



INTERNATIONAL STUDENTS' HANDBOOK



The only state private university
accredited by NAAC-UGC
in western Gujarat region



RK University is ranked 4th across the nation
in Swachh Campus Ranking'18 by MHRD,
Government of India.



RK University is amongst the **top 50 Private Universities**
in the country in **Atal Ranking of Institutions on
Innovation Achievements** published by Ministry of Education,
Government of India.

WELCOME TO RKU

This hand book is prepared to make you familiar to this region, especially when this is your first visit to India. It will be helpful to you to understand the environment, lifestyle and culture of Rajkot city & RK University Campus.



ABOUT THE INTERNATIONAL STUDENTS CELL

International Students Cell (ISC) is a single point of contact for international students to get required support and services at RK University. The objectives of International Students Cell are to:

- Conduct orientation programs to make students familiar to the program enrolled, fee structure, eligibility criteria, and policies of the University.
- Provide support and assistance for visa and immigration-related processes, if required.
- Make aware of social and cultural modifications.
- Assist and provide council for social issues.
- Provide students comfort, convenience, and assurance to the students.
- Coordinate student-related international activities across the university.



CHECKLISTS

You should go through the checklist and prepare the things before you leave for India:

- Valid Passport
(Minimum Validity should be at least till the full duration of the program)
- visa from Indian Embassy/ High Commission
- The original, copies of your certificates/degrees, and 20 recent passport size photographs with white background
- Letter of admission issued by RK University
- The fee receipt or the proof of paid fees.
- Valid Yellow Fever Injection Card and Polio Drop Certification if you are traveling from Africa
- If there are certain medicines that you are supposed to consume due to any medical reason prescribed by a doctor, please carry them along. You must carry the prescription for that medicine.
- Residence proof issued by the government which clearly defines your address in English. If it is not available then you should keep the attested residential proof in English.
- International Medical Insurance (valid in India) for the complete duration of the program, also assures that you are medically fit to pursue the program before you leave your country.
- Carry your money in form of Travellers Cheques which can be easily redeemed at the airport as well as a number of foreign exchange offices and banks. A huge amount of cash in any currency is not advisable to carry.
- Keep all the contact phone numbers handy in case of any emergency.
- The electric standard in India work on 240 V, So ensure that you have an adapter for your mobile or laptop if it operates on a different voltage in your country. Also, the electric sockets are 2 or 3 pins so ensure that you carry a universal converter/adapter.
- All basic need goods are available in India, however, try to get all that you would require during the initial few days.

You should keep the following things handy as you need to use them frequently:

- Passport
- Valid Yellow fever card (if traveling from Africa)
- Valid Polio drop certificate (if traveling from Africa)
- Admission letter issued by RK University
- Air ticket and boarding pass





SERVICES OFFERED ON CAMPUS

Career counseling

We listen to students' queries, problems, difficulties and solve them as soon as possible. Regular student counseling are in practice to monitor their academic progress, guide and solve their difficulties.

Student assistance

International Student Cell provides assistance to all international students regarding the VISA and FRRO process. Students will also get support to reissue any important documents, issue SIM card, and open bank account.

Medical facilities

- RK University Ayurvedic Hospital is inside the campus to cater the need of any medical emergency to students, faculty members, and general public nearby places.
- 24-hour emergency response devices and patrols
- Late-Night transport/escort service
- Required and Optional safety courses
- An emergency Ambulance van available in house round the clock

Awareness programs

The Office of International Affairs organizes awareness programs regularly for all students. Students are informed about research opportunities, international internships, summer school programs, higher education scholarship opportunities, upcoming events, festivals, etc. through awareness programs.



SERVICES OFFERED ON CAMPUS

Transportation

The University has more than 30 buses to transport students & staff from various parts of the city to the University campus.

Sports

For the overall development of the students, University emphasizes on sports as well. University campus has play grounds for cricket, football, volleyball, tennis, and basketball along with indoor games and GYM facilities. The University encourages students to attain sporting excellence and provides all the necessary facilities and equipment to the students for maintaining physical fitness and good health. Students are given training by coaches. The infrastructure has been designed with good facilities for sports as well as recreational activities.

