



Estd. 1962
"A++" Accredited by
NAAC (2021)
With CGPA 3.52

SHIVAJI UNIVERSITY, KOLHAPUR - 416004,
MAHARASHTRA

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शिवाजी विद्यापीठ, कोल्हापूर - ४१६००४, महाराष्ट्र

दूरध्वनी-ईपीएबीएक्स - २६०९०००, अभ्यासमंडळे विभाग दूरध्वनी ०२३१-२६०९०९४१



Ref. No.:- शिवाजी वि./अमं /204

Date:- ०२/ ०४/ २०२५

प्रति,

मा. अधिविभाग प्रमुख, /संचालक,
सर्व अधिविभाग
शिवाजी विद्यापीठ, कोल्हापूर

मा. समन्वयक,
इन्टरनॅशनल अफेअर्स सेल
शिवाजी विद्यापीठ, कोल्हापूर

विषय :- Twinning Degree program च्या Guildelines मधील किरकोळ दुरुस्तीबाबत.

संदर्भ : या कार्यालयाचे पत्र शिवाजी वि./अमं/75 दि. 11/02/2025

महोदय/महोदया,

उपरोक्त विषयास अनुसरून आपणांस कळविणेत येते की, शिक्षण मंत्रालय, भारत सरकार यांचेमार्फत सुरु करण्यात आलेल्या प्रधानमंत्री उच्चतर शिक्षा अभियान (पीएम-उशा) योजनेअंतर्गत Twinning Degree program बाबतच्या SOP/Guildelines मध्ये किरकोळ दुरुस्ती करण्यात आली आहे. सोबत दुरुस्त नियमावली जोडला असून त्यानुसार पुढील कार्यवाही करण्यात यावी व पुढील कार्यवाहीसाठी प्रस्ताव महाविद्यालये व विद्यापीठ विकास विभागाकडे पाठविण्यात यावेत.

उपरोक्त किरकोळ दुरुस्ती SOP/Guildelines सर्व संबंधित शिक्षक व विद्यार्थी यांच्या निदर्शनास आणावे.

कळावे,

आपला विश्वासू
(डॉ. एस. एम. कुबल)
उपकुलसचिव

सोबत : वरील प्रमाणे

प्रत :

1. मा. कुलगुरुसो कार्यलय
2. मा. प्र-कुलगुरुसो कार्यलय
3. मा. संचालक, परीक्षा व मूल्यमापन मंडळ कार्यलय
4. मा. कुलसचिव कार्यलय
5. मा. वित्त व लेखाधिकारी कार्यलय
6. संगणक केंद्र/आय. टी. सेल विभागास.
7. पात्रता विभागास
8. संलग्नता टी 1 व टी 2 विभागास
9. महाविद्यालये व विद्यापीठ विकास विभाग
10. IQAC विभाग

Ref. No.: शिवाजी वि./अनं / ७५

Date:- ११/ ०२/ २०२५

प्रति,

मा. सर्व अधिविभाग प्रमुख, /संचालक,
शिवाजी विद्यापीठ, कोल्हापूर

मा. समन्वयक,
इन्टरनॅशनल अफेअर्स सेल
शिवाजी विद्यापीठ, कोल्हापूर

विषय :- Twinning Degree program च्या Guildelines बाबत.

महोदय / महोदया,

उपरोक्त विषयास अनुसरून आपणांस कळविणेत येते की, शिक्षण मंत्रालय, भारत सरकार यांचेमार्फत सुरु करण्यात आलेल्या प्रधानमंत्री उच्चतर शिक्षा अभियान (पीएम-उषा) योजनेअंतर्गत Twinning Degree program बाबतच्या SOP/Guildelines सोबत जोडला असून त्यानुसार पुढील कार्यवाही करण्यात यावी व पुढील कार्यवाहीसाठी प्रस्ताव महाविद्यालये व विद्यापीठ विकास विभागाकडे पाठविण्यात यावेत.

उपरोक्त SOP/Guildelines सर्व संबंधित शिक्षक व विद्यार्थी यांच्या निदर्शनास आणावे.

