



MITS

MADANAPALLE INSTITUTE OF TECHNOLOGY & SCIENCE

(Deemed to be University under section 3 of UGC Act, 1956)

POLICY DOCUMENT OF INTERNATIONAL RELATIONS OFFICE (IRO)

Title	: Policy Document- International Relations Office (IRO)
Policy Code	: MITSU/IRO/POL/2025/01
Version No. / Effective Date	: Version 1.0 / 30 October-2025
Prepared By	: Mrs. U Vijaya Lakshmi, Associate Director, IRO
Approved By	: Registrar

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1. Policy Metadata

Field	Details / Signature
Policy Title	Policy Document of International Relations Office - IRO
Policy Code	MITSU/IRO/POL/2025/01
Version / Date	Version 1.0 / 30 October 2025
Prepared by	 Mrs. U. Vijaya Lakshmi, Assoc. Director -IRO
Reviewed by	 Dr. K. Sathesh IQAC Coordinator IQAC Co-ordinator Madanapalle Institute of Technology & Science MADANAPALLE - 517325.
Approved by	 Dr. D. Pradeep Kumar Registrar (I/c) REGISTRAR Madanapalle Institute of Technology & Science (Deemed to be University) MADANAPALLE - 517 325, A.P., India
Next Review Date	October 2028

2. Policy Preamble

The International Relations Office (IRO) of MITS Deemed to be University is established on 18-08-2018 with the vision to promote internationalization in higher education. The office strengthens the University's global engagement in academics, research, innovation and cultural exchange and also serves as a central coordinating body to promote student and faculty global engagement, that contributes to the holistic development.

As the global exposure is included as one of the best practices in teaching, learning, and research, IRO strives hard to establish strategic international partnerships and institutional collaborations by enhancing the global visibility and reputation, in alignment with the University's vision, mission and long-term strategic goals.

The policy is aligned primarily with the UGC Guidelines for Internationalization of Higher Education in India (2021), NEP 2020, and applicable UGC regulations. UGC specifically identifies **international curricula, global outreach, foreign university collaborations, credit recognition, twinning arrangements, global citizenship, and international alumni engagement as key areas**. UGC also has specific 2022 regulations for **twinning, joint-degree and dual-degree programmes** and 2023 regulations concerning foreign higher-education institutions in India.

The International Relations Office shall work towards fostering academic excellence, innovation for the sustainable international engagement for the benefit society at large.

3. Vision & Mission Linkage

To transform MITS Deemed to be University into a globally recognized center of academic excellence by fostering international collaborations, promoting cross-cultural academic engagement, and creating global opportunities for students and faculty.

The University strives hard to incorporate **international curricula, global outreach, foreign university collaborations, credit recognition, twinning arrangements, global citizenship, and international alumni engagement as key areas in line with UGC Guidelines for Internationalization of Higher Education in India (2021), NEP 2020**. MITS commits to equip graduates with the knowledge, skills, integrating international perspectives into curricula, enhancing international visibility & reputation and global perspective that is required to be a successful competitive global workforce.

4. Objectives

Objectives of the International Relations Office

4.1 To develop formal international partnerships

To establish and strengthen long-term academic and research collaborations by signing Memorandums of Understanding and Agreements (MoUs/MoAs) with reputed

international institutions for collaborative research, student and faculty exchange programmes, joint academic initiatives, and strategic research partnerships

4.2. To establish strong international collaborations

To identify the promising and high-potential international universities, research institutions, industries, and organizations by establishing close contacts through visits, academic delegations, seminars, conferences and virtual meetings/video conferencing. .

4.3.To guide students towards global academic opportunities

To identify and disseminate information regarding funded Internship programs, Master's programmes, Ph.D. positions, fellowships and postdoctoral research opportunities advertised on international academic portals; and to guide students in the preparation of Letter of recommendations, statements of purpose, applications, resumes, research proposals and other needed supporting documents.

4.4.To prepare students for global competitiveness

To support curriculum enhancement and extracurricular activities that prepare students for international exposure and employability, which includes:

- Introducing foreign language courses such as German, Japanese and French
- Adding globally relevant academic tracks such as System Design, MATLAB skills, Emerging Technologies, Innovation and Research Methodology
- Conducting awareness programs, international workshops and encouraging participation in international student exchange programmes, conferences and global competency training programs.

