

SRM SEMESTER ABROAD PROGRAM (SAP)
FOR SHORTLISTED / SELECTED STUDENTS

CHECKLIST
TO APPLY

- Completed Application Form (On Line or Hard Copy)
- Official Transcript(s) in English (Mark sheets)
- Recommendation letter (Evaluation Form)
- Statement of Purpose (Statement of Objective) if required
- Curriculum Vista (CV)
- Financial Certification Form (3 sets: 1st to the Oversea University; 2nd for Visa; 3rd your copy while traveling). Based on SRM letter, bank Can grant loan.
- Passport copy (first and last page with address)
- Fill chosen 3 / 4 courses after checking prerequisite in consultation with SRM professors.

ACTION ON SELECTION AT SRM - ANTICIPATING ACCEPTANCE AT USA

- Book the ticket return – to arrive overseas 10 days earlier to commencement of semester
- Book Visa Date – Pay HDFC for the code as activation takes three days. On receipt of I 20 book available visa interview date and request to advance the date. After the interview, though it takes 3 days to get the visa, allow 7 days. A gap of 10 – 15 days between visa interview date and date of departure is required. During Visa Interview, SRM letter permitting semester abroad can be shown, if required.
- Book Accommodation for stay oversea
- Wait I 20 form and acceptance letter from the University

NOTE: Preferred courier for sending documents overseas is FedEX or DHL.

STATEMENT OF OBJECTIVE (SOO) OR STATEMENT OF PURPOSE (SOP)

Describe in your statement of purpose:

- Your reasons for applying to the proposed program at the chosen university and your preparation for this field of study
- Your research and study interests
- Future career plans and other aspects of your background and interests which may aid the admissions committee in evaluating your aptitude and motivation for graduate study

SAMPLE STATEMENT OF OBJECTIVE

Even from my school days, I was fascinated by the power of electronics, impacting every ones life. The first introduction course on basic electronic thrilled me. That was the time, India took on to reform, revolutionizing telecommunication, infrastructure, and electronics and software industry . I could feel the unfolding challenges and opportunities. The electronics and communication field offered so much to us and still seemed to have so much left undiscovered.

I have always set a very high target for myself and have worked diligently to achieve it. To excel meant so much to me. No stopping on catching up my goals. Secured top rank in high school with 92% and later got selected to B.Tech in Electronics & Communication Engineering at SRM university, one of the most prestigious and sought after university in the country.

I strove hard to maintain a consistently good academic record with CGPA of 9.5 right from my first year. This helped me to get selected to pursue a semester at MIT. Truly, a rare recognition and dream coming true. At MIT, I plan to specialize by taking courses in Signal Processing, Electro Magnetic and Applications, Microelectronics and Nano-Electronics. I have also extensively used and benefited from Open Course Ware of MIT.

It would really be a life time experience to be a part of MIT which is known for its inspiring and challenging environment with eminent scholars & noble laureate and diverse student community. This would sharpen my understanding and brighten my scope to pursue graduation and advanced research in world renowned university like yours.

I understand that I have to put in painstaking hard work and compete with the best in the world. I am ready to take on challenges as I believe that the opportunities are the ones that we create. To sum it up, I am keen to do that 'extra mile' of going beyond to make a difference. Simply, want to be part of MIT history, inventing the future.

FINANCIAL CERTIFICATION FORM
(SAMPLE LETTER FROM FATHER / SPONSOR)

Ramachandran (a)

(b) XXXXX(address)

XXXXXXX
XXXXXXX
Tamilnadu
India

May 7, 2008 (c)

Dear Sir,

Sub: Affidavit of Financial Support Certification

I, as father of Nitin SEKAR(d), promise to be financially responsible in meeting his (e) expensive towards the tuition fee, living expenses, medical insurance and any other related expenses while pursuing Fall Semester 2008 (f) at your university..

Also attaching the bankers certification for a sum of USD 25,000 (g) / - (USD twenty five thousand) (h) in this regard.

Yours Truly,

XXXXXXXXXXXX

.....
Read this to prepare this letter. NOTE

- (a) replace with your father's or sponsor's name
- (b) write your address
- (c) replace with the date of your letter
- (d) your son / daughter 's name: First name in Small letter and Surname in Capital letter as per the passport / likely to be in passport
- (e) if daughter, replace with 'she'
- (f) -In case of USC: replace with 'Fall Quarter 2008', if going for two semesters, replace with ' Fall and Spring Quarter s 2008'.
-In case of UWM on transfer, replace with ' Bachelor of Science & Master of Science"
- Other universities, retain FALL 2008
- (g) Replace with what appears on bankers statement.
- (h) Replace with what appears in (g) and should be same as what appears in Financial Certification..

