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No.1/FRRO/BOI/TVM/2016(2) 1915
Office of the FRRO
Bureau of Immigration,
Ministry of Home Affairs,
Govt. of India,
TC-14/1733, Vazhuthacāud,
Thycaud (Post), Trivandrum-14
Tele/Fax: 0471-2333514
E-mail: frrotvm@nic.in
Dated: 06.10.2016

From

Foreigners Regional Registration Officer,
Bureau of Immigration,
Trivandrum

To

The Director,
Collegiate Education Department,
Government of Kerala,
Vikas Bhavan, Thiruvananthapuram

Sir,

Subject:- Amendment to Foreigners Order 1948-
mandatory requirement-report to be made by
Universities, Education Institutions and Hostels
- informing of regarding:-.

Kind attention is invited to the subject cited.

The Government of India (Ministry of Home Affairs) in its Gazette Notification dated 18.03.2016 under the Foreigners Act, 1946 known as the Foreigners (Amendment) Order, 2016, states that, it is mandatory for the Universities, Education Institutions to furnish information regarding Foreign Students enrolled in their University/Education Institution in specified format (Form-A) within the stipulated time. The amendment further states that, it is mandatory for all hostels under Kerala University to furnish details of Foreign students accommodated in their hostels in the specified format (Form-C) electronically within the stipulated time and also to maintain the registers as per Form B. Form- A and Form-C should be submitted electronically within the stipulated time, with all the mandatory particulars furnished by the foreigner. It may also be noted that IVFRT has recently introduced an extra column to fill the check out details and this information may also be fed into Form-C.

The purpose of rolling out the IVFRT by Government of India is to bring all the visiting foreigners under the purview of security agencies in order to monitor their activities and their movements in India. We have a major role in bringing all Universities, Educational Institutions and Hostels etc where foreigners are accommodated and to ensure its full success as per IVFRT project.

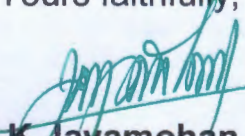
Of late it has been observed that Educational Institutions coming under Collegiate Education Department is not adhering to the procedures regarding submission of online Form-A and Form-C within the stipulated time. It is to be noted that whenever foreign students get enrolled for studies and research their Form-A has to be submitted electronically. Likewise whenever they are accommodated in any of the hostels or any other Guest houses of the University then the concerned authority has to file Form-C online at the time of giving accommodation as well as vacating such premises by login into the web site <http://www.boi.gov.in> using the user Id and password issued from this office.

In view of the above it is requested that all Education Institutions and Hostels coming under your jurisdiction may kindly be briefed about the necessity of submitting online Form-A and Form-C. It is also necessary to maintain a register specially for foreigners for details of foreigners in Form-B. You are also requested to give direction to all the Education Institutions governed by your good office get their Institutions registered with the office of the FRRO,/FRO and collect User Id and password for submission of the details requested regarding foreigners online. Any violation in this regard will be viewed seriously and will invite legal action under the provision of Foreigners Act, 1946 without any notice. Copy of Gazette Notification of Government of India dated 18.03.2016 is enclosed herewith.

Expecting sincere co-operation in this regard.

Thanking you,

Yours faithfully,


(K.K. Jayamohan IPS)
FRRO, Trivandrum

6.10.16

टिप्पण- कृपया यह सुनिश्चित करें कि कोई कॉलम खाली/अपूर्ण न रह जाए।

*यदि वेब कैमरा/डिजिटल कैमरा उपलब्ध नहीं है तो पासपोर्ट में फोटो की फोटोप्रति संलग्न की जाए।

प्रबंधक के हस्ताक्षर

[फा. सं. 25022/16/2014-एफ-1]

जी.के. द्विवेदी, संयुक्त सचिव

टिप्पण : मूल आदेश भारत के राजपत्र, में सा.का.नि. सं. 9/46-राजनीतिक(ईडब्ल्यू), तारीख 14 फरवरी, 1948 द्वारा प्रकाशित किया गया था और अंतिम बार सा.का.नि. सं. 686(अ), तारीख 7 सितंबर, 2015 द्वारा संशोधित किया गया।

ORDER

New Delhi, the 18th March, 2016

G.S.R. 325(E).—In exercise of the powers conferred by section 3 read with section 7 of the Foreigners Act, 1946 (31 of 1946), the Central Government hereby makes the following order further to amend the Foreigners Order, 1948, namely:—

1. (1) This Order may be called the Foreigners (Amendment) Order, 2016.
- (2) This Order shall come into force on the date of its publication in the Official Gazette.
2. In the Foreigners Order, 1948 (hereinafter referred to as the principal order), after paragraph 2, the following paragraph shall be inserted, namely:—

“2A. Authority prescribed for the purpose of section 7 of the Foreigners Act, 1946.— For the purpose of section 7 of the Foreigners Act, 1946, the prescribed authority shall be the Registration Officer.”
3. In the principal order, after paragraph 14, the following paragraphs shall be inserted, namely:—

“15. Report to be made by Universities and Educational Institutions.— (1) Every University and Educational Institution shall furnish to the Registration Officer, information in respect of foreign students enrolled in the University or the Educational Institution in Form A within the period mentioned therein.

(2) The Form A shall be available online and may be submitted electronically to the Registration Officer in the manner directed by him.

(3) The provisions in this paragraph shall not apply to, or in relation to, the persons registered as Overseas Citizen of India Cardholder under the Citizenship Act, 1955.

16. Report to be made to and by hotel keepers.— (1) Every keeper of a hotel shall require every visitor to the hotel to furnish the particulars necessary for recording, and sign, on his arrival at the hotel, his name and nationality in a register maintained for the purpose in Form B and, if such visitor is a foreigner shall further require him -

 - (a) on his arrival at the hotel to furnish the other particulars specified in Items 4 to 11 of the said register; and
 - (b) at the time of his departure from the hotel to furnish the particulars necessary for recording in the said register, the date and time of his departure and the address to which he is proceeding.

