



**EXCHANGE PROGRAMME APPLICATION
INDIAN INSTITUTE OF FOREIGN TRADE
B-21 QUTUB INSTITUTIONAL AREA,
NEW DELHI-110016**

Paste Your
Colored
Photo

PLEASE FILL-IN THIS FORM IN **BLOCK LETTERS**

1. **Name:**

_____ (First) (Middle) (Last)

2. **Gender:** Male Female

3. **Date of Birth:** Day _____ Month _____ Year _____

4. **Country of Citizenship** _____

5. **Home Institution**

University/Institution Name _____

City _____ Country _____

Name of Authorized Official _____

E-mail address _____

6. **Mailing Address**

Street/Apt. _____

City _____ State _____ Postal code _____

Country _____ Day phone _____

E-mail (or fax) _____

E-mail Address: _____

7. **Permanent Address** (if it is not the same as the mailing address above)

Street/Apt. _____

City _____ State _____ Postal code _____

Country _____ Day phone _____

E-mail (or fax) _____

E-mail Address: _____

8. **Proposed Terms of Attendance:** (mark all that apply)

Fall Semester (July-September) of year 20__

Winter Semesters (October-December) of the year 20__

Spring Semester (January-March) of the year 20__

9. **Length of Study:** 1 Semester 2 Semester 3 Semester

10. **Housing/Accommodation :** Please refer to **Appendix-II**

11. **Colleges Attended:** (List all post-secondary institutions you have attended).

Name of University/ Business School	Course/ Degree Completed	Year of Completion	GPA	Course/ Degree being pursued	Duration		Credits Earned for current Course
					From	To	

12. Certificates to be attached along with the application form:

- Resume
- Brief motivation letter
- Most recent transcripts
- Certificate of English Proficiency
- Copy of passport
- Filled-In Course Selection Form (Please refer to **Appendix-I**)

For details about courses and commencement of trimesters, please refer to IIFT Student Exchange Fact sheet 2014-15 which can be downloaded at http://cc.iift.ac.in/docs/iift/EP_Fact_Sheet.pdf

13. Have you ever been subjected to disciplinary action by any college or university, or convicted of a violation of any state or federal law, other than minor traffic violation?

Yes No

If **yes**, explain fully on a separate sheet.

PLEDGE OF HONOUR

I certify that all information given on this application is true and correct. I will abide by all rules and regulations of the university. I will accept the responsibility of the Honour Code of the university. I pledge I will not lie or cheat. I understand that violation of the IIFT Honour Code may result in severe penalties, including dismissal from the university.

Date: _____

Signature of Applicant

Name of Authorized Exchange Official at Home Institution: _____

Phone No.: _____

Signature: _____

Fax No. _____

E-mail Address: _____

Date: _____

(stamp of the Exchange
Officer/Institution)

Email filled-in application form along with relevant documents to exchangeprogramme@iift.ac.in

APPENDIX-I
COURSE SELECTION FORM

Name of the Student	
Name of University/School	
Period of Stay (Please Tick)	July-Sept ()/ Oct – Dec ()/ Jan- Mar ()
Date of Arrival	
Date of Departure	
Year (Please Tick)	2014 ()/2015()
Courses Selected at IIFT:	
Trimester I (July – Sept, 2014)	Trimester IV (July-Sept, 2014)
Trimester II (Oct – Dec, 2014)	Trimester V (Oct – Dec, 2014)
Trimester III (Jan- Mar, 2015)	Trimester VI (Jan- Mar, 2015)

APPENDIX-II
ACCOMMODATION

IIFT does not provide on campus housing facilities to foreign exchange students but has made adequate arrangements to facilitate their accommodation needs. The following is a list of agencies willing to offer accommodation for foreign exchange students during their period of study at IIFT. *The below mentioned agencies have been personally contacted for a special price applicable for foreign exchange students of IIFT only. For safety and security purpose it is suggested that exchange students may contact the below mentioned facilities.* It is requested that students may individually get in touch with any one of the agencies based on your requirement and budget. Details are as follows:

