



आचार्य मनिष र. जोशी  
सचिव

**Prof. Manish R. Joshi**  
Secretary



विश्वविद्यालय अनुदान आयोग  
**University Grants Commission**  
(शिक्षा मंत्रालय, भारत सरकार)  
(Ministry of Education, Govt. of India)

F.No. 2-12/2025(IC)

12 पौष, 1947/2<sup>nd</sup> January, 2025

**NOTICE**

**Subject:** Compliance by HEIs under “The Immigration and Foreigners Act, 2025” and the “Immigration and Foreigners Rules, 2025” regarding registration of Incoming Foreign Students – Submission of Form -II.

**महोदया/महोदय,**

The Department of Higher Education, Ministry of Education, Government of India has issued an Office Memorandum dated 19<sup>th</sup> December, 2025 on the subject cited above. The Government has enacted a new single consolidated legislation on foreigners and Immigration “The Immigration and Foreigners Act, 2025” and has also notified the “Immigration and Foreigners Rules, 2025”.

Section 9 of the Immigration and Foreigners Act, 2025 stipulates that “Every University and Educational Institution or any other institution admitting any foreigner shall furnish information to the Registration Officer in respect of such foreigner in such manner as may prescribed.”

Further, Rule 16 of the Immigration and Foreigners Rules, 2025 stipulates that “Every University and Educational Institution including school or any other institution, admitting any foreigner, including an Overseas Citizen of India Cardholder, shall furnish to the Registration Officer, electronically, the information in respect of foreign students enrolled in their institution in Form-II through the designated online portal or the mobile application as referred to in sub-rule (1) of rule 12, within the period mentioned and this shall be in addition to the Form-III to be submitted in respect of students provided with accommodation in a hostel.”

Since Form-II is a crucial document required under the Immigration and Foreigners Act, 2025 and the Immigration and Foreigners Rules, 2025, to comply with Indian Immigration laws and also to ensure national security, all Universities and Educational Institutions admitting foreign students are, therefore, requested to ensure strict compliance of the above statutory provisions, within the prescribed timelines, in addition to furnishing of information relating to students residing in hostels. Template of Form-II is attached herewith required for submission by HEIs.

सादर,

भवदीय,

  
(मनिष जोशी)

Encl.: As Above.

To,  
All Universities / Higher Educational Institutions (HEIs).

**FORM II**  
[See rule 16]

**FOREIGN STUDENTS INFORMATION SYSTEM**

[Earlier Form 'A']

**RECENT  
PHOTOGRAPH**

<b>Student Information (to be furnished within 24 hours from the time of admission)</b>	
Passport No.	
Visa No./OCI No.	
Surname	
Given Name	
Date of Birth	
Nationality	
Phone No.	
Email id	
Address in India	
SII Portal No. (Wherever applicable)	
Institution Admission No.	
Date of Joining in Institution	
Sponsoring Agency (if applicable)	
<b>Course Details (to be furnished within 24 hours from the time of admission)</b>	
Course Name	
Course Pattern	Non-Semester/Semester/Short-term
Course Duration	From Date: To date:
Fee Structure	
<b>Registration with FRRO</b>	
Registration Certificate Number	
<b>Change of Course details</b>	
Course Name	
Course Pattern	Non-Semester/Semester/Short-term
Course Duration	From Date: To date:
Fee structure	
<b>Academic Performance Entry (To be furnished Semester-wise; attendance details to be furnished half-yearly)</b>	
Attendance	Regular/Irregular
Examination conducted	Yes/No
Result	Pass/Fail
General Conduct of Student	Good/Bad
Enter details about Conduct	Remark Entry
Eligible to continue Course	Yes/No
<b>Exit Entry (Details of Student Exit from Institution (to be furnished within 24 hours from the time of completion of the course/ date of exit from the institute/ course))</b>	
Student's Exit Information	Date:
Reason to Exit	Course completed/discontinued by student/terminated

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