Canteen

Canteens and cafeterias are one of the important parts of student life where you can find most of the students chatting and gossiping on different topics. It plays a vital role in removing tensions and refreshing students. The college canteen provides a variety of delicious food at affordable rates.

The canteens and cafeterias remain open on all working days. It provides all types of nutritious and hygienic eatables and beverages to cater to the students, staff, and visitors.

City tour

It is important to know about the city and its culture when one resides there and hence we will arrange visits as and when required. Rajkot city tour is organized as per the need of the students. International Student Faculty Advisors also provide detailed information about any tour.

JOURNEY TO RKU

RK University is located in the city called Rajkot in Gujarat state. Rajkot is having a domestic airport with flights from Delhi, Mumbai, and Bengaluru. Ahmedabad Airport is one of the biggest airports in the Gujarat state which is 228 KM far away from Rajkot which takes approximately 5 hours by road.



Kindly find convenient airports below if you are coming from foreign countries.

Location (city)	Airport name	Suitable if you are coming from
New Delhi	Indira Gandhi International Airport	Any country
Mumbai	Chhatrapati Shivaji Maharaj International Airport	Any country
Bengaluru	Kempegowda International Airport Bengaluru	Sri Lanka. Well connected with all domestic airports
Ahmedabad	Sardar Vallabhbhai Patel International Airport	Africa. Well connected with all domestic airports
Rajkot	Rajkot Airport	Having connectivity from Delhi and Mumbai

PICKUP SERVICES

We will provide local transportation from Rajkot Airport, Rajkot Bus Stand and Rajkot Railway Station. Student can come to university using following options:

By Air

Rajkot Airport - Well connected with Delhi and Mumbai and we will provide local transportation to University. kindly check flight luggage weight limit before you book your domestic flight.

Ahmedabad - Connected with all major cities of India. If a student is landing at Ahmedabad Airport, then they need to board in a Volvo bus to Rajkot from Ahmedabad Airport (Available in the Parking area of Domestic Airport - Terminal 1). It will be 5 hours journey from Ahmedabad airport to Rajkot with Volvo bus (Patel Travel, Eagle Travel and Neeta Travel). Students need to get down at Green Land Chokdi at Rajkot (Its first point of Rajkot) and we will provide local transportation to University.

By Railway

Rajkot railway station is well connected with all major cities of India and we will provide local transportation to University.

By Bus

It will be 5 hours journey from Ahmedabad airport to Rajkot through Volvo bus (Patel Travel, Eagle Travel and Neeta Travel) . Bus Services from Mumbai to Rajkot is also available. Students need to get down at Green Land Chokdi at Rajkot (Its first point of Rajkot) and we will provide local transportation to University.

RK University provides pick up and drop facility from Airport, Railway Station and Bus Station of Rajkot to the University campus. Make sure you inform the Office of International Affairs at RK University of your flight details and your arrival date well in advance.

STEP BY STEP PROCESS

AFTER ARRIVAL ON CAMPUS

Day 1: Welcome, Room Allotment, Welcome Kit, Campus Visit, Wi-Fi access, Covid Test, Buddy allocation.

Day 2: Admission form fill up and issue temporary I card, Fee payment, issuing SIM cards.

Day 3: General Meeting for Feedback and to solve any query, Welcome Photo, Mentor Meeting at department, Department visit, Director meet with social distancing, Library Access, FRRO if applicable.