कळावे,

आपला विश्वासू
(डॉ. एस. एम. कुबल)
उपकुलसचिव

सोबत : वरील प्रमाणे

- प्रत :
1. मा. कुलगुरुसांगी व मा. प्र-कुलगुरुसांगी कार्यालय
 2. मा. संचालक, परीक्षा व मूल्यमापन मंडळ कार्यालय
 3. मा. कुलसचिव व मा. वित्त व लेखाधिकारी कार्यालय
 4. संगणक केंद्र / आय. टी. सेल विभागास.
 5. पात्रता विभागास
 6. संलग्नता टी 1 व टी 2 विभागास
 7. महाविद्यालये व विद्यापीठ विकास विभाग
 8. आययुएसी विभाग

Guidelines for Student Exchange under Twinning Degree Program with Overseas Institutions

1. General Details

- **Preamble**

As a part of implementation of NEP-2020 followed by the University Grants Commission (Academic Collaboration between Indian and Foreign Higher Educational Institutions to offer Twinning, Joint Degree and Dual Degree Programmes) Regulations, 2022 in the official Gazette on, 2nd May, 2022, Shivaji University is going to promote academic collaboration with representative foreign higher educational institution leading towards academic and research excellence through student exchange under Twinning program. The Twinning Degree Program is a collaborative student exchange initiative between Shivaji University, Kolhapur (India) and foreign higher educational institution. This exchange program is designed to offer UG and PG students of Shivaji University an opportunity to gain international academic exposure and practical experience by undertaking a short-term visit to Foreign University. During this visit, students will engage in academic coursework (part of present curricula of min. 2 credits to max. 8 credits), either through an internship or a research project or other course, enabling them to earn credits transferrable to Shivaji University, which will contribute to the completion of their degree requirements. This student exchange with twinning degree program is adopted as per the guidelines adopted by the UGC as well as state government time-to-time.

- **Objectives**

- To provide students with an opportunity for academic and professional development through international exposure.
- To promote research and knowledge sharing in areas of mutual interest.
- To support socio-economic growth by developing globally competent graduates through cultural and academic exchange.

- **Eligibility**

- Students pursuing UG or PG programs under Potential Thrust Areas at Shivaji University.

- Applicants must meet academic requirements and demonstrate motivation for the exchange program.

- **Application & Selection Process**

Application Submission: Interested students must complete the application form (**Annexure I**) and submit it along with supporting documents include Endorsement Letter from Shivaji University (**Annexure II**), Consent letter from host faculty from Foreign University (**Annexure III**), Proposed work summary (**Annexure IV**) and other necessary documents (**Annexure V**) to Shivaji University.

Screening committee for Shortlisting: Applications will be shortlisted by scrutiny/screening committee, and shortlisted candidates will be invited for an interview.

Selection Committee for final recommendations: Based on academic performance, project alignment, and interview results, the selection committee will finalize the representative candidates.

- **Exchange Program Details**

Duration: Minimum 2 weeks and a maximum of 8 weeks.

Course Type: Internship/Field Project or research project or any other course as part of the UG/PG curriculum laid by the Shivaji University.

Visit Schedule: The program is available in two cycles: December-January and May-June.

Foreign Host Institute: Any Foreign Higher Educational Institution in top 1000 of Times Higher Education or QS World University ranking at the time of Application.

- **Financial Assistance**

Partial funding is provided for round-trip transportation from Shivaji University under PMUSHA Scheme or any other funding source.

Local hospitality (accommodation) will be provided by the representative Foreign Institute during visit of the candidate; otherwise applicant will bear the same.

All other remaining expenses are to be borne by the applicant (visa, insurance, meals, etc)

- **Report Submission & Evaluation for Credit Transfer**

After completing the exchange, students must submit a comprehensive report for evaluation to foreign host faculty to facilitate evaluation with credit transfer. Details on the report format are as per the format (**Annexure VI**).

- **Approval and Implementation**

These guidelines are officially approved by the Shivaji University authority, enabling the formal implementation of the Student Exchange under the Twinning Degree Program.

2. Application Form with Necessary Documents

- **Application Form**

The detail of application form is as per **Annexure I**; which is given as below:

- **Endorsement letter from Shivaji University (Annexure II)**

Endorsement letter from the respective department/school, at Shivaji University, stating that candidate, if selected, will be eligible for joining overseas institute for completing his/her academic endeavors as a part of his/her degree program as laid by the University authority.

- **Exchange Program Details**

Course Type: Specify if the course is an Internship/field project or Research Project or any other.

Duration: Proposed duration in weeks.

Preferred Months: December-January or May-June.

Foreign Host Information (Annexure III): Name of the foreign host/scientist/Faculty member with department and email with Institute THE/QS Ranking Details

Mentor from Shivaji University: Name of the Mentor with department and email

Proposed area of interest: (Material Science, Nanoscience, Chemical Science, or Management, etc).