.....

FINANCIAL CERTIFICATION FORM
(SAMPLE LETTER FROM BANK TO FATHER / SPONSOR)

XXXXXXXXXX(Bank Name)

XXXXXX

(bank address)

XXXXXXXXXX

XXXXXXXXXX

Tamilnadu

India

XXXXXXX, 2008

To

XXXXXXXXXX(your father's / sponsor's name)

XXXXXXXXXXXXXXXXXX(father's/sponsor's address)

XXXXXXXXXXXXXXXXXX

India

Dear Sir,

Subject: Balance Confirmation

We confirm that Mr. xxxxxxx(your father's/ sponsor's name) is having fixed deposit with us. His balance across all fixed deposit as on May 20, 2008 (a) is Rs XXXXXX (b)(rupee XXX lacs) which is approximately equivalent to USD XXX (c) / - (USD XXXX only) (d)

This is issued as per the customer's request without any liability on the bank or any of its officials.

Thanking you,(xxxxxx)

Branch Manager

.....
Read this to prepare this bankers letter. NOTE

(a) Replace with date of the letter

(b) , (c) & (d)

Fill the appropriate figure for your university & duration. Say, it requires \$ XXX, provide a cushion of say \$ 5000 and make it as \$ XXXX . And to convert Rs to \$, divide by Rs / \$ rate.

FINANCIAL CERTIFICATION FORM
(SAMPLE LETTER FROM BANK IN CASE OF BANK LOAN)

XXXXXXXXXX(Bank Name)

XXXXXX(bank address)

XXXXXXX
XXXXXXX
Tamilnadu
India

November 9, 2007

To

XXXXXXX(your name)
XXXXXXXXXXXXX(your address)
XXXXXXXXXXXXX
India

Dear Sir,

Subject: Loan sanctioned for semester study abroad program

We confirm that Mr. xxxxxx(your name), student of SRM University, Chennai, India, has been sanctioned a loan Rs xxxxxx (rupee xxxxxxonly) which is approximately equivalent to USD xxxxx / - (USD xxxxxxxx only) for meeting the fee, living expenses and others relating to study abroad.

This amount would be allowed to drawn on submission of related documents like I 20, visa and others.

Thanking you,

(xxxxxx)

Branch Manager

(SAMPLE SRM LETTER FOR BANK LOAN)

TO WHOMSOEVER CONCERN

This is to confirm that XXXXXX (your name), student of XXX (your degree program), SRM University, Chennai, India, would be going over to XXXX (University name & address) for the XXX semester XX - XX May 200X. This would greatly help to gain international experience and exposure..

The expenditure for the semester stay abroad would be US\$ XXXX including the fee and living expenses.

With Best Wishes,

XXX
SRM University
Chennai, INDIA

(SAMPLE SRM LETTER FOR VISA INTERVIEW)

TO WHOMSOEVER CONCERN

This is to confirm that XXXXXX (your name), student of XXX (your degree program), SRM University, Chennai, India, would be going over to XXXX (University name & address) for the XXX semester Jan – May 2008. This would greatly help him / her to gain international experience and exposure.

With Best Wishes,

XXXXX
SRM University
Chennai, INDIA

(SAMPLE CV)

Yasir Hassan Munshi
School of Mechanical engineering, SRM University, Chennai, India
Residence: Hamid Manzil Nawpora, Srinagar, Kashmir, J & K-190001
Email: yasirh_007@yahoo.com

PERSONAL GOAL

To pursue my higher education in a challenging and driven environment, which would help me gain stronger roots, in the field I am passionate about and pave the way for my strong contribution to mechanical engineering.