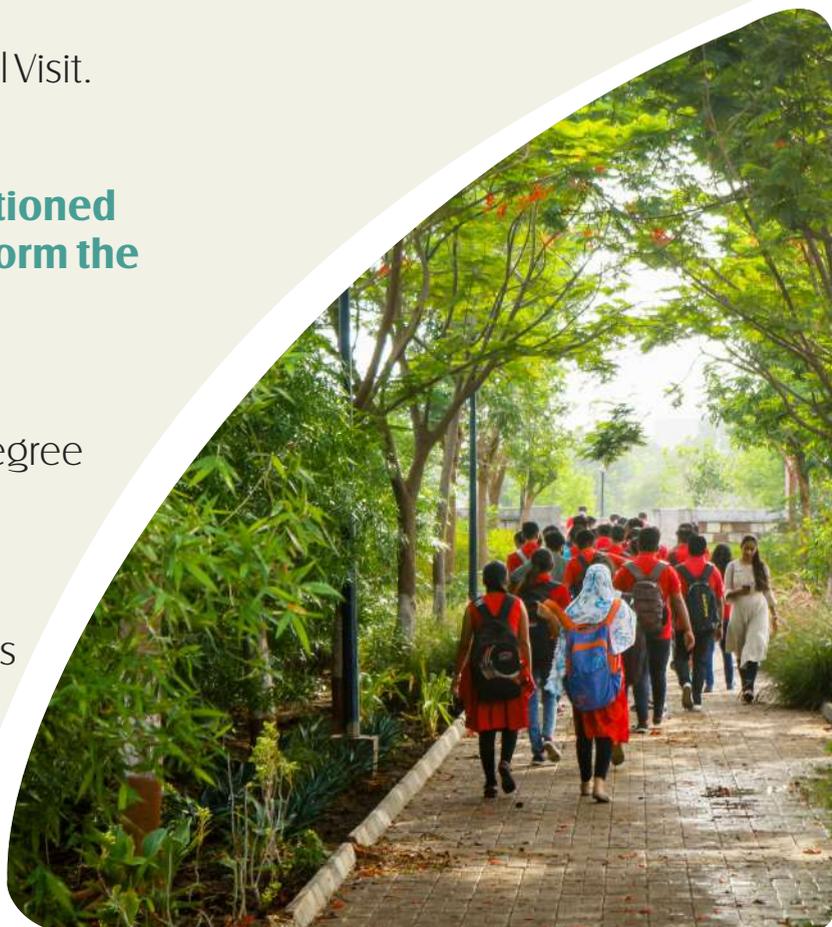
Day 4: Participation in Sports / Music / Cultural Event.

Day 5: Opening Bank Accounts, General Meeting for Feedback and to solve any query.

Day 6 (Sunday): City Tour & Mall Visit.

Kindly keep the below-mentioned documents with you to perform the entire process step by step:

- 1) Photocopy of Passport
- 2) Photocopy of visa
- 3) Photocopy of your results/degree certificates
- 4) Bonafide certificate
- 5) Copy of Form C
- 6) 20 Passport size photographs



LIVING IN INDIA

Indian currency

- The currency in India is Rupee ₹.
- Kindly find the photo widely available Currency notes and coins.

Weather and clothing

The Rajkot lies on 128m above sea level.

- The climate is referred to as a local steppe climate. There is not much rainfall all year long. The average annual temperature is around 26.7 °C.

In Rajkot, summer season can be considered from

- April to July. The temperature is highest on average in May. Minimum and maximum temperature recorded in the month of May is around 32°C and 44°C, respectively.

It can be particularly cool from the end of December to March. January is

- the coldest month of the year. Lowest temperature goes up to 8°C.

Kindly pack your baggage as per the local weather. You are suggested to

- bring one pair of traditional clothes to represent your culture.



RULES & REGULATIONS:

Hostel:

- All students must follow Covid 19 guidelines published by RK University and Government of India.
- Ragging on the campus is banned. It is a serious offence. Necessary actions will be taken against those students who are involved in such kind of activities.
- Students have to do the registration for the hostel every year before completion of even semester-end examination.
- Hostel Fees can't be refunded against cancellation of admission.
- The Management reserves its right to change these rules from time to time keeping the students informed through general notice displayed on the hostel notice boards.
- Reporting time will be 9:00 PM (Indian Standard Time) for hostel students. After 6:00 AM, they can go outside of the hostel. Every day roll calls will be taken so students have to remain present at their room.
- Students will not be allowed to stay in hostels if detained from an institute.
- When the students go out of their room, they must switch off all the electrical / electronic appliances, and keep it locked (at all times). Violation will attract suitable penalty and punishment as decided by authorities.
- Don't waste water and close the tap after using it and maintain proper hygiene.
- Don't keep any costly item/large amount of money in the room. It can be deposited in the post office/bank. Management is not responsible in case students loses their valuables.
- Students must take care of hostel property, i.e. defacing walls, equipment, furniture etc. They have to pay equivalent charges if any item is damaged by them.
- Management reserves the right to cancel Hostel admission and/or initiate disciplinary action with/without prior notice to the student/parents, if the student fails to comply with the internal rules and regulations.
- Any dispute with respect to Hostel accommodation is to be settled at the level of committee to be formed as per guidelines of the Governing body. Shri SHTC Trust is regulated by the law of India and any legal dispute is subject to the Jurisdiction of the courts of Rajkot, Gujarat.

