<p style="text-align:center">INFORMATION BULLETIN IUSAE (UG &PG)</p>

1. Candidates can apply for IUSAE (UG & PG) through the "Online" mode only on the website http://www.iusae.com/.

2. Submission of the Online Application Form done by accessing the website http://www.iusae.com The Application Form in any other mode will not be accepted.

3. Candidates are allowed to select and submit application Form of any **Five university**, either from one or other five country.
(Please note* Candidates are allowed to select and submit only ONE application form and can choose a maximum of Five universities/colleges/institutions, either select a university/college/institution from one country or five different countries.).

4. Candidates must strictly follow the instructions given in the information Bulletin and on the IUSAE website. Candidates not complying with the instructions shall be summarily disqualified.

5. Candidates must ensure that the **e-mail address and Mobile Number** provided in the Online application Form are their own and/or Parents/Guardians only as all information/ communication will be sent by IUSAE through e-mail on the registered e-mail address or SMS on the registered Mobile Number only. IUSAE will NOT be responsible for any incorrect credentials.

6. **Instructions for Submitting/filling Online** Application Form**:**

❖ **Download Information Bulletin and Replica of Application Form. Read carefully to ensure your eligibility.**

Follow the steps given below to Apply Online:

<p style="text-align:center">Step 1: Candidate Registration:</p>

Candidate must create a USER ID & PASSWORD and choose Security Question and enter an Answer (small caps) to apply only five Application Form and note down the system generated Candidate ID. The candidate should provide the required details while filling the candidate registration Form. After successful registration of brief personal details, **Candidate ID** and **Password** will be generated and it will be used to complete the remaining Steps of the Application Form and will also be required for all future reference/correspondence. For subsequent logins, the candidate will be able to login directly with the system generated **Candidate ID** and **Password** created**.**

<p style="text-align:center">Step 2: Application Form:</p>

The Candidates can log in with the system-generated **Candidate ID and pre-created Password** for completing the Application Form including filling up personal details (in further detail), **choosing the Country, Course (UG&PG), University, Test Paper mode (online) and Examination Cities**, provide the details of Educational Qualifications, and uploading the images and documents (if any). You can edit/modify any information before submitting each Section. Check again before pressing the 'SUBMIT' button. No correction facility will be given at any stage after the Form Submission.
(Please note* Candidates are allowed to select and submit only ONE application form and can choose a maximum of Five universities/colleges/institutions, either select a university/college/institution from one country or five different countries.).

Upload Scanned Images of Candidate's recent Passport size Photograph, Class X & XII Marksheet and Class X & XII Passing Certificate or equivalency certificate(s) for conversion of CGPA/Grades, Graduation Certificate (For the Candidate applying for Post Graduate Course) with percentage, work experience (if any) and others details, Date of birth, Passport details (Yes/No),

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Aadhar number, English language proficiency test (PTE-61 overall/IELTS-6.5 overall/TOEFL-88 overall/Duolingo-125 overall) (wherever applicable):

NOTE* English Proficiency eligibility and test score may vary and depend to universities. Also, English requirement criteria shall be updated to candidate after qualified in IUSAE Examination. Some of university accept specific XII qualifications as evidence of English language ability. As per INDIA standard National Curriculum (CBSE/ISC) - 75% or above when awarded by the Central Board of Secondary Education (CBSE) or the Council for the Indian School Certificate Examinations (CISCE). 80% or above when awarded by an accepted State Board. Education must have been completed in English Medium.

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Step 3: Documents:

a. Candidates must upload his/her latest photograph, should be in colour with 80% face (without mask) visible including ears against a white background.
b. All uploaded images should be in PDF/JPG/JPEG Format (clearly legible).
c. The size of the scanned passport size photograph should be between 10 kb to 200 kb (clearly legible).
e. The size of the scanned Class X, XII Certificates should be between 50 kb to 300 kb (clearly legible).
f. The size of the scanned qualification certificates (UG & PG) should be between 50 kb to 300 kb (clearly legible),
g. The size of the scanned Identity Proof should be between 10 kb to 200 kb (clearly legible).
h. The size of the scanned Passport (Front and back page) should be between 10 kb to 200 kb (clearly legible).
Please check your photograph before submission of the Application Form. In case the photograph is blurred or not visible to identify the identity of the candidate then, the application will be rejected and no option for correction or revision will be permitted.

The entire application process for IUSAE (UG & PG) – Intake Ist- 2025 is online, including uploading of scanned images/documents, payment of fees, and generation of the Confirmation Page, Admit Card, etc. Therefore, candidates are not required to send/submit any document(s) including Confirmation Page to IUSAE through Post/ Fax/WhatsApp/Email/by Hand.

The facility for correction will not be given in future. In case, If it is found at any time in the future that the Candidate has used/uploaded the photograph, certificate(s) of someone else in his/her Application Form/Admit Card, or he/she has tampered his/her Marksheets/ Education certificates, or any other attached documents; these acts of the candidate shall be treated under Unfair Means (UFM) Practices and action(s) will be taken as detailed under the provisions of the Information Bulletin relating to Unfair Means Practices.