PERSONAL DETAILS

Date of birth : December 11, 1985 | Age : 21 | Sex : Male
Father's name : Dr. Iftikhar Hussain Munshi
Mother tongue : Kashmiri
Languages : Read | English, Kashmiri, Hindi, Urdu, German, Arabic
Write | English, Kashmiri, Hindi, Urdu, Arabic
Speak | English, Kashmiri, Hindi, Urdu

EDUCATIONAL PROFILE

SRM University, Chennai, India
Degree : Bachelor Of Technology (B.Tech)
Course : Mechanical Engineering
Expected Year of Graduation June 2008 CGPA: 9.28

AREA OF INTREST

1. Automobile Engineering
2. Nanotechnology
3. Power Plant Engineering

COMPUTING SKILLS

Fundamental of Computer
Tool: C and C++
Operating Systems: MS OFFICE, MS WINDOWS-98, WINDOWS XP

INTERNSHIPS

1. Undergone in-plant training at Upper Sindh Hydel Power Plant

PUBLICATIONS

1. Worked on a paper 'Implementation Hurdles and application of robotics with AI when miniaturized' which has been selected in an international conference.

PROJECTS UNDERTAKEN

1. Working on a project 'Waste heat recovery using turbochargers'. It helps in utilizing the waste heat produced from exhaust gases to run the air conditioning unit in a car.

ACHIEVEMENT

1. NEESF talent exam, 21st rank
2. National symposium- ADZAP, 1st rank
3. Completed skiing and trekking courses.
4. Collected funds for Helpage India.

(FAG) FREQUENT ASKED QUESTION AND STEPS

STEP 1

Pay HDFC Bank Rs XXXX(rough) for booking US Visa date including service charge. It can be done in cash. You need to take passport with you.. Remember, it takes 3 working days before it gets activated. This payment is valid for 12 months.

STEP 2

Apply on line for Visa Date. You need I 20 (first page) & HDFC details for this. Parry Travels can help you. One should keep looking at dates at least 10 – 15 days earlier than the departure date allowing 7 days for receipt of Visa after the Visa Interview. Alternatively, book a date and send email to US Consulate ChennaiNIV@state.gov requesting for advancing the date of interview which is normally done.

Sample Email Communication for advancing the Visa Interview Date is as under:

dreams.nitin@gmail.com>

to	ChennaiNIV@state.gov
date	Dec 20, 2008 11:50 PM
subject	ATTN: Expedited Appointments
mailed-by	gmail.com

Respected Sir,

I, Nitin Ranjan (replace with yours), studying at SRM University. I have been selected for Semester Abroad Program to University of Wisconsin-Milwaukee (replace with your university name). I have received my I-20 which states that I have to be there no later than January 8, 2008 (replace with your last date as per I 20) and my semester starts on 22nd of January (replace with your date of commencement of the semester). Hence I have to reach before 8th January so that I can be on time and also adjust myself to the new environment..

I have applied for the VISA interview and got my date as 22nd of January. I would like to request you to advance my date to reach there before 8th January (replace with your last date as per I 20)

I am attaching my I-20 and passport copy. Following are the details of my passport and I-20.

PASSPORT DETAILS

Surname: Ranjan (replace with yours)

Name: Nitin (replace with yours)

Passport Number: F1862002 (replace with yours)

I-20 Details:

SEVIS Number: N0004880121 (replace with yours)

I will be highly thankful to you if you consider my request and help me by taking necessary actions.

Kindly reply.

Regards

Nitin Ranjan (replace with yours)

SRM University

STEP 3

At the time of Visa Interview, take:

- 1) I 20
- 2) Passport
- 3) Financial Support Document
- 4) Letter / email from the University
- 5) SRM letter sponsoring
- 6) SRM Placement officer letter in case if you have got already placed on campus

- 7) Mark sheet
- 8) Any other, suggested by Parry Travel

STEP 4

Ticketing. Initially block round trip reaching a week earlier and return a week later (round trip ticket can be cheaper). You need to keep extending every 5 days till you buy the ticket. In August / September, sometime, it becomes difficult even to get the ticket due to rush. Advance planning helps two ways (1) to ensure that you can join the program as US university does not normally permit late arrivals (2) becomes cheaper..

STEP 5

Insurance. Take travel Insurance for 6 months or one year as the case may be. Health Insurance for 30 days to cover travel & days till you get Health Insurance of Host University. It is advisable to take Health Insurance from the University to avoid claim & settlement problems associated with the one from India.

SCHEDULE EXAMPLE

University of Wisconsin, Milwaukee (UWM)

HDFC Bank Payment	25 th June
Activation of HDFC Number	28th June
Booking Visa Dates on receipt of I 20	10 July
Visa Interview Date	15th to 31 st July
Receipt of Visa	10th August
Arrival at University	15th August
Commencement of Semester	22nd August

STEP 6

Ensure housing is arranged in advance.