Mess:

- Students are not allowed to take meals in their room.
- After having food, diners shall leave the cup, plate, waste food etc. in the designated bins.
- Don't waste food.

Regarding to hostel leave:

- If any student wants to take leave or move outside of the campus, they have to sanction their leave before 24hrs from the rector. (Rector has rights to give permission in case of any emergency)
- Those students who will take out pass, they have to reach the hostel before 8:30 PM (IST).

Prohibition:

- Following activities or items are strictly prohibited on campus:
Smoking | Drinking of alcohol | Ragging | Gambling
Consumption of tobacco and any types of drugs
Any type of crackers and weapons | Cooking/Bringing food in hostel

Sickness:

- First aid kits are available with the hostel rector. Students can use it any time.
- If students are suffering from heavy sickness, the rector will admit them at RKU Ayurvedic hospital or the nearest hospital. Rector will inform the student's parents.

Private party/function:

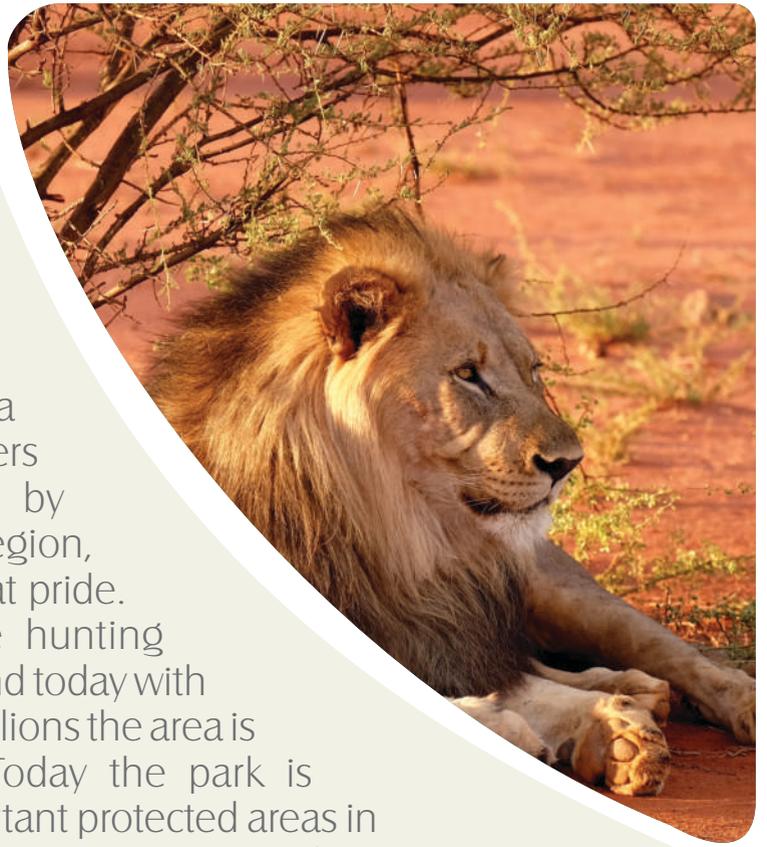
- Any private party or celebration will not be arranged in the hostel/campus without taking permission from the rector. Music volume should be less and the time duration of party should not be more than 45 min.

Once Hostel fee is deposited it will not be refunded/ transferred in any case.

GIR FOREST

Excursion places near by the City Rajkot

The area of Gir National Park was once the hunting ground for the Britishers during their reign in India and while hunting these great numbers of tigers and lions accompanied by several Rajas and Maharajas of the region, it was considered as a matter of great pride. Government of India banned the hunting process in the area in the year 1960 and today with an approachable count of increase in lions the area is only available for photo safaris. Today the park is recognized as one of the most important protected areas in Asia due to its supported species. Gir is accustomed of unique ecosystem with diverse flora and fauna and is now considered as one of the most important protected areas in Asia due to its unsupported species.