4.5 To enhance the international reputation of the university

To improve the global visibility and recognition of the university through international collaborations, joint publications, exchange programmes, faculty mobility, academic pathways and participation in global academic networks, thereby contributing to increased student admissions and institutional growth.

4.6 To recruit international faculty members

To facilitate the recruitment of international faculty members, including visiting professors, researchers, and long-term academic staff, in order to provide students with exposure to global teaching methodologies, multicultural perspectives, and international academic standards.

4.7 To promote international research and innovation, through student and faculty mobility to create a multicultural academic environment:

To encourage collaborative international research projects, joint publications, funded

research initiatives, and interdisciplinary innovation activities, inbound and outbound mobility programmes by involving faculty members and students. though this the concepts of intercultural understanding, diversity, and global citizenship are fostered.

4.8 To provide administrative and advisory support for internationalization

To assist students and faculty with visa guidance, international admissions, exchange procedures, scholarship information, travel coordination and other international academic processes.

5. Scope

The scope of International Relations Office extends to:

- all Schools, Faculties, Departments, Centres, Institutes and constituent academic units of the University
- students enrolled in undergraduate, postgraduate, doctoral, post-doctoral, diploma, certificate, and other approved programmes
- international students
- teaching faculty
- research scholars
- post-doctoral fellows
- visiting faculty and scholars
- administrative and professional staff
- international partners
- international alumni
- research and innovation partners
- industry and professional organizations involved in international activities and
- all international collaborations, agreements, programmes, mobility activities, events, projects, and initiatives undertaken in the University's name.

6. Definitions

6.1 “University”

MITS Deemed to be University

6.2 “Internationalization”

Means the intentional and systematic integration of international, intercultural, and global dimensions into education, research, institutional activities, and community engagement.

6.3 “International Partner”

Means a recognized foreign university, higher educational institution, research organization, industry, government organization, professional body, NGO, cultural organization, or other legally established entity approved by the University.

6.4 “Foreign Higher Educational Institution”

Means an institution recognized/established in accordance with the laws applicable in its country of origin and meeting applicable Indian regulatory requirements.

6.5 “MoU”

Means a Memorandum of Understanding establishing an institutional framework for academic, research, cultural, professional, or other approved collaboration.

6.6 “Agreement”

Means a legally binding instrument establishing specific rights, obligations, deliverables, financial arrangements, or other commitments between the University and an external partner.

6.7 “Student Mobility”

Includes inbound and outbound student exchange, semester exchange, study abroad, short-term programmes, internships, field visits, summer/winter schools, research mobility, and other approved international academic experiences.

6.8 “Faculty Mobility”

Includes visiting faculty arrangements, teaching exchange, research visits, faculty exchange, international fellowships, visiting professorships, and other approved academic mobility.

6.9 “Joint Degree Programme”

Means a programme jointly designed and offered by the participating Indian and foreign higher educational institutions leading to a jointly conferred degree, subject to applicable regulatory requirements.

6.10 “Dual Degree Programme”

Means a programme undertaken under the applicable regulatory framework through which the participating institutions confer their respective degrees upon fulfillment of prescribed requirements.

6.11 “Twinning Programme”

Means an academic arrangement in which a student undertakes a prescribed portion of the programme at a foreign higher educational institution and the degree is awarded by the Indian institution, subject to applicable regulations.

6.12 “International Student”

Means a student classified as an international/foreign student under applicable Government/UGC regulations.

6.13 “International Research Collaboration”

Means research, innovation, consultancy, knowledge exchange, publication, grant, laboratory, technology, or other scholarly collaboration involving an international partner.

7. Internationalization Steering Committee and Governance: The University shall constitute an Internationalization Steering Committee and the **Suggested composition is:**

- Vice-Chancellor – Chairperson
- Pro-Vice-Chancellor(s), where applicable
- Registrar
- Dean/Director – International Relations – Member Secretary
- Dean Academic Affairs
- Dean Research
- Finance Officer
- Controller of Examinations
- Dean Student Affairs
- IQAC Coordinator
- nominated Deans/Heads
- legal representative, where required
- one or more external experts, where appropriate
- any other member nominated by the Vice-Chancellor

