



Choithram International
An IB World School
....because every child deserves the best

Horizon

Handbook of university and career guidance

Our Vision

“Our vision is to create learning experiences that foster Intellectual Curiosity, Confidence and Compassion in Individuals and nurture them into Balanced, Resilient and Responsible Citizens who celebrate diversity.”

Our Mission

“We aim to create a joyful, friendly atmosphere in a stimulating environment, where learning is a pleasurable activity and the flame of positivism is kindled to bring about an Integrated Individual who has a strong belief in himself.”

Index

- 1. Career Guidance**
- 2. Career Counseling**
- 3. Role of school in career guidance**
- 4. School Planner**
- 5. Road map for different careers**
- 6. Goal Set up**
- 7. IB Recognitions**
- 8. Ways to send your IB Transcript to colleges**
- 9. Indian Equivalent Marks**
- 10. AIU for Indian Universities**
- 11. Application process for USA**
- 12. Application Process for UK**
- 13. Application Process for Ireland**
- 14. Application Process for CANADA**
- 15. Application Process for Australia**
- 16. Application process for Singapore**
- 17. Placements (As per Database of school)**
- 18. School Visits**

Career Guidance and its importance in students' lives:

Career guidance activities intended to assist students of any age to make educational, training and occupational choices and to manage their careers”.¹

This definition includes making information about educational and employment opportunities more accessible by organizing it, systematizing it and having it available when and where people need it. It also includes assisting people to reflect on their aspirations, interests, competencies, personal attributes, qualifications and abilities and to match these with available training and employment opportunities. Career guidance stresses the interaction between learning and work.

Career guidance activities include

1. **Career information** – all the information necessary to plan for, obtain and keep employment. It includes information on occupations, skills, career paths, learning opportunities, educational programmes and opportunities
2. **Career education** – delivered in educational institutions and sometimes in community organizations by teachers, guidance counsellors, and community resources. It helps students understand their motives, their values and how they might contribute to society. It provides tools to plan a career.
3. **Career counseling** – helps people clarify their aims and aspirations, understand their own identity, make informed decisions, commit to action, and manage career transitions, both planned and unplanned.

¹ OECD and European Commission: *Career guidance: A handbook for policy makers*, (OECD/European Commission, Paris, 2004), p. 10 (also available in French, *L'orientation professionnelle: Guide pratique pour les décideurs*).

Career Guidance Team:

Under the flagship of Head of School

Deputy Head of School

University Guidance counselor of the school: Ms. Neeta Mishra, Ms. Surbhi Vaish, Ms. Sumona Chakraborty

1. DP coordinator
2. MYP Coordinator
3. IE Coordinator:
4. English Language Teachers.
5. Subject teachers.

Roles:

1. Head of School:

- Mentoring, supporting and supervising the career guidance team and its functioning.
- Providing career and college guidance to students and parents.
- Approving and issuing of Predicted grades suggested by subject teachers.

2. IBDP Coordinator:

- Providing guidance for right subject choices to DP students.
- Motivating students for academic excellence to ensure their admission in the desired university.
- Giving opportunity
- Monitoring academic progress of students.
- Applying for transcript and migration certificates to IB.
- Supervising and guiding subject teachers for Predicted grades.
- Writing Letters of recommendations.

3. **MYP Coordinator:**

- Providing guidance for right subject choices to MYP students.
- Motivating subject teachers to discuss subject specific career choices in the class.
- Arranging guest lecturers for career guidance.

4. **IE Coordinator:**

- Conducting and evaluating career assessment and interest profiling psychometric tests.
- Providing feedback about assessment results to coordinators which helps in course selection and career planning.

5. **University Guidance Counsellor:**

- Providing thorough career and college guidance to students and parent.
- Orienting parents and students about college planning, eligibility criterion, college admission and application process.
- Inviting university delegates to school for orientation sessions.
- Sending transcripts and all essential documents to university.

Career Guidance Process in school:

1. **Encouraging students to explore career options:** As a part of the career planning process, it is important for students to analyse their strengths, interests and skills. School gives them a chance to do self assessment and IE and career guidance counselors help students in this process.