Gir, the royal kingdom of the Asiatic lions is the perfect dwelling place for most of the wildlife creatures and with the presence of great environs and topography thronging along this region, the area has really got its true importance. Also known as Sasan-Gir, or Gir forest, this is a forest and wildlife sanctuary in Gujarat, established in 1965.

The Gujarat State Forest Department has used the reserve area where the area is also flourished with more than 300 species of birds. The scavenger group of birds has 6 recorded species of Vultures. Some of the typical species of Gir include Crested Serpent Eagle, Brown Fish Owl, Crested Hawk-eagle, endangered Bonelli's Eagle, Rock Bush-Quail, Indian Eagle-Owl, Black-headed Oriole, Pygmy Woodpecker, Crested Treeswift and Indian Pitta.



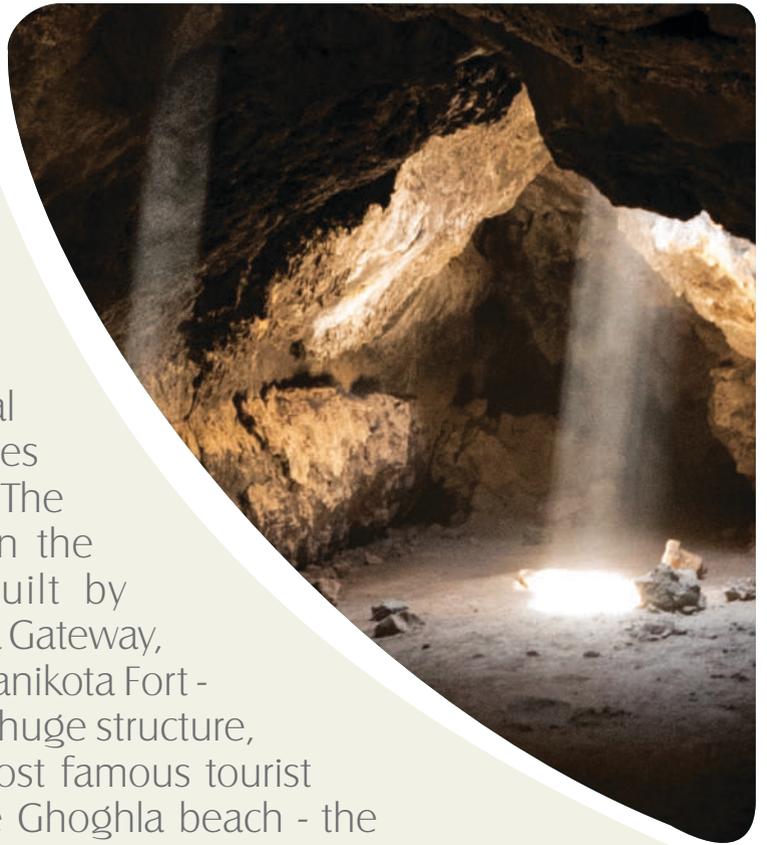
Official website:
www.girsomnath.nic.in

DIU

Excursion places near by the City Rajkot

Diu is an island situated slightly off the coast of Kathiawad near the Port of Veraval in Gujarat with a coastal length of 21 kms. There are many places in Diu which attract the tourists like The Naida caves, Fort Diu - located on the Western coast of Indian was built by Portuguese Nagoa Beach, The Zampa Gateway, the Diu Museum, Fortim-do-Mar or Panikota Fort - a former Diu Jail with white coloured huge structure, The St. Paul Church - one of the most famous tourist attractions of Diu, Sunset point, The Ghoghla beach - the Golden sand beach undulates into the horizon while the Arabian Sea laps away at the edge as though imploring the sands to let it find its own beach, and many more.

