



**VISVA-BHARATI
SANTINIKETAN**

BONAFIED CERTIFICATE REGARDING

- Registration** **Registration-Extension** **Visa-Extension from India**
 Change of Address

Affix recent
passport size
photograph
duly attested
by the H.O.D./
Principal

TO,
THE SUPERINTENDENT OF POLICE, DIB
&
FOREIGNERS' REGISTRATION OFFICER,
BIRBHUM, SURI, W.B.

Sir,

This is for your kind information that:

1.	NAME OF THE STUDENT	
	FATHER/SPOUSE'S NAME :	
	GENDER (Male/Female) :	
	NATIONALITY :	
	V.-B. REGISTRATION NO.	
	Student E-mail ID*	
	Student Mobile No. in India*	

2.	PASSPORT NUMBER	VALID	
		FROM	TO

3.	VISA NUMBER / EXTENSION	ENTRY TYPE	VISA-TYPE	VALID	
	VISA NUMBER			Student/Research/other	FROM
	Issuing Authority				
	S-Form Registration ID No.				
	RC/RP no. and validity				
	Stay Visa No. and validity				

4.	PERMANENT ADDRESS (Domicile) :	
	HOME TELEPHONE/MOBILE NO :	

5.	RESIDENTIAL ADDRESS IN INDIA WITH FORM-C. ID NO.: (Please submit photo copy of documents)	
	S-Form Registration No. and Date	

6. Details information regarding visa extension: (furnishing the full information by the student/researcher)		
A	Whether previously such type service was granted to you	Yes/No
B	If granted, for how many times:-	
C	If not granted, full reason for not granting:-	

LOCAL GUARDIAN (application only for students of Patha-Bhavana & Siksha-Satra)

7.	NAME	
	ADDRESS	
	TELEPHONE/ MOBILE NO: OF GUARDIAN	

DETAILS OF COURSE

8. A)	NAME OF THE COURSE ✓ (Attach photo copy of fees book)	SUBJECT	DATE OF ADMISSION	DURATION OF COURSE FROM - dd/mm/yyyy TO - dd/mm/yyyy	DEPARTMENT/ CLASS	BHAVANA
				From-...../...../20..... To...../...../20.....		

8. B)	NAME OF THE COURSE ✓ Attach copy of fees book ✓ Admission to supplementary course.	SUBJECT	DATE OF ADMISSION	DURATION OF COURSE FROM - dd/mm/yyyy TO - dd/mm/yyyy	DEPARTMENT/ CLASS	BHAVANA
				From-...../...../20..... To...../...../20.....		

9.	WHEATHER SCHOLARSHIP HOLDER : UG/PG/M.Phil./Ph.D.	YES/NO	Granting authority
----	---	---------------	--------------------

10.	IN CASE OF RESEARCH SCHOLAR:	Progress report submitted for the period	
		FROM/...../20.....	TO/...../20.....

The statements made above are true to the best of my knowledge and belief. In case any information is found false or incorrect. I shall be liable for disciplinary action by the University.

Date:	_____ Signature of the student in full
Place: Santiniketan	

TO BE FILLED UP BY THE CONCERNED HOD/ PRINCIPAL

1.	ATTENDANCE PERCENTAGE IN FIGURES (For visa extension only)	From:/...../20.....	To/...../20.....%
----	--	---------------------------	------------------------	--------

2.	The statements made by the student are correct. The student has been attending classes /undergoing research work regularly. Recommended for extension of Student/Research Visa for _____ month(s)/year(s) to continue/complete his/her study under the University.
----	--

**** PLEASE CHECK THE COLUMNS BEFORE PUTTING YOUR SIGNATURE**

_____ Signature of the Supervisor With Seal & Date (for Ph.D./M.Phil. Scholar only)	_____ ** Signature of the concerned Head of the Department with seal	_____ ** Signature of the Adhyaksha of concerned Bhavana/Sadana/Vibhaga with seal
--	---	--

FOR OFFICE USE ONLY

His/her visa will expire onShe/he requires extension of her student visa for one year/up to..... to continue his/her study under this University.

IN CASE OF CHANGE OF YOUR LOCAL ADDRESS

OLD ADDRESS	
NEW ADDRESS	

He / she needs to register himself / herself **the change of address** at the Foreigners` Registration Office.

He / she needs **Registration Extension up to**..... at the Foreigners' Registration Office.

Necessary assistance may kindly be provided to him/her.

With Regards,

Verified by _____ Office Assistant (Foreign Students)	_____ Foreign Students' Advisor Visva-Bharati, Santiniketan
---	--

DOCUMENTS REQUIRED

1. Attachments to be submitted along with this form photocopies of passport, RC/RP Certificate, student visa and current fees books.
2. Submit xerox copy of C-form
3. This form duly filled in should be submitted at least two (2) months in advance to the office of the Foreign Students Assistance Cell, Visva-Bharati.
4. Students should immediately report to the office of the Foreign Students' Assistance Cell, Visva-Bharati soon after his/her admission at Visva-Bharati with new Visa for procuring Residential Permit from the F.R.O., Office at Suri, Birbhum.
5. Students should submit a photocopy of his /her new Visa/Passport as the case may be to the Office of the Foreign Students Assistance Cell, Visva-Bharati.
6. If there is change of address, immediately inform the Foreign Students' Assistance Cell, (Positively).
7. After procurement of Residential Permit from the F.R.O. Office at Suri a photocopy of the same should be submitted to the Office of the Foreign Students Assistance Cell, Visva-Bharati within seven (7) days from the date of issue.
8. **If there is change of address**, immediately inform the Foreign Students' Assistance Cell (Positively) and submit following documents with FSAC form:
 - a. House Agreement copy.
 - b. Xerox copy of Aadhaar/Voter Card.
 - c. Xerox copy of Electric Bill, Visa, Passport, FRRO Copy, C-form & admission receipt.
9. **For Extension of Passport, Extension of Registration & Visa Extension**, submit the following documents.
 - a. Xerox copy of Visa, Passport, FRRO copy, Form-C & admission receipt.

-----X-----