

In the Name of God

The Regulations for the  
Admission of Non-Iranian  
Applicants

(Non-Scholarship)

in

**Isfahan University of  
Technology**

Student Affairs Deputy  
The Admission Office of Non-Iranian  
Applicants

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## **Introduction**

In today's global village, the exchange of information, ideas, knowledge and the arts is growing rapidly. The importance of international scientific exchanges and communication is a bridge between different communities in extraterritorial scope. Therefore, the wider the activity is in this field, the stronger and more effective the communications will be.

Accordingly, IUT, in order to enter the qualitative and scientific competition with the universities and prestigious academic institutions worldwide, Persian language development and introduction of Islamic culture and civilization, embarks on the admission of qualified non-Iranian students, and especially attracts young talents and creativities in Islamic countries.

## **Definitions**

### **1. Admission Council**

This council has been formed to make policies, establish appropriate cultural and executive grounds, scrutinize and compile operational plans, make essential decisions about recruiting non-Iranian students, and deliver related passed laws.

### **2. The Elected Committee of Admission Council**

This committee takes the responsibility of scrutinizing the applicants' files and implementing council's passed laws. The members shall be appointed by the admission council.

### **3. The non-scholarship non-Iranian Student**

Non-Iranian students who pay for all their educational and welfare costs based on the reported conditions by the university are located in this category.

## **Goals**

1. To support young Muslim talents and to help the growth and development of Islamic developing countries
2. To provide the appropriate context for the publication and development of Islamic Iranian culture
3. To extend the scientific and cultural ties of the Islamic Republic of Iran with other countries around the world and to promote place of the country in the international arena
4. To introduce the City and the University of Technology of Isfahan internationally
5. To extend Persian language and literature

## **The Bases of Decision Making and Explanation of Duties:**

### **1. International Scientific Cooperation Office**

- A) Communicating with the applicants and providing the necessary information

- B) Receiving and initial scrutinizing of applications' documents based on the internal and ministerial regulations
- C) Sending the applicants' documents equaled with the original ones to the admission office

## **2. Non-Iranian Students' Admission Office**

- A) Scrutinizing delivered documents from the international cooperation office
- B) Preparing the applicant's file to be checked in the elected committee of admission council
- C) Implementing the required correspondences by the relevant authorities
- D) Formulating related style sheets and recommending that to the admission council
- E) Providing the admission council with the applicant's admitted report

## **3. Admission Council of Non-Iranian Students**

This council is formed to make policies, establish appropriate cultural and executive context, scrutinize and compile operational plans, make essential decisions about recruiting non-Iranian students, and deliver related passed laws. It includes:

University's educational deputy, university student affairs deputy, head of the graduate studies center, director of university educational affairs, head of supervision office of foreign students, head of international scientific cooperation office, expert of non-Iranian applicants' admission office

## **4. The elected committee of admission council**

This committee takes the responsibility of checking the applicants' files and implementing council's passed laws. The committee consists of university educational deputy or his plenipotentiary representative, head of the graduate studies center, director of educational affairs or his plenipotentiary representative, head of the related college, expert of non-Iranian applicants' admission office

## **5. Director of Academic Affairs:**

- A) Implementing educational affairs in compliance with the regulations
- B) Implementing the required correspondences by the relevant authorities during studying and after graduation; also graduation certificate is issued by this section.

**Note:** Supervision Office of Foreign Students as one of the executive bases takes the following responsibilities:

- A) Scrutiny and general qualification of the applicant by the competent authorities
- B) Following and implementing applicants' consular affairs

**Admission Conditions:**

**1. General Conditions**

- A) No legal restrictions for the applicants to continue their studies based on educational policy
- B) Getting a confirmation of the representative of Islamic Republic of Iran in the related country or ministry of foreign affairs
- C) Getting a valid certificate of physical and mental health from a reliable physician of Islamic republic of Iran agency and university reliable physician
- D) Having education degrees of previous levels confirmed by competent authorities
- H) Proficiency in Persian language

**Note:** The applicant's Persian language proficiency assessment to be performed in two ways:

- A) Knowledge of those non-Iranian applicants who have passed their previous education in Iran is acceptable.
- B) Other non-Iranian applicants' proficiency that have not passed their previous education in Iran is measured and reported by one of the Persian language official centers in Iran.

**2. Specific Conditions**

**A) In bachelors degree**

- 1) Those applicants who want to continue their education in bachelor level must have diploma (equivalent to the end of high school in Iran) and have pre-university or equivalent. These documents must be approved by the relevant authorities.
- 2) The minimum acceptable average score of diploma is 13. The average of at least 4 relevant courses that will be inquired of groups should be 13.

**B) In Masters of Science (M.S) degree**

- 1) The applicants of education in M.S course must have valid bachelor degree approved by the relevant authorities.
- 2) The minimum acceptable average score of bachelor is 13. The average of at least 6 main courses should be 14.
- 3) Taking the opinion of the related educational group about the applicant's academic situation on the basis of the previous educational records.