Proposed Work Summary (Annexure IV): A short write-up (1-2 pages) detailing the proposed work or project or internship to be undertaken.

- **Declaration**

A signed declaration by the applicant attesting to the accuracy of the information provided.

- **List of the documents required/attached (Annexure V)**

Filed application form

Self-attested Academic credential mark-lists/certificates

Endorsement Letter from Shivaji University

Consent letter from Foreign faculty

3. Report Submission & Evaluation

- **Report Submission Format (Annexure VI)**

Upon successful completion of the program, applicant/candidate is required to submit a report within 1 week to the foreign host and their Shivaji University mentor. The report format is as follows:

a) Title Page include title of course, name of the applicant submitting the report, name of the foreign faculty with address (1 page)

b) Completion Certificate from Foreign Host Faculty

A certificate from the foreign host institution faculty verifying successful completion (1 page).

c) Internship/Field Project/ Research Project/other course Details

A detailed report (8-10 pages) covering index, objectives, methodology, results, and insights, followed by a conclusion with references (if any).

d) Acknowledgments

Acknowledgments for support received from both Shivaji University and Foreign University. Partial financial assistance for travelling under PMUSHA scheme sanctioned to Shivaji University or other respective source.

- **Report Evaluation**

The project report will be evaluated by the foreign host mentor, along with the Shivaji University mentor, based on the marking/grading criteria adopted by Shivaji University.

The marks/grade of foreign host mentor is to be uploaded to the University examination portal by the Shivaji University mentor for the credit transfer.

4. Credit Transfer Process

- **Marks/CGPA Submission & evaluation**

Upon report **submission followed by evaluation**, the foreign mentor will send the student's evaluated marks/CGPA to the Host mentor or the Head or Director of the respective department/institute at Shivaji University through email.

- **Credit Transfer**

Through Shivaji University mentor, the marks are then uploaded to the examination portal of Shivaji University's for credit transfer. Then, the credits earned through this exchange will be included on the student's mark-memo/transcript, with a note indicating that certain credits completed at the respective foreign University.

- **Transcript/Mark Memo Issuance**

Shivaji University will issue an updated mark memo or transcript for the respective semester, formally documenting the completion of credits at the partner foreign institution.

5. Utilization Certificate

The applicant must submit the financial utilization certificate within 7 days upon completion of exchange visit with joining Shivaji University (**Annexure VII**)

Annexure – I

Application Form for Student Exchange under Twinning Degree Program

1. Personal, Educational & Other Details

- **Personal Details**

- Name of the candidate :
- Gender :
- Date of Birth :
- Email :
- Mobile Number :
- Passport Details :
.....
- Address for Correspondence :
.....

- **Educational Qualification Background**

Sr. No.	Academic degree	University/Board	Marks obtained	% of marks/ CGPA
1	SSC			
2	HSC			
3	B.Sc./B.Com/B.A./B.E./B.Tech			
	I Semester			
	II Semester			
	III Semester			
	IV Semester			
	V Semester			
	VI Semester			
	VII Semester			
	VIII Semester			
4	M.Sc./M.Com./M.A./M.Tech./MCA			
	I Semester			
	II Semester			

	III Semester			
	IV Semester			

• **Current Education Study Details**

- Department/School :
- Name of the Program :
- Current year :First/Second/Third/Fourth
- Semester :I/II/III/IV/V/VI/VII/VIII

• **Training/Projects Undertaken (if any)**

- a.
- b.
- c.

• **Extracurricular Activities (if any)**

- a.
- b.
- c.

• **Additional Information (if any)**

- a.
- b.
- c.

2. Exchange Program Details

- **Course to be undertaken as part of curricula:** Internship/Research Project/...../etc.
- **Duration** : 2 weeks/4 weeks/6 weeks/8 weeks.
- **Preferred Months** : December-January or May-June.....
- **Foreign Host Information**
 - Name of the Foreign Host Faculty :
 - Department Address :
 - Email :
 - Current THE/QS Ranking :

○ **Mentor from Shivaji University:**

Name of the University Faculty :

Department Address :

Email :

- **Proposed Potential area of interest** :Material Science/Nanoscience/Chemical Science
/ Management/etc

○ **Tentative Financial Requirements**

(Only Partial Travel Support from Shivaji University to Foreign Institution)

Sr. No.	Particulars Travel Details	Amount (Rs.)

I declared that the above information is correct and true.