- Prakash Kutir B&B
A-34 Hauz Khas, New Delhi-110016, India
Mobile: +91-9811056623
Tel: +91-11-26520134/26967758
Fax: +91-11-26967758
Email: prakashkutir@gmail.com
Website: <http://www.besthomestaydelhi.com>
Contact Person: A.K. Gupta (Owner)
Distance from IIFT: Approx. 4Km

Tariff	Facilities
Rs.1600/day on double occupancy (without breakfast)	Attached Bathrooms, Wi-Fi, RO facility, Laundry(self/paid) Breakfast chargeable Rs.150 per plate (Indian Breakfast), Bed Sheets changed once a week and towels changed twice a week
Rs. 2100/day on double occupancy (with breakfast)	
Rs. 2000/day for a bigger room (accommodating 3 students)	
No added Charges	

- International Flatshare
Shivalik, Malviya Nagar, NewDelhi-110017
Email Id: info@Eurasia-Enterprises.com
Distance from IIFT: Approx. 4Km

Tariff	Facilities
Rs 20,000+Rs 5000 (Basic Utilities)+ Rs 2000(Air Conditioner during Summer months) per month per room. Rooms are normally available on double occupancy basis.	Attached bathrooms, Wi-Fi, Geysers, Television, Kitchen where students can cook their own food

- Saket Bread & Breakfast
D-21, 3rd Floor, Saket, New Delhi 110017
(Near PVR Cinema), Opposite Kotak Bank
Email: saketbedandbreakfast@gmail.com
Website: <http://saketbedandbreakfast.com/index.php>
Mobile: +91-95828 72580 (Mr Anand Puri / Mr Vaneesh)
Tel.: +91-11-41013398
Contact Person: Mr. Anand Puri (Owner)
Distance from IIFT: Approx. 5Km

Tariff	Facilities
Rs. 2800/day for double occupancy (July-September) Rs. 3000/day for triple occupancy (July-September) Rs. 3500/day for double or triple occupancy (October-March)	Attached bathrooms, Wi-Fi, RO facility, In-room Electronic Safe, 24 hr access to fridge, microwave, tea/coffee, Breakfast included Lunch and Dinner on request (chargeable Rs 350 per head per meal)

- Qutub residency
81, Adchini, Sri Aurobindo Marg, New Delhi-110017
Mobile: +91-9212056749 (Mr. Kamal)
Tel.: 011 – 26526192/ 26526193/ 26526194/ 26526195
Email: delhi@qutubresidency.com
Website: <http://www.qutubresidency.com/>
Distance from IIFT: Approx. 2Km

Tariff	Facilities
Rs. 2800/day on double occupancy which includes breakfast and dinner and will include lunch on Saturday and Sunday	Attached bathroom, Wi-Fi, 2 sets of laundry per week (not chargeable)

- Grover's Nest-B&B,
Y-16, Green Park Main, First Floor,
New Delhi 110016, India
Mobile: +91-9868281451
Tel: +91-11-26967713
Email: swaran.grover@yahoo.com
Contact Person: Swaran Grover (Owner)
Distance from IIFT: Approx. 5Km

Tariff	Facilities
Rs. 1500/day on double occupancy basis + Electricity Charges for A/C	Attached bathrooms, Wi-Fi, RO facility, Laundry chargeable Breakfast, Lunch, Dinner on request (chargeable)

- JMD Luxury Home
C-9/9922, Vasant Kunj, New Delhi-110070
Mobile: +91-9810027243
Tel.: +91-11-26134955, +91-11-41042219
Email: jmdpvtltd@gmail.com
Website: <http://jmdluxuryhome.com/#2>
Contact Person: Mr Vikram Singh
Distance from IIFT: Approx. 8Km
*preferably for male students

Tariff	Facilities
Rs. 1500/day on double occupancy	Attached bathrooms, Wi-Fi, Geyser, Television, Breakfast included Lunch and Dinner on request (chargeable Rs 200 per head per meal) Pick up and drop facility chargeable @ Rs. 600 per day per car