



Registration Form
Customized Short-term Study in India Programme
International Relations Office (IRO), TISS



A) Programme Details:

- Name of the Programme :
- Programme Period/ Duration :
- Name of the Home University :
- Name of Degree/ Programme /
registered at the Home University
(School/ Centre/ Department) :
- Name of the Faculty Coordinator (If applicable):

Paste
Recent Photograph here

B) Basic Information:

- Given Name (as stated in your passport) :
- Family Name (as stated in your passport) :
- Father's/ Mother's/ Guardian Name :
- Date of Birth (DD/MM/YYYY) :
- Age :
- Sex :
- Email Id :
- Contact No. (with area code) :
- Nationality :
- Country of Present Residence :
- Permanent Address :
- Current Address :

C) Passport Details

- Passport Number :
- Date of Issue :
- Date of Expiry :
- Place of Issue :

D) Travel Related Details: (Kindly forward us a scanned copy of your ticket to arrange your airport transfers). Please fill this information carefully.

◆ **Arrival in Mumbai**

- Departure Date and Day from home country :
- Departure time from home country :
- Flight Number :
- Connecting Flight? (Yes/ No) :
- Via :
- Arrival date and time in Mumbai :
- Gate No./ Terminal Number :
- Any other Important Details :

◆ **Departure Details (From Mumbai):**

- Departure Day and Date from Mumbai :
- Departure flight time from Mumbai :
- Flight Number :
- Gate No./ Terminal Number :
- Domestic or International :
- Check out from TISS :
- Any other Important Details:

Important Instructions:

- ✓ Kindly carry your laptop/ I-pad or tablet for easy access to the Internet and reading material.
- ✓ Kindly send us the scanned copy of your latest photograph, passport and visa alongwith this form at iso@tiss.edu. For any queries, kindly contact iso@tiss.edu / 022 2552 5920/ 5919.
- ✓ Do note that for domestic flights, students are advised to leave TISS campus at least 2.5 - 03 hours in advance and for international flights the students will have to leave TISS a minimum of 04 – 05 hours in advance to be able to reach airport and successfully board the flight.
- ✓ Please note that if your visa explicitly states '*kindly register within 14 days of arrival*' or has been '*issued for more than 180 days*' you will have to register with the Foreigner Regional Registration Office, (FRRO) - <http://www.immihelp.com/nri/foreigner-registration/requirements-exemptions.html>
- ✓ IRO will provide you all the necessary paper-work for the FRRO registration. This is a mandatory procedure.
- ✓ For FRRO – we request you to carry 8 passport size photographs, and keep the following documents ready
 - Scanned copies of their visa (pdf file format - less than 200 kb), passport (pdf file - less than 200 kb) and photograph (dimension: 4cm * 4cm & size less than 50 kb) to complete the registration process.