



Responsibilities of the Office of International Relations, Nirma University

1. Single-point contact for carrying out all collaborative activities with foreign institutions, which include:
 - a. identify and develop mechanism for Nirma University to promote its activities at international-level and attract interest from the universities of global repute,
 - b. identify and interact with foreign universities of international repute for mutually beneficial relationship in the areas of student/faculty exchange, joint research, academic enhancement and formalize institute collaborations,
 - c. identify and interact with foreign universities of multinational repute for the purpose of joint research and student internship/employability, and formalize collaborations,
 - d. coordinate with the Heads of Institute of Nirma University to activate memorandum of understanding (MoU),
 - e. manage centrally all international relation related activities across all Institutes, facilitate exchange of faculty, joint research projects, sharing of knowledge on best practices in higher education, etc.
2. Various promotional activities and brand building at global-level for various programmes offered by Nirma University for international admissions and coordination of such admissions.
3. To address grievances of foreign students in all matters.
4. To extend all possible help to the foreign students to adapt to new cultural environment and make their stay in India comfortable and enriching.
5. To provide single-point contact for registration with FRRO/e-FRRO.