Date :

Signature of Applicant

Signature of Host Mentor

Forwarded through:

Head of the Department/Director of School

Annexure - II

Endorsement Letter from Shivaji University

(On letter-head of the Shivaji University)

The details of the applicant's academic profile and intended course of study are as follows:

- **Name of the Applicant** :
- **Department/School at Shivaji University:**
- **Applied either for UG or PG Course** :
- **Name of Course to be undertaken at Foreign Institution:**
- **Year, Semester of Course at Foreign Institution :**

If selected, (**Name of the applicant**)
will be eligible to join (**Foreign Institution Name**) to complete their academic endeavors as part of their degree program, in accordance with the guidelines laid down by Shivaji University authorities.

We believe their participation will not only enhance their educational experience but also strengthen the collaborative relationship between Shivaji University and (**Foreign Institution Name**).

Date :

Signature of Registrar of the University

Seal

Consent Letter from Host Foreign faculty

(On letter-head of the Faculty)

This is to formally express my consent and willingness to host
[Applicant's Full Name], a student of
[Department/School Name] at Shivaji University, Kolhapur (India), as part of the Academic
Degree Program..... [Applicant's
Name] is proposed to undertake
[specific course/project/internship name] at
[Foreign Institution Name] having current THE/QS ranking of

The details of engagement are as follows:

- **Course/Project/Internship Name:** [Name of Course/Project/Internship]
- **Period of Visit:** From [Start Date] to [End Date]
- **Duration:** [Specify duration, e.g., 6 months/1 semester]

As part of this program, I assure that
[Applicant's Name] will be provided with the necessary academic resources, guidance, and
facilities required to successfully complete their
[course/project/internship].

These include:

1. Access to academic and research facilities relevant to the program.
2. Mentorship and supervision throughout the duration of the program.
3. Administrative and logistical support for a smooth learning experience.

I am confident that [Applicant's Name]
will benefit from this opportunity and contribute to the academic and research objectives of
both institutions.

Please do not hesitate to reach out to me for any further information or clarifications
regarding this matter.

Sincerely,

[Faculty Member's Full Name]

[Designation]

[Department Name], [Foreign Institution Name]

[Signature]

Proposed Work Summary

[A short write-up (2-3 pages) detailing the proposed work or project to be undertaken]

1. Title of the Proposed Work/Course/Project:

.....

2. Tentative Write-Up:

a. Background and Context:

[Provide a brief overview of the subject area, including relevant background information, current trends, and the significance of the topic. Highlight why the proposed work is important in the given field.]

b. Objectives:

[List the key objectives of the proposed work. Be specific about what you aim to achieve, e.g., "To design and test a novel photovoltaic system for high efficiency."]

c. Scope of Work:

[Describe the scope of the proposed work, including the tasks, processes, or activities to be carried out. For example, "The project will involve designing, implementing, and evaluating energy storage solutions for small-scale solar systems."]

d. Methodology:

[Explain the approach or methods you will use to achieve the objectives. This could include experimental techniques, data collection strategies, analytical frameworks, or tools/software to be used.]

e. Expected Outcomes:

[Outline the expected outcomes of the proposed work. For example, "The project will result in a prototype system, a comprehensive report, or a published paper on findings."]

f. Relevance to Academic/Professional Goals:

[Explain how this proposed work aligns with your academic or career goals, and how it fits within the objectives of the Twinning Degree Program.]

3. Additional Notes (if applicable):

[Any other relevant information or special considerations regarding the proposed work.]

Annexure - V

List of the documents required/attached

Filed application form

Self-attested Academic credential mark-lists/certificates

Endorsement Letter from Shivaji University

Consent letter from foreign faculty

Report Submission

The report format is as follows:

a) Title Page include title of course, name of the applicant submitting the report, name of the foreign faculty with address (1 page)

b) Completion Certificate from Foreign Faculty

A certificate from the foreign host institution faculty verifying successful completion (1 page).

c) Internship/ Research Project/other course Details

A detailed report (8-10 pages) covering index, objectives, methodology, results, and insights, followed by a conclusion with references (if any).

d) Acknowledgments

Acknowledgments for support received from both Shivaji University and Foreign University. Partial financial assistance for travelling under PMUSHA scheme sanctioned to Shivaji University.

Utilization Certificate Format

This is to certify that that, Rs..... of
grants-in-aid sanctioned dated.....in favour of
..... under University Letter No.
.....

Out of which, Rs.....has
been utilized for the academic purpose for which it was sanctioned by the University and
unspent balance of Rs.....
has been deposited to the University account as per prescribed process laid by the
University.

Date

Signature of the Applicant

Signature of Auditor

Forwarded through:

Head of the Department/Director of School