The documented history of the District of Diu begins with the Maurya rule (c. 322-220 B.C.). Emperor Chandragupta Maurya had extended his supremacy over Saurashtra and had appointed Pushagupta as Governor of the province of Saurashtra with the Head-quarters in village Girnar near Junagadh. The District seems to be under the rule of Indo-Greek kings Eukratides (C. 171-150 B.C.), Meanandar (C. 115-90 B.C.) and Appollodotes II of the 1st Century B.C. to about A.D. 50. Liberated on 19th December, 1961 from Portuguese; became a part of the Union Territory. of Goa, Daman and Diu under Government of India.



Official website:
<http://diu.gov.in/about-diu.php>

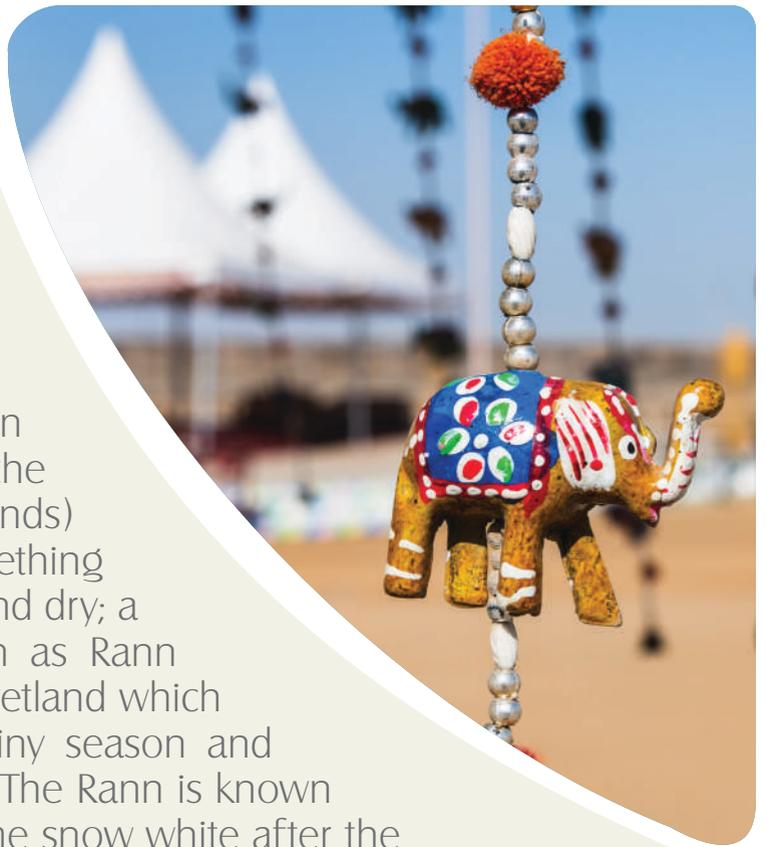
KUTCH

Excursion places near by the City Rajkot

Kutch District is surrounded by the Gulf of Kutch and the Arabian Sea in the south and west, while the northern and eastern parts are surrounded by the Great and Little Rann (seasonal wetlands) of Kutch. Kutch literally means something which intermittently becomes wet and dry; a large part of this district is known as Rann (desert) of Kutch which is shallow wetland which submerges in water during the rainy season and becomes dry during other seasons. The Rann is known for its marshy salt flats which become snow white after the shallow water dries up each season before the monsoon rains.

Experience Kutch at its colorful and exotic best during the Rann Utsav (festival) which is normally from October to February. This annually organized festival offers an opportunity for visitors to attend folk dance and music concepts, to watch artisans at work, to shop directly from NGO's craftspeople and village co-operatives, to see the great historical monuments in the state, and to visit places off the usual tourist trail. The cool winter breeze and soothing rays of full-moon night welcomes tourists. Nearly 32 cultural troupes from various districts of Gujarat participate in the Dance and Musical Carnival, and about 1,50,000 people from Bhuj and Kutch are expected to enjoy the carnival. The district is also known for ecologically important Banni grasslands with their seasonal marshy wetlands which form the outer belt of the Rann of Kutch.

The Kutch Embroidery is a handicraft and textile signature art tradition of the tribal community of Kutch District in Gujarat, India. This embroidery with its rich designs has made a notable contribution to the Indian embroidery traditions. The embroidery, practiced normally by women is generally done on fabrics of cotton, in the form of a net using cotton or silk threads. In certain patterns, it is also crafted over silk and satin.



