Indian Institute of Technology Bombay
Fact Sheet **- Inbound Student**

GENERAL INFORMATION

Institute Name	Indian Institute of Technology Bombay
Office in Charge	Office of International Relations
Head of Office	Dean of International Relations
Postal Address	1st Floor, Main Building, Powai, Mumbai 400 076, INDIA
Student Exchange Contact	Website: www.ir.iitb.ac.in	e-mail: dean.ir.office@iitb.ac.in	Tel: +91-22-25767076
Facts and Figures	https://www.iitb.ac.in/en/about-iit-bombay/iit-bombay-glance
IIT Bombay Social Media	Twitter	Facebook	Linkedin

ACADEMIC DIVISION

Departments	Aerospace Engineering Biosciences and Bioengineering Chemical Engineering Chemistry Civil Engineering Computer Science & Engineering Earth Sciences Economics Electrical Engineering Energy Science and Engineering Environmental Science and Engineering Humanities & Social Sciences Mathematics Mechanical Engineering Metallurgical Engineering & Materials Science Physics
Schools	Desai Sethi School of Entrepreneurship (DSSE) IDC School of Design (IDC SoD) S.J.M. School of Management (SJMSoM)
Faculties offering exchange opportunities in various Departments for Bachelor/Double Degree, Master, and Research More options available at: https://www.iitb.ac.in/en/education/academic-divisions	

ACADEMIC CALENDAR

Duration	Semester 1	Semester 2
Term	2nd week of July to last week of November	1st week of January to last week of April
Orientation	3rd week of July	1st week of January
Classes	3rd and 4th week of July to Mid November	1st week of January to Mid April
Exams	Mid-end of November	Mid-end of April
* Please refer Academic Calendar for detailed information: https://www.iitb.ac.in/newacadhome/toacadcalender.jsp		

COURSE LOAD, SELECTION, and ENROLLMENT

Course Load for undergraduate / graduate studies (most courses are of 6 credits, half semester courses are of 3 or 4 credits)	Minimum no. of credits to be taken in a semester – 15 credits Maximum no. of credits that can be taken in a semester – 40 credits Recommended credits for exchange and study abroad students is 15-30 credits (normally 3 to 5 courses)
Course Selection	At time of application, students will list their preferred courses.
Course Enrollment	Students will be registered manually to the courses selected by them. The registration process will be informed to the students after their joining.

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APPLICATION		
Application Deadlines	**For course work**	**For project work**
	Autumn Semester (Jul - Nov): 31 Mar (every year) Spring Semester (Jan - Apr): 30 Sep (every year)	Applications will be accepted throughout the year. But the applications should be sent to us at least 2 months prior to the expected date of start of the project.
	Application documents should be send to dean.ir.office@iitb.ac.in Nomination and Application package should be sent by e-mail to dean.ir.office@iitb.ac.in	

Admission Procedure

Under Memorandum of Understanding (MoU) / not under Memorandum of Understanding (Non MoU):

- A visiting student can carry out course work at IIT Bombay for a semester or spend upto a maximum of two semesters. There is no limitation on the duration of project work that can be done at IIT Bombay.
- Admission of students under the MoU category will be made in accordance with the terms and conditions outlined in the MoU between IIT Bombay and the concerned Institute. For list of the institutions with whom IIT Bombay has entered into MoUs is available at: https://www.ir.iitb.ac.in/en/all-mou-s.
- Students seeking admission will have to satisfy the minimum eligibility criteria for admission to the programmes as prescribed by the Institute. But merely fulfilling the minimum eligibility criteria does not guarantee the selection of a candidate into any program.

Documents Required

(Application will be processed only on submission of all the requisite documents within the application deadline)