2. **Self Assessment Questionnaire:** Self assessment is a process that helps students in assessing their skills, academic and non-academic excellence to fulfil the aims. Helping students for self assessments and sharing feedback with students and parents.

3. **Career assessment by IE coordinator.**
4. **Encouraging students to setup career goal:** To motivate students for academic excellence and to make them earn credentials from service activities and extracurricular activities.
5. **Making Right Subject choices:** Providing guidance to students of grade 9 and DP1 in subject selection based on their interests and abilities. Also, it is suggested as per the entry requirements of the undergraduate program.
6. **Career Guidance Sessions:** Rigorous career counseling sessions take place with students and parents throughout for two years. The purpose of the sessions is as follows:
 1. To discuss career plans.
 2. To discuss entry requirements of various courses.
 3. To prepare a wish list of colleges as the academic abilities and budget.
 4. To shortlist colleges and start the application process.
 5. Explaining the college admission process to students and parents.
7. **Information about Eligibility tests:** Guidance counsellor makes students and parents aware about the tests like SAT/ ACT/ IELTS and other admission tests required for Indian universities.
8. Monitoring academic and overall progress.
9. Encouraging students to participate in summer courses to earn credentials and get exposure to living and studying at a college of high repute.
10. Encouraging students to participate in community services.
11. **Arranging university and career fairs:** Inviting delegates from universities across the world to inform about the courses offered, campus life, admission process, fee and scholarships.
12. Arranging guest lecturers from the professionals and career experts.

13. **College Essay:** This is an opportunity for the students to showcase themselves to admission officers. School counsellor helps the students to choose appropriate topics and students can approach English teachers for suggestions, editing and proofreading.

Students can use the following web site for further guidance.

<https://bigfuture.collegeboard.org/get-in/essays/tips-for-writing-an-effective-application-essay-college-admissions>

14. **Statement of Purpose:** It states a student's career goal, reason for choosing the college major, achievements, extracurricular activities, community services etc. Counsellor provides guidelines to write effective and appropriate statements of purpose.
15. Encouraging students to write an effective essay.
16. University Applications – References and Letters of Recommendation Coordinating subject references and also guiding students from which subject area they should request for references.
- Collating predicted grades from subject teachers for application purposes.
 - Coordinating and supporting tutors in writing university references.
 - Sending transcripts to universities as per the admission requirements.
 - Co-ordinating and writing higher education references, monitoring and quality assuring university references and letters of recommendation including updating, editing, proofing and redrafting where necessary.

17. **Role of IB DP Coordinator:**

Sending IB Transcripts to the University:

- Students need to apply before May 1st for transcript request services provided by IB. Using these services students can send their transcripts directly to the universities. IBDP coordinator collates the transcript request of students and sends it to IB for further process.
- The transcripts can be sent to six universities including one US , two Canada and four others free of cost.
- Post exam results the students may request for additional transcripts by paying extra cost.

Kindly check this link for more details

<http://www.ibo.org/programmes/diploma-programme/assessment-and-exams/requesting-transcripts/>

- Some Indian universities do ask for the transcripts to be verified, you can send a copy of the transcript to ibapdevelopment@ibo.org to verify.
- **Applying to IB for Indian Equivalent transcript and Migration certificate for various Indian Universities:**

University Applications: School Calendar

DP Year II

Dates	Actions
August Week 1 and 2,	Student-Counsellor Meeting
August Week 3 and 4	Parent- Counsellor Meeting
September	Short Listing Universities
October	Statement of Purpose
September – October	Request for LOR
November – December	Student & Parent-Counsellor Meeting
October	Collect LOR from Teachers
Week 3-4 October	Collect Predicted Grades for EA
December , Week 1,	Collect Predicted Grades for Regular Admission
December	Prepare Application Documents
December- January,	Register & Apply to UCAS , Common App, All individual applications
January – March,	Apply Indian Colleges for other than Engineering courses

March	Predicted Grades for Indian Universities
-------	--

University & Career Guidance: School Calendar

DP Year I

Year I	
Dates	Actions
July	First Student-Counsellor Meeting on Right subject choices
September	Parent- Counsellor Meeting(Discuss College Major)
November- May	Take Tests IELTS, SAT/ACT
November - January	Statement of Purpose for summer course/ Practice SOP
November	Request for LOR for summer program
February	Student &Parent-Counsellor Meeting(First discussion on short listing of universities as per career goals) , Monitoring academic progress, Evaluating test scores.
May	AP Exam/ SAT subject test/ SAT improvement