8. Governance & Composition

S. No.	Position	Designation/Category
1	Chairperson	Dr. C. Yuvaraj -Vice Chancellor(I/c)
2	Coordinator / Convener	Mrs. U. Vijaya Lakshmi, Director/Associate Director of International Relations Office
3	Faculty Members & Department Coordinators	Mrs. G. Vasundara Devi, Asst Professor, CSE Mr. Mr. Ashok Kambaluru, Asst Professor, CST Dr. M. Kiran Kumar, Asst Professor, CS-DS Dr. T. Venkatesh Varma, Asst Professor, Civil Dr. Maneesh Kumar Singh, Assoc Professor, ECE Mr. Venkatesh M, Asst Professor, EEE Mr. B. Sreekanth, Asst Professor, MBA Mrs. K. Kavitha, Asst Professor, MCA Mr. Toralkar Pawan, Asst Professor, CS-AI Mr. Muthu Lakshmanan, Asst Professor, MECH Mr. Goli Nageswararao, Asst Professor, CS Mr. BSH Shayeez Ahamed, Asst Professor, AI & ML
4	Administrative Staff Member	Mrs. Susmitha PL
5	Student Representatives	UG/PG/Research student nominees
6	Industry / External Expert	Dr. Narayanan S and Dr. Vladimir Kulish
7	Alumni Representative	Mr. Charan Pala – Google USA Dr. Umeshwar Nallasani- Singapore Mrs. Sucharitha Chokkappagari- Synopsys-Taiwan Mr. Arjun Chakravorty Pogaku- UoA- Japan
8	Member Secretary	Mrs. Vijaya Lakshmi -Associate Director IRO

9. Guiding Principles:

- Academic Excellence
- Mutuality and Reciprocity
- Quality Assurance
- Regulatory Compliance

- Transparency
- Inclusivity and Accessibility
- Cultural Sensitivity
- Academic Integrity
- National Interest
- Sustainability

10. Establishment of International Relations Office:

The International Relations Office (IRO) of MITS Deemed to be University is established on 18-08-2018 with the vision to promote internationalization in higher education. The office strengthens the University's global engagement in academics, research, innovation and cultural exchange and also serves as a central coordinating body to promote student and faculty global engagement, that contributes to the holistic development.

10.1. Leadership

The Office is headed by an officer designated as:

Director / Dean / Head – International Relations / International Affairs as determined by the University.

10.2 Core Functions: The Office shall:

- formulate and implement the University's internationalization strategy;
- identify potential international partners;
- coordinate MoUs and international agreements;
- maintain the University's international partnership database;
- coordinate student and faculty mobility;
- facilitate international student admissions and support;
- coordinate visiting faculty and scholars;
- support international research collaborations;
- coordinate international events;
- monitor compliance;
- maintain records and documentation;
- prepare annual internationalization reports;
- coordinate with regulatory authorities where necessary;
- support international rankings and benchmarking;
- coordinate international alumni engagement; and
- perform such other functions as assigned by the Vice-Chancellor

11. Roles & Responsibilities

11.1. Chairperson:

- Providing strategic direction for international activities
- Approving international collaborations and initiatives
- Ensuring alignment with institutional vision and regulatory requirements

11.2. Coordinator / Convener:

- Coordinating all IRO activities and meetings
- Facilitating MoUs, exchange programs, and partnerships
- Maintaining records, prepare reports and international collaboration activities
- Acting as a liaison with national and international organizations
- Coordinating with the R & D dept to avail international grants and funding opportunities.
- Arranging the meetings and planning the logistics of international delegation
- Arranging passport mela and awareness sessions

11.3. Faculty Members:

- Identifying collaboration opportunities and supporting IRO
- Identifying and encouraging student for mobility
- Initiating joint research among the faculty and students
- Supporting international academic activities
- Arranging and coordinating with IRO to create awareness among students and parents.

11.4. Administrative Staff:

- Assisting in documentation, communication and logistics
- Supporting visa documentation, admission and facilitating students and faculty mobility processes
- Consolidating of data of IRO activities and dissemination of IRO data to NAAC, NIRF and NBA Accreditations.
- Maintaining the database of international alumni and their parents.
- Coordinating with all the departmental coordinators in disseminating the information regarding international opportunities.

11.5. Student Representatives:

- Providing student perspectives and feedback
- Promoting international programs among students
- Connecting interested students to IRO.
- Participating actively in arranging the awareness sessions and other relative activities.