1. Application form. https://www.ir.iitb.ac.in/en/students/download-forms
2. Personal Particulars of Foreign Scholars coming to India. https://www.ir.iitb.ac.in/en/students/download-forms
3. Bio Data / Curriculum Vitae / Resume.
4. Copy of the grade transcripts with the explanation of the assigned grades. (Certified English translation is required, if the document is in other language)
5. A statement of purpose from the student.
6. Study plan (in case of **course work***) or Project plan (in case of project/research work).
7. A Bonafide certificate from the Home University certifying that you are the student of the University and they have no objection in your studying at IIT Bombay. If being sent under the MoU, the home university should clearly state that you are being nominated under the existing MoU.
8. Two recommendation letters from the faculty members.
9. Documentary proof to illustrate fluency in English language. (Any ONE of the following)
   a. A note on mark sheets or a letter from the home university stating that the medium of instruction is English; OR
   b. A document from the University/English language instructor/a national agency, indicating the proficiency level of English as suitable for Tertiary education; OR
   c. A pass in any ONE of the following tests will be required:
      i. The Test of English as a Foreign Language (TOEFL), administered by the Educational Testing Service in the US, in which scores of at least 580 overall and 4.0 in the Test of Written English are required. The computer based test requires scores of at least 240 overall and 4.0 in essay writing. The internet based test requires scores of at least 95 overall with a minimum score of 20 in writing.
      ii. The International English Language Testing Service (IELTS) test, administered by the British Council, in which scores of 6 or more in each section and an overall score of 6.5 are required.
      iii. Duolingo score (of 115).
      Test scores more than two years old will not be accepted for consideration.
10. Copy of the passport. (page showing your nationality and personal details)
11. A signed undertaking from the student on plain paper wherein they certify that they will bear all the charges including the tuition and administrative fees, accommodation, health related expenses, food charges, and all other incidental charges during the course of their stay at IIT Bombay.

* 1. **Credit requirements at IIT Bombay:**
   Minimum no. of credits to be taken in a semester – 15 credits
   Maximum no. of credits that can be taken in a semester – 40 credits
   (Grade card will be issued only if the student has registered accordingly and has appeared for the exams.)
2. **Credit structure at IIT Bombay:**
   Refer page no. 7 at: http://www.iitb.ac.in/newacadhome/BTech2011-201211Jan.pdf
3. **Grading pattern at IIT Bombay:**
   Refer page nos. 24-26 at: http://www.iitb.ac.in/newacadhome/BTech2011-201211Jan.pdf
4. **Link to course catalogue:** http://www.iitb.ac.in/asc/Courses

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ADMISSION and VISA	
Admission	Once accepted by the department of host institutes, the students will receive their <u>Offer Letter</u> as follows: Autumn admission**:** by/before end of May Spring admission**:** by/before end of November
Visa	Visiting / Exchange student must apply for a 'Student Visa' (not 'Tourist Visa'). Detailed information is available at: https://boi.gov.in/content/foreigners

FEE STRUCTURE	
Category	**Fees applicable**
Course work / Project work fees under MoU category	No fees charged
Course work fees under non MoU category	INR 5,000 per credit
Project fees under non MoU category	INR 10,000 per month
Hostel charges	INR 7,000 per month (Additional days of stay will be charged as INR 1000 per day)
Administration fees	INR 15,000 per semester (for students doing course and/or project work)
Library deposit (refundable)	INR 10,000 (optional)
Semester Mess Advance	INR 27,000
Mess Security Deposit	INR 2,000

These are the approximate amounts. The actual amounts will be communicated to the students by the respective hostels at the time of joining. All fees are subject to revision from time to time. A semester is considered to be a period of 4 months or less.

Mode of Fees Payment

The payments can be made in any of the following ways:
1. In cash in INR.
2. Wire transferred to the IIT Bombay Main A/C. (Bank details will be shared after joining)

OTHER INFORMATION
- Exchange student will be provided on campus accommodation upon their arrival as per availability.
- Exchange student will be provided only OPD facility at IIT Bombay Hospital. Student should obtain a personal insurance policy, covering sickness and accidents before arrival at IIT Bombay.

SUPPORT PROVIDED by the IR OFFICE

Once accepted as a visiting / exchange student at IIT Bombay, the IR Office will coordinate with the student to provide the following facilities:
- Send Admission Offer Letter for visa purpose,
- Arrange Airport pick up,
- Arrange Hostel accommodation,
- Assist with FRRO registration process,
- Connect students with a 'buddy' at IIT Bombay to ease the transit process,
- Help in getting Identity card,
- Help with free Network connectivity, after arriving on campus,
- Send grade cards after completion of exchange visit,
- Any other related assistance required before, during, and after the exchange / visit period.

Kindly inform your arrival date/time two weeks in advance to avail the above support.

IIT Bombay – Main Administrative Building   IIT Bombay Hostel   Orientation Program **–** International Students

For more information: visit – **www.ir.iitb.ac.in** or e-mail – **dean.ir.office@iitb.ac.in**