Official website:
www.gujarattourism.com/hub/8



Official website:
www.rannutsav.com

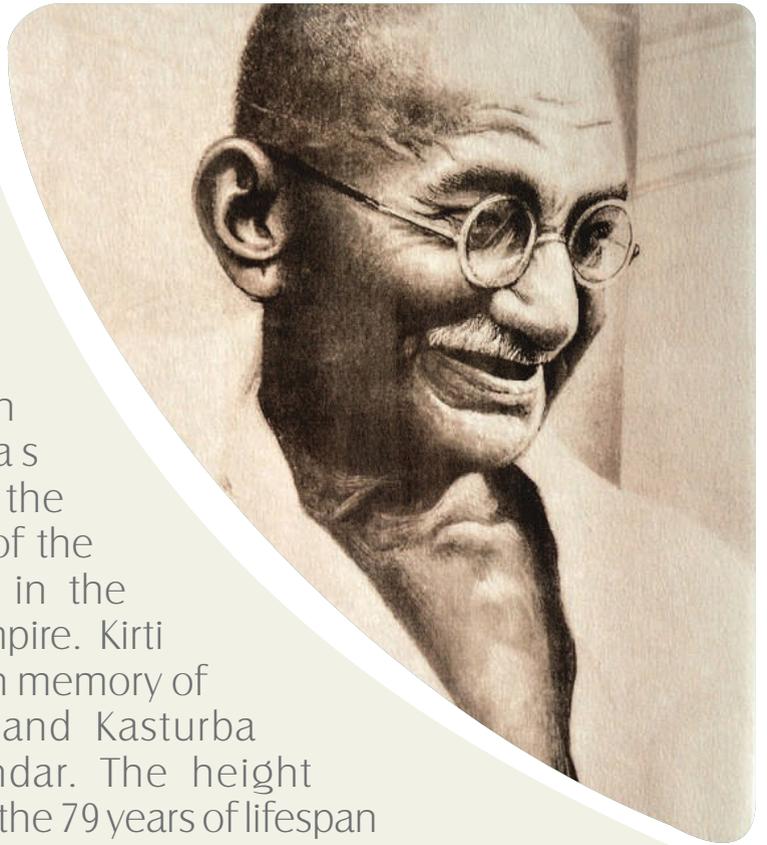
BIRTH PLACE OF **MAHATMA GANDHI**

Excursion places near by the City Rajkot

Mohandas Karamchand Gandhi was born on 2nd October 1869 in Porbandar (also known as Sudamapuri), a coastal town on the Kathiawar Peninsula and then part of the small princely state of Porbandar in the Kathiawar Agency of the Indian Empire. Kirti Mandir is the memorial house kept in memory of Mohandas Karamchand Gandhi and Kasturba Gandhi located in city of Porbandar. The height of the temple is of 79 feet symbolizes the 79 years of lifespan of Gandhi.

The monument Kirti Mandir is a symbol of religious integration of six religions, the architectural elements of Hindu, Buddhist, Jain, Parsi temple, Church and Mosque are symbolized at Kirti Mandir integrate, which symbolize Gandhi's respect towards all religions. There are life size oil paintings of Mahatma Gandhi and Kasturba kept side by side in the centre of Kirti Mandir. Gandhi wanted that he should not be made a God and so, keeping his wishes, floral garlands are not used. The auspicious words, 'The Truth' and 'Non-violence', symbolizing his life and preachings are placed near their feet.

On the right side there are two rooms as the memorials of Maganlal Gandhi and Mahadev Desai, and the room on the left hand side is meant for the exhibition of the museum. These three rooms contain articles of khadi, handicraft, the centre is for the sale of books, the office-room and the reception hall. Kasturba-Mahila Library situated in the Kirti Mandir. The Kirti Mandir is the main tourist attraction of the town.



Official website:
www.gujarattourism.com/destination/details/7/274

www.rku.ac.in



Thank you

OFFICE OF INTERNATIONAL AFFAIRS

Kapil Pandya - Executive

Office of International Affairs

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HOSTEL

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ADMISSION CELL

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