(2) The register referred to in sub-paragraph (1) shall at all time be made available for inspection, on the demand of any Registration Officer, magistrate or police officer not below the rank of a head constable.

(3) Every visitor to any hotel shall, on being required to do so by the keeper of the hotel, furnish the particulars necessary for recording, and sign, his name and nationality, in the register referred to in sub-paragraph (1), and if such visitor is a foreigner, shall also,-

- (a) on his arrival at the hotel furnish the other particulars specified in Items 4 to 11 of the said register; and
- (b) at the time of his departure from the hotel, furnish the particulars necessary for recording, in the said register, the date and time of his departure and the address to which he is proceeding.

(4) Every particular, other than the signature of the keeper of a hotel or a visitor, which is required by this order to be recorded in the said register, shall be recorded by the keeper of the hotel in English language, if he is so able, or otherwise, in an Indian language.

(5) If a visitor does not understand English language, it shall be the duty of the keeper of the hotel, if so requested to explain to the visitor the requirements of this order.

(6) The keeper of the hotel shall, as soon as may be but not more than twenty-four hours, after the arrival of a foreigner, transmit a copy of Form C, duly completed from the particulars furnished by the foreigner, to the Registration Officer.

(7) For the purpose of this paragraph,-

- (a) "hotel" includes any boarding-house, club, dak-bungalow, rest house, hostel, paying guest house, *sarai*, rented accommodation, hospital, or other premises of like nature, furnished or unfurnished, where lodging or sleeping accommodation is provided for reward;
- (b) "keeper of a hotel" means the person having the management of a hotel and includes any person authorised by him, and competent to perform the duties of the keeper of the hotel under this paragraph;
- (c) "sign" includes, in respect of a visitor who is unable to write, the marking of a thumb impression or other mark by means of which he is accustomed to attest a document; and
- (d) "visitor" means a person for whom accommodation is provided at the hotel.

(8) The Form C shall be available online and may be submitted electronically to the Registration Officer in the manner directed by him.

(9) The provisions in this paragraph shall not apply to, or in relation to, the persons registered as Overseas Citizen of India Cardholder under the Citizenship Act, 1955.

Form A

[See paragraph 15(1)]

Foreign Students Information System

DATASHEET

Student Information (to be furnished within 24 hours from the time of admission)	
Surname	
Given name	
Date of Birth	
Gender	
Nationality	
Parent name	Father name/ Mother name
Parent Relation	Father / Mother
Address in India	

Institution Admission No.	
Date of joining in Institution	
Sponsoring Agency	
Passport number	
Date of issue of Passport	
Place of issue of Passport	
Passport issued Country	
Date of Expiry of Passport	
Visa number	
Visa issued Date	
Place of issue of Visa	
Visa issued Country	
Visa Expiry Date	
Visa Type	
Visa valid for	
Purpose of visit	
Course details (to be furnished within 24 hours of admission)	
Course Name	
Course Pattern	Non-Semester/ Semester/ Short Term
Course Duration	From Date: To Date:
Fee Structure	
Registration with FRRO/ FRO (to be furnished within 14 days from the date of arrival)	
Registration Certificate No.	
RC issued Date	
RC Expiry Date	
Change of Course Details (to be furnished within 24 hours from the time of change of course)	
Course Name	
Course Pattern	Non-Semester/ Semester/ Short Term
Course Duration	From Date: To Date:
Fee Structure	
Academic Performance Entry (To be furnished Semester-wise; attendance details to be furnished half-yearly)	
Assessment Period	From Date: To Date:
Attendance	Regular/ Irregular
Examination Conducted	Yes / No
Result	Pass/ Fail
General Conduct of Student	Good/ Bad
Enter Details of Conduct	Remark Entry
Eligible to Continue Course	Yes/ No
Exit Entry (Details of Student Exit from Institution) (to be furnished within 24 hours from the time of completion of the course/ date of exit from the institute/ course)	
Student's Exit Information	Date:
Reason to Exit	Course Completed/ Discontinued by Student/ Terminated.

22. Whether employed in India (tick ✓ in appropriate box)

Yes

No

23. Purpose of Visit (tick ✓ in appropriate box)

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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Business

Transit

Official

Employment

Education

Conference

Visit friends/
relatives

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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Medical/Health

Religion/
PilgrimageLeisure/
holiday

Sport

Others

24. Next destination/ Proceed to

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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25. Contact/ Phone No. in India

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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26. In country where permanently residing

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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Note: - Please ensure that no column is left blank/incomplete.

* In case web camera/digital camera is not available, photocopy of the photograph in Passport may be enclosed.

Manager's Signature"

[F. No. 25022/16/2014-F-1]

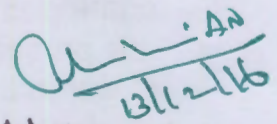
G. K. DWIVEDI, Jt. Secy.

Note : The principal Order was published in the Gazette of India vide No.9/9/46-Political(EW), dated the 14th February, 1948 and last amended vide number GSR 686(E), dated the 7th September, 2015.

Envt. No. 36515/16 Coll. Edn

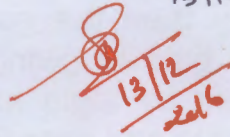
All government ~~aided~~ colleges and college hostels under this department is hereby directed to strictly adhere to procedures regarding enrollment of foreign students laid down by government by submitting the required forms online within the stipulated time limit without fail

dt: 12/16


13/12/16

Additional Director

1 DCE
13/12/16


13/12/16