11.6. External / Industry Members:

- Identifying potential partner universities
- Establishing international connections through visits and virtual sessions
- Enabling the outbound students, necessary information and extending a proper hand-holding.
- Facilitating MITS-IRO by providing information about funded internships, master program, PhD studies and post-doctoral research opportunities.
- Offering guidance on global trends and partnerships to MITS students.
- Supporting internships, training, and networking opportunities
- Identifying and recruiting international faculty members on the MITS campus either for long term or for visiting faculty member.
- Suggesting the changes in the curriculum to align with the standards.

11.7. Member Secretary:

- Prepare agenda and minutes of meetings
- Maintain official records and committee documentation
- Assisting in documentation, communication and logistics
- Supporting visa documentation, admission and facilitating students and faculty mobility processes
- Consolidating of data of IRO activities and dissemination of IRO data to NAAC, NIRF and NBA Accreditations.
- Maintaining the database of international alumni and their parents.
- Coordinating with all the departmental coordinators in disseminating the information regarding international opportunities.

12. Functions of the IRO

MITS-Deemed to be University - International Relations Office shall be:

- Identifying and establishing international partnerships.
- Facilitating signing and implementation of MoUs.
- Coordinating international academic and cultural activities.
- Facilitating mobility programs for students and faculty.
- Supporting collaborative research and innovation.
- Organizing international conferences, seminars and workshops.
- Assisting international exchange students and visiting professors.
- Maintaining records of international activities and partnerships.
- Promoting global networking and institutional branding.

- Monitoring and evaluating international collaborations.

13. Standard Operating Procedures (SOPs)

The IRO shall communicate through:

- Official email
- Institutional website
- Circulars and notices
- Social media platforms (if approved)
- Meetings and orientation programs
- Guide the students to prepare Letter of Recommendations
- Upload the required documents in the international portals
- Enable the students about the international opportunities abroad.

The committee meetings are held as and when required.

- Agenda is presented and discussed in the meeting
- Minutes of the meeting are recorded in the report

14. MITs University IRO shall encourage inbound and outbound student mobility through

14.1. Student Mobility:

- semester exchange;
- short-term exchange;
- summer/winter schools;
- study-abroad programmes;
- research visits;
- international internships;
- field visits;
- international competitions;
- international projects;
- language immersion programmes;
- virtual international programmes; and
- other approved academic activities

14.2. Outbound Student Mobility: Eligibility may include:

- minimum academic performance
- satisfactory attendance
- good disciplinary record
- language proficiency, where required
- fulfilment of partner requirements

- financial readiness
- health/insurance requirements
- passport and visa requirements and
- other academic requirement

Selection shall be transparent and merit-based, subject to programme-specific conditions

14.3. Inbound Student Mobility: International exchange students may be admitted under approved exchange arrangements subject to:

- institutional eligibility
- partner nomination
- academic prerequisites
- visa requirements
- documentation
- fee arrangements
- insurance
- accommodation
- academic registration and
- applicable regulatory requirements

14.4. Faculty and Staff International Mobility: The IRO-MITS shall encourage:

- visiting faculty arrangements
- faculty exchange
- international teaching
- research visits
- visiting professorships
- international fellowships
- joint supervision
- international conferences
- joint curriculum development
- faculty development programmes
- international workshops and
- administrative/professional staff exchange

Participation shall be governed by applicable University service rules and financial regulations.

15. Credit Transfer and Recognition: The University shall establish transparent procedures for recognition of credits earned through approved international mobility.

Before departure, an approved **Learning Agreement / Course Equivalence Plan** should ordinarily be prepared. The document shall specify:

- courses to be taken abroad;
- credits;
- learning outcomes;
- equivalence;
- assessment;
- grade conversion, where required;
- maximum permissible credits;
- treatment of electives; and
- approval by the competent academic authority.

