



Application Form for Exchange Program

1. (a) Name (in block letters): Mr/Ms..... (b) Father/Husband/Guardian (c) Address: Phone: Email:		Affix passport size Photograph
2. (a) Date of Birth: / / (DD/MM/YYYY format) (b) Marital Status: (c) Nationality: (Attach photocopy of valid passport to this form)		
3. (a) Department/Centre in IIT Guwahati: (b) Project/research area: (only for research students) (c) Proposed supervisor in IIT Guwahati: (only for research students) (d) Proposed duration of stay at IIT Guwahati: months (from to)		
4. Home University/Institute of the applicant: (a) Name of the University/Institute: (b) Address of the University/Institute: (c) Department: (d) Current Academic Programme: (e) Total duration of the programme: (f) Semester/Term completed: (g) Latest Cumulative Grade Point Average / Cumulative Performance Index: _____ out of maximum _____ Signature of the student Date:		

5. Recommendation from the supervisor (research students) or from the Head of the Department (other students) in the parent university/institute:

Name:

Designation:

Phone:

Email:

Signature:

Date:

6. Recommendation of the official coordinating student exchange programme in the home university/institute:

Name:

Designation:

Phone:

Email:

Signature:

Date:

Important points to be followed by the exchange students:

1. *Contact the Head of the Department (HOD) of the relevant department at IIT Guwahati via email to confirm whether you can take the courses you wish to study during your semester at IITG. If a course has an enrolment limit or restrictions, request the HOD's approval to enrol.*
2. *Follow the HOD's guidance. The HOD may either assist you directly or refer you to another faculty member to finalize your course selection.*
3. *If you wish to take courses from another department, send a similar email to the HOD of that department and obtain their approval.*
4. *Complete the Learning Agreement with the courses approved through email.*
5. *Obtain your home university's International Office signature on the Learning Agreement, confirming their approval of your selected courses.*
6. *Email a scanned copy of the signed Learning Agreement to IIT Guwahati. The International Office at IITG will obtain the required signatures from the concerned officials and process the agreement.*



Indian Institute of Technology Guwahati

Learning Agreement

ALUMNI, CORPORATE AND INTERNATIONAL RELATIONS

1.	Name of the student: Department:	Name of the Parent University and the Department:
2	Name and Email ID of the contact faculty member at IIT Guwahati:	Date of Birth: Gender (M/F): Semester:
3	Proposed semester to study at the IIT Guwahati:	Email: Phone(Mobile):

Course Details

<u>Study programme at IIT Guwahati:</u>			<u>Equivalent study programme at Parent University</u>		
(List of courses at IIT Guwahati)			(Equivalent courses at Parent Institute/University)		
Code	Name of the course/s	Credits	Code	Name of the course/s	Credits
Note: If necessary, continue the list on a separate sheet					Total:

(Student's Signature)
Parent University

(HoD Signature)
Parent University

(Supervisor's Signature)
Parent University

Host University Office (IITG)

We confirm that the proposed courses mentioned above are approved and all credits can be transferred back to parent university.

(Signature) DUPC/ DPPC with seal pl.	(Signature) Head of Department with seal pl.	(Signature) DoACIR Forwarded to DoAC/DoAR	(Signature) Dean of Academic Courses / Dean of Academic Research
IIT Guwahati	IIT Guwahati	IIT Guwahati	IIT Guwahati