Step 3: Fee Payment:

After Submitting application Form, the candidates have to pay the requisite Application fee. The fee can be submitted online only through Net Banking, Credit Card, Debit Card, UPI. Processing charges and GST as applicable are chargeable to the candidate (in addition to the examination fee) by the concerned Bank/Payment Gateway Integrator. The Confirmation Page of the online Application Form will be generated only after successful payment by the Candidate. In case the Confirmation Page is not generated after payment of fee, then the candidate may have to approach the concerned Bank/Payment Gateway (in the helpline number and e-mail given in the Information Bulletin) for ensuring the successful payment or for obtaining the refund of duplicate/multiple payments]. The final submission of the Online Application Form will remain incomplete if **Payment Process** is not complete. Such Forms will stand rejected and no correspondence on this account will be entertained. **Please read payment policy.**

(Please note* Candidates are allowed to select and submit only ONE application form and can choose a maximum of Five universities/colleges/institutions, either select a university/college/institution from one country or five different countries.).

❖ Download, save and print a copy of the Confirmation Page of the Application Form (which would be downloadable only after successful remittance of fee) for future reference.

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❖ All steps can be done together or at separate timings. The submission of the Application of the candidate can be considered successful and his/her candidature would be confirmed only on the successful transaction/receipt of the prescribed application fee from him/her.

❖ Candidates shall ensure that the information entered by them in their online Application Form is correct.

❖ **All candidates must have to ensured that they have provided the correct e-mail address and mobile number. When Candidates register, they have to enter the OTP received on either their registered Mobile Number or registered email and before submitting the fees, they have to checks the details are correct.**

❖ *A copy of the Confirmation of submission of application Page, will be sent to the registered e-mail address of the Candidates as provided in the Application Form.*

❖ The information provided by the candidates in their respective online Application Form, like *Name of the Candidate, Contact Details, Address Details, Details of Parent/Guardian, Passport details, Aadhaar details, Educational Qualification Details, Date of Birth, Choice of Exam Cities, Gender* etc. will be treated as final and noneditable, post generation of confirmation page. **Any request for change in these particulars will not be considered by IUSAE Management council under any circumstances.**

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❖ IUSAE Management council does not edit/modify/alter any information entered by the candidates after completion of the application process under any circumstances. Any request for change in in Formation thereafter will not be entertained. Therefore, candidates are advised to exercise utmost caution before filling up the correct details in the Application Form. IUSAE Management council disclaims any liability that may arise to a candidate(s) due to incorrect information provided by him/her in his/her online Application Form.

❖ Candidates must ensure that their email address OR mobile number to be registered in their online Application Form are their own, as relevant/important information/ communication will be sent by IUSAE Management council through e-mail on the registered mail address and/or through SMS on the registered mobile number only. IUSAE shall not be responsible for any non-communication/miscommunication with a candidate due to error in the email address or mobile number given by him/her or if the details provided by him/her are other than his/her own. *Candidates are advised to visit the IUSAE Website and check their e-mails regularly for the latest updates.*

❖ Candidates shall appear at their own cost at the examination centre on the date and time indicated on their Admit Cards issued by the IUSAE Management council in due course through its website.

❖ Any request to change the Application Form, Examination Centre, Date, and Time provided on the Admit Card shall not be considered under any circumstances.

❖ **Candidates are NOT allowed to carry Instruments, Geometry or Pencil box, Handbag, Purse, any kind of Paper/ Stationery/ Textual material (printed or written material), Eatables, Mobile Phone/ Earphone/ Microphone/ Pager, Calculator, Pen, Slide Rules, Log Tables, Camera, Tape Recorder, Electronic Watches with facilities of calculator, any metallic item or electronic gadgets/ devices in the Examination Hall/Room.**

Exam will on computer based only.

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Step 4: Selection Process:

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❖ Candidates must meet predefined eligibility criteria such as age, academic qualifications, and language proficiency. Submission of required documents, such as proof of identity, academic transcripts, and certificates. IUSAE Management council shall Review of applications to ensure that candidates meet the basic eligibility criteria and if find any discrepancy candidate Form will be rejected.

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Candidates are requested to review <u>Public Notice- IUSAE (UG&PG)-2025 Seat allotment Process.</u>

❖ Registered candidates sit for the IUSAE 2025 Examination, which assesses aptitude, English **Reading,** English **Writing,** subject-specific English knowledge, and critical thinking Aptitude Test, General Studies Questions. **The exam pattern, candidates are requested to review <u>Public Notice- Pattern of exam</u> and TEST will be only online mode (Computer based)**

Step 5: Result Declaration:

Exam results are announced online on IUSAE website, top-performing candidates will be shortlisted for further process like, counselling, interview, documents verifications, submission and evaluation which will be notified via email and official channels.

Step 6: Interview and Evaluation:

❖ Qualified candidates for scholarships, required a rank, marks, personal interview, documents verifications and an additional evaluation phase to assess the candidate's general awareness, motivation, goals, and potential. Candidates are required to maintain a formal dress code.

❖ This phase will be conducted by a panel of experts.

Step 7: Final Selection:

❖ Based on examination scores, interviews, documentations and other criteria, successful candidates will be selected for **complete course/admission fee, shall be paid directly to Institution/University as scholarship by IUSAE Management council.**

❖ Selected candidates receive official offer letters detailing the terms and benefits of the scholarship.

Candidates are requested to review <u>Public Notice- IUSAE (UG&PG)-2025 Seat allotment Process.</u>

Step 8: Acceptance and Enrolment:

❖ Candidates Formally accept the scholarship offer which contain all relevant details about university, course, intake year, duration and all (Please note course admission fee will be paid Directly to University by IUSAE Management council) and further must complete necessary paperwork and other requirements.

❖ Enrolment assistance will be provided to ensure a smooth transition for respective university's admission and visa process.

*Qualified Candidates must have to bear officially visa fee which shall be pay direct to VFS Global or other visa offices.