Credits shall be recognized only in accordance with applicable to JNTU/ MITS University and regulatory requirements

16. International Visiting Faculty and Scholars: IRO-MITS may invite international scholars as:

- Visiting Professor
- Visiting Associate Professor
- Visiting Fellow
- Adjunct Faculty
- Guest Faculty;
- Research Fellow
- Distinguished International Scholar or
- other approved categories

The engagement shall specify

- academic role
- duration
- remuneration if any
- travel arrangements
- accommodation
- intellectual property
- research responsibilities
- publication arrangements
- confidentiality
- visa/immigration requirements and
- reporting obligations

17. International Research Collaboration: IRO-MITS shall promote international research through:

- joint research projects;
- joint grant applications;
- co-supervision;
- joint publications;
- shared research infrastructure;
- research fellowships;
- visiting researchers;
- international research centres;
- international conferences;
- doctoral and post-doctoral collaboration;
- joint laboratories;
- innovation and technology transfer; and
- international research networks.
- All research shall comply with:
 - research ethics;
 - plagiarism and academic integrity requirements;
 - intellectual property policies;
 - applicable funding conditions;
 - data protection;
 - export/control restrictions where applicable;
 - national security requirements; and
 - applicable regulatory requirements.

18. Joint, Dual Degree and Twinning Programmes: MITS Deemed to be University may develop Twinning, Joint Degree, and Dual Degree programmes with eligible foreign higher educational institutions subject to applicable UGC regulations and other statutory requirements.

It shall not advertise, admit students to, or commence such a programme until all required institutional and regulatory approvals have been obtained.

The programme proposal shall include:

- partner eligibility
- academic rationale
- curriculum

- credit structure
- duration
- admission criteria
- fee structure
- student mobility
- faculty responsibilities
- assessment
- examination
- degree nomenclature
- quality assurance
- credit recognition
- student support
- financial arrangements
- intellectual property
- regulatory compliance
- risk assessment and
- exit/termination arrangements

19. International Student Support: The University shall establish appropriate support systems for international students, including:

- pre-arrival information;
- admission assistance;
- orientation;
- visa/immigration guidance;
- accommodation assistance;
- academic advising;
- language support;
- counselling;
- healthcare guidance;
- cultural orientation;
- emergency support;
- grievance redressal;
- student clubs;
- banking and practical orientation;
- airport/arrival support where feasible; and

- assistance with institutional documentation.

International Relations Office shall ensure that international students are integrated into the academic and social life of the institution.

20. International Student Welfare and Safeguarding: International students shall have access to:

- anti-discrimination mechanisms;
- anti-ragging mechanisms;
- gender and safety mechanisms;
- grievance redressal;
- counselling;
- emergency assistance;
- disability/accessibility support;
- academic support; and
- other student welfare services.

The University shall promote an inclusive environment free from discrimination based on nationality, race, ethnicity, language, gender, disability, or other protected characteristics under applicable law and University policy.

21. Internationalization of Curriculum: Schools and Departments shall progressively incorporate international dimensions into curricula through:

- comparative international perspectives;
- global case studies;
- international literature;
- international standards and practices;
- foreign language learning;
- global problem-solving;
- intercultural communication;
- international professional standards;
- international guest lectures;
- Collaborative Online International Learning (COIL), where feasible;
- virtual exchange; and
- international project-based learning.

22. Internationalization at Home: Recognizing that physical mobility may not be accessible to all students, the MITS IRO shall develop “**Internationalization at Home**” initiatives:

- international guest lectures
- virtual exchange
- collaborative online projects
- foreign language programmes
- global scholarship competitions
- international research seminars and
- joint virtual courses
- foreign language courses
- language laboratories
- cultural exchange programmes
- international cultural festivals
- language clubs
- international conferences;
- summits;
- workshops;
- seminars;
- roundtables;

All the events shall follow applicable University's financial, administrative, security and regulatory procedures.

23. International Alumni Engagement: The University shall develop an international alumni network to reinforce the Alumni Network.

1. connect alumni globally
 - support student internships
 - facilitate international career opportunities
 - identify potential partners
 - support mentoring and handholding
 - promote fundraising and philanthropy and
 - strengthen institutional international visibility

24. International Industry and Professional Collaboration

The University may collaborate with international corporations, professional bodies, hospitals, laboratories, consultancies, and other organizations for:

- internships,
- placements

- joint research;
- consultancy
- curriculum development
- professional certification
- innovation
- entrepreneurship and
- Faculty Development.

25. International Scholarships and Funding: IRO may establish or facilitate:

- international mobility scholarships
- tuition waivers
- travel grants
- research fellowships
- partner scholarships
- externally funded scholarships
- need-based support and
- merit-based international awards

Scholarships shall be governed by approved eligibility and selection criteria.