•

Year II	
Dates	Actions
August Week 1 and 2	Student-Counsellor Meeting (Preparation of final list of college majors and colleges)
August Week 3 and 4	Parent- Counsellor Meeting
September	Statement of Purpose
September	Essay writing based on prompts
September	Request for LOR
October, for EA	Student &Parent-Counsellor Meeting: Discussions on Applications
October	Collect LOR from Teachers
October,	Collect Predicted Grades for Early Applications
October- November,	Apply for Engineering , India Admissions
NovemberPost Semester III Exam	Collect Predicted Grades for Regular Admission
December	Prepare Application Documents (Regular Admissions)
December Week 3	Register & Apply to UCAS , Common App, All individual applications)
January – March	Apply Indian Colleges for other than Engineering courses
March	Predicted Grades for Indian Universities

Career Planning :

Choosing right subjects for the undergraduate study: Students apply to a specific degree program at a university when they apply. It is important that they take a considered and well-researched approach when making their application.

- What careers are you interested in and what skills are needed?
- What subjects are you interested in?
- What subjects are you interested in and what are you most passionate about?
- **Some of the factors that students need to consider include:**

Subject choice checklist

- What career would you like to enter when you graduate?
- Do you need any special, industry qualifications?
- Do you need a master/Post graduation degree?
- What high school qualifications do you have?
- Is it a competitive area and do you have the right subject mix from high school?
- Are there any specialist institutions that you have heard about?
- Who are the Lecturers? Are they experts in areas you are interested in?

College Majors and Related career

College Majors	Related Career
Arts and Humanities Arts, Visual, and Performing English Language and Literature Languages, Literatures, and Linguistics Philosophy and Religion Creative Arts, Films, Animations	Arts , Entertainment and sports Arts, Visual and performing Arts Sports and fitness Film making and film production
Business	Business Management, Business and finance

Health, Medicine, Clinical Sciences	Health and Medicine Health care support Health Diagnosis and Treatment Pharmacy Allied medical services: Physiotherapy, optometry, veterinary. Health Technology
Liberal Arts and Humanities	Media and communication Public and social Services Public Relations Social Entrepreneur Law and Govt
Maths, Science, Engineering, Statistics. Applied Mathematics	Architecture, Engineering and Research Data Science and Data Analytics Software Development, Network securities Block Chain Technology Sustainable Developments Environment Agriculturist
Economics	Actuarial Analyst Economist Financial risk analyst Finance analyst Data Analyst

Highlights of some careers of 21st century :

- **Actuarial science:** Actuaries are business executives who use mathematical and statistical skills to define, analyze, and solve complex problems arising in the insurance and pension fields. They create and manage programs to reduce the financial impact of events such as illness, accidents, unemployment, or premature death. Actuaries must understand the entire operation of the insurance and pension fields because their evaluations often influence company policies and practices.
- **Data science:** In the last few years, the field of data science has exploded. Majors who have taken Stat 525 (Linear Regression) and have proficiency in SAS, R, or Python are particularly well-poised to take advantage of these opportunities. Students are encouraged to enhance their data science credentials by combining statistical coursework in our department with data science or machine learning coursework in Computer Science, Biostats, or Linguistics.
- **Information technology and computing:** A mathematics major can launch a career in the wide-ranging world of information technology and computing services, provided that the major studies are complemented by enough training in computer science. Typically, such a major will also complete a minor, or perhaps a double major, in computer science. Some of the more mathematically intensive parts of IT concern cryptography or animation and graphics.
- **Business, management, consulting:** There is an increasing demand for mathematicians and statisticians in many different areas of business. Besides the clearly defined career path to actuarial science, there are also diverse opportunities in production management, forecasting and financial modeling. A major in mathematics that includes statistics, augmented by a minor in computer science and courses in economics, accounting, finance, or industrial engineering, for example, would provide a solid basis for a business career.

