

Exchange students can apply in MERI for SPRING Session .
SPRING session for Mgmt. courses commences on 1ST JANUARY and
ends on 30th April.

The last date for applying :

SPRING SESSION : 31ST AUGUST, 2013

Check list for Foreign students while applying to MERI:

1. Resume / Bio data
2. Graduation degree/Certificate/Provisional certificate duly certified by the University/ College.
3. Transcripts of Marks
4. Standard 12 or equivalent (BAc etc.) marks sheets
5. Standard 10 Marks sheet
6. 2 Recommendation letters (Out of which at least one should be academic preferably from the last institute attended)
7. Work experience letters (If applicable)
8. IELTS/ TOFEL scorecard or certificate from the sponsoring University/ college (As a proof of English proficiency)
9. Insurance / medical cover for the entire duration of stay in India
10. Financial arrangement/ Availability of funds in India
11. Copy of the return ticket (to be submitted 15 days before departure from the France)

Documents required for Registration with FRRO (Foreigners Regional registration officer) Only in case stay in India is more then 180 days:

- , Registration should be done within 14 working days of arrival in India
- 2 Photos
- Accommodation proof (Separately and not on the admission letter)
- Passport/ visa copy
- FRRO Form
- Offer letter from University/ exchange program letter
- NOC from French Institute
- Sources of finance self sponsored/ paid/ school sponsorship etc.
- If not registered within 14 working days then Rs. 1000/- late fee to be paid to FRRO

ACCOMMODATION AT MERI

Staying in MERI's accommodation is not compulsory, however in case a student require accommodation at MERI, we can arrange accommodation for him/ her in or near the campus from at a cost of 200 euros p.m. as per the following details:

- The accommodation shall be on twin sharing basis in air conditioned rooms with attached bath rooms fitted with Geysers.
- It will also include one bed with mattress and pillow, however two bed sheet and two pillow covers have to be arranged by you, the same can be purchased locally at very reasonable cost.
- One study table with chair and one wardrobe. Students have to bring their own laptops.
- Common room with Television.
- Electricity charges on actual basis will be paid by the students separately.
- In case student want food to be provided by MERI, we can arrange breakfast, lunch and dinner (Vegetarian only) at an extra cost of Rs. 2600/- per month.
- Pick and drop facility from Air port to the Institute and vice versa is provided to the students availing MERI's accommodation.

In case you want accommodation to be arranged by MERI, apply for accommodation in the format given below along with a bank draft towards the cost of accommodation so that the accommodation can be arranged for you.

FORMAT FOR RESERVATION OF ACCOMMODATION AT MERI

Date

The Dean (Management),
Management Education & Research Institute
53-54, Institutional Area,
Janakpuri,
NEW DELHI- 110 058
INDIA

Reg: Request for reservation of accommodation at MERI, New Delhi.

Dear Sir,

I have been selected to undergo one semester of PGDM/ MCA course at MERI commencing in _____ 2011. I shall be reporting to MERI for the above course on

I request you to reserve accommodation for me in or around MERI campus. I also enclose herewith bank draft for _____ euros towards the cost of accommodation.
Regards.

(Name of the Candidate)

Encl: as above