26. Intellectual Property: International collaborations involving intellectual property shall comply with the University's Intellectual Property Rights Policy and applicable law.

Agreements shall clearly address:

- ownership;
- licensing;
- commercialization;
- publication rights;
- background IP;
- foreground IP;
- patents;
- software;
- confidential information; and
- revenue sharing, where applicable.

No faculty member, researcher, student, or staff member shall transfer University-owned intellectual property to an international partner without the appropriate authorization MITS IRO and R&D.

27. National Interest and Regulatory Safeguards: The University shall not enter into or continue an international collaboration that:

- violates Indian law;
- compromises national security;
- is contrary to India's sovereignty or territorial integrity;
- violates applicable Government directions;
- creates unacceptable institutional risk;
- involves an unrecognized or inappropriate foreign educational provider where recognition is required;
- creates misleading academic claims; or
- compromises academic standards.

International academic collaborations shall comply with applicable national requirements, including the principle reflected in the UGC collaboration framework that programmes/research should not be against national security and India's territorial integrity.

28. Risk Management: The University shall maintain an international collaboration risk framework covering:

- **Academic Risk:** Quality and academic equivalence.
- **Legal Risk:** Contractual and regulatory compliance.
- **Financial Risk:** Financial exposure, foreign exchange, funding obligations.
- **Reputational Risk:** Partner credibility and institutional reputation.
- **Geopolitical Risk:** Country-specific and international considerations.
- **Student Safety Risk:** Travel, health, security, safeguarding, emergency response.
- **Data and Cybersecurity Risk:** Cross-border data and systems access.
- **Research Risk:** Ethics, IP, sensitive research and publication.
- **Operational Risk:** Partner performance and programme continuity. High-risk collaborations shall require enhanced due diligence and approval.

29. International Travel: Students and employees undertaking international travel under University-approved activities shall comply with:

- visa requirements
- travel advisories;
- insurance;
- health requirements;
- host-country laws;
- University travel rules;

- emergency contact requirements; and
- applicable financial procedures.

The University may decline or suspend international travel where serious safety, regulatory, or institutional risks exist.

30. Monitoring and Evaluation: The Office of International Relations shall maintain an annual performance dashboard.

31. Policy Review, Implementation & Updating

This policy may be reviewed and revised periodically once in 3 years. Any amendments shall be approved by the competent authority basing on:

- Regulatory changes
- Institutional requirements
- Emerging internationalization trends
- Feedback from stakeholders

32. Training & Awareness

- Induction Programs for New members
- Annual Orientation/Awareness workshops
- Digital dissemination (Email, Website, Handbook, IRO Brochure)

33. Compliance & Legal Requirements

All international activities shall:

- Maintain academic integrity and ethical standards.
- Follow institutional regulations and international laws.
- Respect cultural diversity and inclusiveness.
- Ensure transparency in agreements and financial matters.
- Comply with applicable regulatory/statutory requirements.
- Comply with the guidelines of UGC and other statutory bodies.

34. International Partnership Termination: The University may suspend or terminate a partnership where:

- objectives are not being achieved
- partner recognition/status changes
- regulatory requirements are breached
- financial obligations become unsustainable
- serious reputational risks arise
- student safety is compromised
- the partner breaches the agreement

Termination shall be handled in accordance with the relevant agreement and shall protect the interests of students and scholars already participating in approved activities.

35. MITS Deemed to be University' IRO policy supports the UN Sustainable Development Goals (SDGs):

A university's international relations policy contributes to the SDGs by using global partnerships, academic exchange, research collaboration, diplomacy, and knowledge-sharing to address education, equality, climate change, peace, and sustainable development.

- **SDG 4 – Quality Education:** International partnerships, student/faculty exchanges, joint research, and global learning opportunities.
- **SDG 5 – Gender Equality:** Promote equal participation and leadership opportunities in international programs and partnerships.
- **SDG 10 – Reduced Inequalities:** Build inclusive partnerships that provide opportunities for students and researchers from disadvantaged regions.
- **SDG 13 – Climate Action:** International collaboration on climate research, sustainability projects, and low-carbon campus initiatives.
- **SDG 16 – Peace, Justice & Strong Institutions:** Encourage diplomacy, intercultural dialogue, human rights, peacebuilding, and ethical governance.
- **SDG 17 – Partnerships for the Goals:** Most directly connected. Universities can work with foreign universities, governments, NGOs, UN bodies, and international organizations to achieve shared development goals.

