passport No
- ii. Joining Report (including joining date and duration of the Course)
- iii. Bank Account No.
- iv. e-FRRO registration no.

19. By way of a suggestion, Mission may proactively promote ICCR scholarship schemes to attract the best and brightest applicants and also nominate greater students for Postgraduate and Higher Courses.

20. In order to ensure security of the foreign students, ICCR advises students to stay in the campus hostel, if available. However, students are allowed to stay in private accommodation if the concerned institute does not insist on staying in their hostel.

21. Undertaking from the student that the course and the University as conveyed is acceptable and that he / she will not request for change at the time of admissions.

22. Undertaking from the student that they have read the terms and conditions / Guidelines of ICCR scholarship as specified in the Scholarship Manual 2024-25 (The one time undertaking will be applicable even when scholarship manual is updated (as per para 36 like provisions), available on Portal.

23. Detailed guidelines on the process of applying for ICCR Scholarships are available on the Portal.