STEP 7

US Dollar payments. The major amount goes towards fee. You can take DD in US Dollar and carry it with you to pay on reaching the University. Find out from web / university on whose name it should be drawn. Plus, you can take say US Dollar 5000 – 9500 to meet living expenses. On reaching, you can open a bank account and deposit the cash for future withdrawals. To be on safer side, you would like to carry International Credit Card with a limit of say Rs 50,000 to 1,00,000.

STEP 8

While traveling in Aircraft

Ensure that enough care is exercised while keeping the Passport , US Currency & fee DD, & Ticket in your pocket or hand baggage. Certain minimum clothing including winter cloths, lap top.& digital camera can be kept in the hand baggage..

STEP 9

To carry to US:

WINTER CLOTHING

- 1) Winter Coat
- 2) Woolen Glove
- 3) Woolen Sweater
- 4) Woolen Muffler
- 5) Woolen Shocks
- 6) Woolen Cap
- 7) Shoes
- 8) Woolen Blanket
- 9) Thermal wear
- 10) Digital Camera
- 11) Wi Fi Lap Top

FOOD ITEAMS

Minimum: Pickles, Garam Masala, Samabar Powder, Rasam Powder , Ready Paste / food mix.

MEDICINES (Check with your Doctor)

MEDICNE		Morning	None	Night
Fever	Paracetamal	I	I	I
Cold	Phexin	I	o	I
	Multicap	I	o	o
Dysentry	Norflox	I	o	I
	Diaria MD	I	o	o
	Lomofem	I	o	I
Gastic	STIBS	I		
	Pentacid	I	o	I
Vomiting	Avomin	I	o	o
Allergy	Avil	I	o	I
Vomiting + Indigestion	Cisapride	I	o	I
Pain Killer	Combiflam	I	o	I

3. RULES RELATING TO SEEKING JOB AT US SOON AFTER BS WHILE GOING ON TRANSFER

Yes. You are allowed for 27 months Optional Practical Training (OPT) after BS. During that period, one can apply for H1 (currently lottery system applies for BS). In case of not able to get H1, one can join MS and again opt for OPT of 27 months (being checked)

See below the details from US website:

" General OPT Requirements

- Employment must be "directly related" to the student's major
- Student must maintain lawful F1 status
- Student must apply for OPT before completion of all work towards a degree
- Students who have engaged in 12 months or more of full-time Curricular Practical Training (CPT) are not eligible for OPT
- OPT is permitted for up to 12 months full-time in total – part-time OPT (while still in school) reduces available full-time OPT by half of the amount of part-time work (for instance, if you work part time for 6 months, you can work full-time for up to 9 months)

Students can be authorized for 12 months of OPT for each successive level of degree achieved – for instance, you can do 12 months of OPT after receiving your undergraduate degree, go back to graduate school, and then do 12 months of OPT after receiving your graduate degree. Pre-completion OPT (students are still in school) and post-completion OPT (students have completed their degree) each have different rules:

OPT before completing a degree:

- Students must be enrolled in school full-time
- Students may only work 20 hours per week while school is in session
- Students may work full-time during summer and other breaks (as long as the student will return to school after the break)
- Student may work full-time after completion of all coursework, if a thesis or dissertation is still required and student is making normal progress towards the degree

OPT after completing a degree:

- After completion of your degree, OPT work must be full time (40 hours/week)
- All OPT must be completed within 14 months after completion of your degree
- Applications for post-completion OPT must be received by USCIS before the completion of the degree

One final note – be mindful of the travel regulations governing F1 students on OPT. If you leave the country after completion of your degree, but before receiving your EAD and obtaining a job, you may not be readmitted. You can leave the country after completion of your degree if you have your EAD and a job, but make sure you bring everything that you'll need to get back in (including valid passport, valid EAD card, valid F1 visa, all your I-20s with page 3 endorsed for travel by your international student advisor within the past 6 months, and a letter of employment, including dates of employment and salary).

4. ON-CAMPUS PLACEMENT AT THE END OF 6TH SEMESTER AT SRM

You are permitted to appear for the on-campus placement opportunities at SRM.

5. TALKING FROM USA

Best way to call through internet Skype .. Reliance India .. any other. It is less expensive.