36. Review & Revision Mechanism: This Policy shall be reviewed:

- at least once every three years;
- whenever there is a significant regulatory change;
- whenever the University's strategic plan changes substantially; or
- whenever the Board/Vice-Chancellor considers review necessary.
- Progress towards international goals
- Institutional global engagement indicators
- Collaboration outcomes and impact factor to be measured
- Annual reports shall be submitted to IQAC and other competent authority

Amendments shall be approved by the competent authority under MITS statutes and regulations.

37. Documentation & Record-Keeping: The IRO shall maintain records related to:

- signed MoUs;
- agreements;

- partner profiles;
- due diligence records;
- approval notes;
- regulatory approvals;
- student mobility records;
- faculty mobility records;
- international student records;
- programme documents;
- annual activity reports;
- financial records;
- partner evaluations; and
- termination/renewal records.
- reports and performance indicators to Academic Council, BoG and PAARC

Records shall be retained in accordance with applicable University record-retention requirements and law.

38. Reporting & Audit

- Submission of Annual Reports to IQAC
- Internal Compliance Audit by IQAC annually
- Statutory Audit (where applicable)

39. Approval: This Policy shall be recommended for approval by the competent authority and placed before the appropriate statutory authority, such as the Academic Council for consideration and approval in accordance with the University's governing framework, applicable UGC regulations, and approved Statutes and Ordinances.

- **Prepared by:** Associate Director – International Relations
- **Reviewed by:** IQAC Coordinator
- **Statutory consideration:** Academic Council, where required by the nature of the policy
- **Approved by:** Registrar

40. References

1. Government of India, Ministry of Education. *National Education Policy (NEP) 2020*.
2. University Grants Commission (UGC). *Guidelines for Internationalisation of Higher Education in India, 2021*.

3. University Grants Commission (UGC). *University Grants Commission (Institutions Deemed to be Universities) Regulations, 2023*, as amended from time to time.
4. University Grants Commission (UGC). *University Grants Commission (Academic Collaboration between Indian and Foreign Higher Educational Institutions to Offer Twinning, Joint Degree and Dual Degree Programmes) Regulations, 2022*, as amended from time to time.
5. University Grants Commission (UGC). *University Grants Commission (Setting up and Operation of Campuses of Foreign Higher Educational Institutions in India) Regulations, 2023*, as amended from time to time.
6. University Grants Commission (UGC). *Guidelines for Admission and Supernumerary Seats of International Students in Undergraduate and Postgraduate Programmes in Higher Educational Institutions in India, 2022*, as applicable.
7. University Grants Commission (UGC). *University Grants Commission (Recognition and Grant of Equivalence to Qualifications obtained from Foreign Educational Institutions) Regulations, 2025*, as applicable and subject to verification of the latest official notification.
8. Government of India, Ministry of Education. Applicable policies, notifications, circulars, and guidelines relating to international academic cooperation, international student mobility, research collaboration, and higher education.
9. MITS Deemed to be University. Approved Statutes, Ordinances, Regulations, policies, and other institutional governing documents relevant to international academic collaboration and internationalization.
10. Ministry of External Affairs (MEA), Government of India. Official information on Indian Missions Abroad and diplomatic missions: <https://www.mea.gov.in/indian-mission-abroad.htm>. The official websites of the relevant foreign embassies, high commissions, and consulates shall also be referred to wherever applicable.
11. Ministry of Education, Government of India. Official website: <https://www.education.gov.in/>
12. Study in India Portal, Government of India. Official website: <https://www.studyinindia.gov.in/>
13. **International Partner Universities.** Official websites of foreign higher educational institutions with which MITS Deemed to be University has established approved academic collaborations, Memoranda of Understanding (MoUs), or Memoranda of Agreement (MoAs).

14. MITS Deemed to be University – International Relations Office. Official webpage:
<https://mits.ac.in/international-relations>

41. Annexures

- MoU Files
- Minutes of Meeting (MoM)
- Conferences, Events, Delegation Reports
- Foreign Language Training
- International internship data
- International visits of faculty
- Visa Documents
- Key Performance Indicators in KPI Dashboard
- 5 years framework
- Policy Implementation Responsibility Matrix