



Dr. M.A. Sikandar  
 Registrar

F.No. MANUU/Acad/F.19/2018-19/46  
 10th August 2018

NOTIFICATION

- Sub: Constitution of Advisory Committee for International Students  
 Ref: 1) MANUU-ER.I Sec. Orders No. MANUU/ER.I(B)/F.55/  
 2018-19/304, dated 29.5.2018  
 2) EC Res. No. 70.3.7., dated 28.6.2018

In continuation to the Orders/decisions 1st & 2nd cited, the Vice-Chancellor is pleased to constitute the Advisory Committee for International Students at MANUU with the following composition:-

01.	The Vice-Chancellor	Chairperson	Ex-officio
02.	The Pro-Vice-Chancellor	Vice-Chairperson	Ex-officio
03.	The Registrar	Member	Ex-officio
04.	Director, Admissions	Member	Ex-officio (Prof. P.F. Rahman)
05.	Director, IQAC	Member	Prof. Syed Mohammed Haseebuddin Quadri, Head, Department of English
06.	HoD, Department of Arabic	Member	Dr. Syed Alim Ashraf
07.	External Expert	Member	Prof. Ismat Mehdi (Retd) Department of Arabic, EFLU
08.	External Expert	Member	Dr. Kirtana Thangavelu, S.N. School of Arts, HCU (Formerly Director, SIP Programme)
09.	Representative of Exam. Branch	Member	Mr. Syed Zabinullah Hussaini, Assistant Registrar (Exams)
10.	Representative of Finance Branch	Member	Mr. Mohd. Habeeb Khan, Assistant Registrar (Finance)
11.	Representative of Foreign Students	Special Invitee	Ms. Olfat Sagheer Ahmad Al Hazarzi, Ph.D Scholar, Deptt. of English, MANUU
12.	Dean, International Students	Member-Convener (Ex-officio)	Prof. Shugufta Shaheen

Mr. Shaanavek, CIT

17/8

10/8/18

2. The Advisory Committee for International Students is expected to advise the University on all matters connected to foreign students and guide the newly established office of the Dean, International Students for attracting more foreign students to MANUU in different programmes of study.
3. The term of the non ex-officio members shall be for a period of two years from the date of this Notification. The Committee is expected to meet twice in an academic year and make its recommendations.
4. The Advisory Committee shall prepare draft guidelines on the admission procedure of foreign students including the fee chargeable, accommodation, medical insurance, issue of supporting letter for obtaining visa etc. within one month from the date of constitution of the Advisory Committee.
5. The external members attending the advisory committee meetings are entitled to sitting fee, fixed conveyance allowance etc. as per norms of the University from time to time.

  
Registrar

Copy to:-

1. All Members (By name)
2. Office of the Vice-Chancellor & Pro-Vice-Chancellor
3. All the Deans of Schools/Heads of Departments
4. Dean (Academic)
5. Director, CIT - for uploading the Notification on the University website
6. PRO/Hindi Adhikari - for Urdu & Hindi translation.
7. Office Copy