#### **C) In Ph.D degree**

- 1) The applicants of education in Ph,D level must have valid M.S degree that should be approved by the relevant authorities.
- 2) The minimum acceptable average score of M.S is 14.
- 3) Taking the agreement of the academic group on the basis of approved criteria

#### **The Indexes of Non-Iranian Students' Admission Council**

- 1) The applicant's nationality in identified priorities
- 2) The applicant's field of study in identified priorities
- 3) The applicant's proficiency in the Persian language
- 4) The mentioned specific conditions in this regulation
- 5) Other notified policies

#### **The Indexes of Educational Groups in Scrutiny of Graduate Studies Applicants' Application:**

- 1) The applicant's scientific capabilities and educational and research backgrounds
- 2) The educational suitability of the applicant with the required field on the bases of the admission council regulations
- 3) Other notified academic indexes from competent authorities

**Comment:** The indexes scores considered by admission council for foreign students and educational groups for Ph.D students are determined separately on the basis of adjusted forms up to 50 points. The minimum of total acceptance score is 60, in the case that the applicant has acquired at least 25 score from the 50 score of educational group index.

**Note:** In addition to the above mentioned cases, the admission council is able to accept non-Iranian applicants according to the university and ministry policies.

### **Acceptance Deadline:**

The deadline for the admission of the applicants' documents and application is three months before the beginning the semester per term based on the academic calendar of IUT. The received documents after the deadline will be reviewed for the next semester.

### **Admission Process:**

1) The international scientific cooperation office of the university check the received images of the applicant's documents according to the regulations of the ministry of science, research and technology and send them along with the application form to the admission office of foreign applicants.

2) The applicant's condition is checked regarding to the approved indexes by admission office of foreign applicants and will be carried out in two ways:

#### **A) In bachelor degree**

After presenting the applicant's request in the elected committee of admission council and agreement with the initial acceptance, admission office of foreign applicants send necessary documents to confirm the applicant's general competence to department of student affairs within the ministry of science, research and technology.

#### **B) In graduate studies degree**

After presenting the applicant's request in the elected committee of admission council and agreement with the initial acceptance, admission office of foreign applicants sends the applicant's educational documents to educational council of the related group to be inquired. If the group agreed, necessary documents to confirm the applicant's general competence will be sent to department of student affairs within the ministry of science, research and technology.

3) After receiving the agreement of ministry of science, research and technology, the admission office of foreign applicants announces the issue to the following offices:

A) The international scientific cooperation office of the university to announce the applicant

B) Supervision and consular affairs office of foreign students of the province, to be informed

4. The admission office of foreign applicants applies in a letter from the department of nationals and foreign immigrants' affairs of state government in order to issue a three-month permit to leave the country (for nationals within the country).

5. The admission office of foreign applicants applies in a letter from Supervision and consular affairs office of foreign students of the province to perform the applicant's consular affairs (for internal nationals, after getting the response from the department of nationals and foreign immigrants' affairs).

6. The applicant refers to the supervision office of foreign students to correspond with the ministry of science (for nationals within the country).

7. MSRT corresponds with the foreign affairs ministry (for nationals within the country).

8. The ministry of foreign affairs corresponds to the related embassy in order to issue the raw passport and inform the reference number of the visa to the applicant (for nationals within the country).

Reference number of the nationals out of country will be announced by supervision office of foreign students of the province to supervision office of foreign students of the university and then to the international scientific cooperation office of the university and finally to the applicant.

9. The applicant refers to the Iranian embassy in the relevant country to receive the educational visa.

10. After arriving in Iran, the applicant refers to supervision office of foreign students to receive one-year educational residence permit.

11. Then the applicant refers to foreign students' admission office and the admission office introduces the admitted students to head of educational affairs of the university to register them and send the copies to the following departments:

- A) The international scientific cooperation office of the university to announce the applicant
- B) Department of student affairs of the university, to be informed and take action
- C) Educational deputy of the university, to be informed and take action

12. Then the education department of the relevant university registers the student by obtaining the following documents:

- A) The confirmation letter of MSRT and the letter of admission office of foreign applicants
- B) The previous sealed educational degrees by embassy of Iran

Images

D) Passport image with educational visa and verification and confirmation of their images

H) The affirmation of educational deputy and graduate studies of science and technology university of Isfahan about settlement of the tuition

### **Specific Duties of Educational Department of the University**

A) Performing the correspondences and replying the inquiries of the embassies, police force and other related authorities

B) Performing the academic affairs of non-Iranian students in accordance with related educational regulations

C) Controlling the residence permit at the beginning of each educational semester

D) Controlling lack of debt by the deputy of education and graduate studies of IUT

E) Providing the student with graduate certificate and transcripts of the scores after the approval of ministry and exporting the applicant's permanent exit visa.

**The End**