<https://www.math.umass.edu/undergraduate/career-opportunities>

- **Cyber Securities:** Cyber security professionals, or information security analysts, have a wide range of responsibilities, but the crux of their job is to protect online data from being compromised. As more of our personal information is stored online, the more important it becomes to step up security.

Cyber security careers are complex and many roles can be found with banks, retailers and government organizations. On the job, you can expect to safeguard an organization's files and network, install firewalls, create security plans and monitor activity. If a breach occurs, you'll be responsible for identifying the problem and finding a solution quickly.

<https://www.cybersecurityeducation.org/careers/>

- **Career in Sustainable development:** Sustainability is a growing field, with job opportunities in the sciences, social sciences and the humanities. According to the Bureau of Labor Statistics, "although their specific career paths might differ, sustainability professionals promote environmental protection, social responsibility, and profitability."

Sustainability professionals may help their employers conserve resources (from energy to water to dollars) and improve efficiency; create new, more environmentally and socially responsible technologies or services; educate stakeholders about environmental and social issues and engage them in planning and programming accordingly and more. Regardless of job title, the work of all sustainability professionals focuses on the intersection of environment, economics and social and cultural issues: what's referred to in the business world as the "triple bottom line" of people, profits and planet.

<https://www.sustainabilitydegrees.com/careers/>

Application Process for India

(Contents taken from India Recognition Guide , IB)

Applying to Indian Universities

Entry to undergraduate courses is based on the performance in grade 12 examination and/or entrance test. Entry requirements vary from university to university and course to course. Prior to commencing the DP, students and parents must be familiar with the required subject combinations and levels for the student's future career path; this should ensure students' eligibility for particular professional courses. A student interested in studying an undergraduate course must make direct contact with the college or university he or she would like to attend to check specific course and entry requirements. Most of the professional institutes in India today prefer to conduct entrance exams for selecting candidates. The entrance tests are in the month of April/May or June. While some institutes participate in a common entrance exam, others may conduct their own individual entrance exams. It is important to check the application deadline for each institution, as deadlines may vary. A number of universities in India accept students provisionally on the basis of predicted grades.

Engineering

Admission to Undergraduate Engineering Programs at NITs, and other Centrally Funded Technical Institutions is based on the performance in the Grade 12/equivalent qualifying Examination and in the Joint Entrance Examination, JEE (Main). For admission into IITs, the top 150, 000 candidates who qualify the JEE (MAIN) exam appear for JEE (Advanced). Admissions is based only on category-wise All India Rank (AIR) in JEE (Advanced), subject to conditions as defined in the JEE (Advanced) website. A number of universities conduct their own entrance tests as well, students should refer to the university website for the most up to date information.

Medicine

There is a requirement to study three sciences (Physics, Chemistry and Biology) for studying medicine in India. **The IB gives permission to students to take the three sciences.** Students can explore two options;

- an additional science subject as an 'extra' certificate.

- apply for a non-regular IB diploma, thus allowing three sciences to be completed, usually in lieu of a group 3 (Individuals and societies) subject. A candidate may be authorized to take a non-regular diploma only if the proposed higher education course allows no other alternative.
- The student must contact the IB coordinator at the school to proceed with this request. Please note that this request must be submitted to the IB Cardiff office (via the IB coordinator) at least 18 months prior to the examinations. Taking three sciences only helps meet the minimum entry requirements for studying Medicine in most colleges
- Admission to medicine is based on the entrance test, the NEET.

Documents required for admission to Indian Universities

1. Indian percentage transcript issued after the release of results to the DP coordinator at the school.
2. Migration certificate issued after IB exams in the month of May downloadable from IBIS (secure website for IB coordinators).

Important to Note: For students to get the documents from the IB, a request for an Indian transcript should be made through IBIS by the Diploma coordinator for the current exam session candidates before the results release. After results release students alumni should make the request directly through the link <http://www.ibo.org/programmes/diploma-programme/assessment-and-exams/requesting-transcripts/>

3. Character Certificate from school if applicable
4. Transfer certificate from School if applicable
5. Some universities require AIU , Indian equivalence certificate.

Association of Indian Universities

AIU House, 16 Comrade Indrajit Gupta Marg New Delhi - 110002 AMENDMENTS TO THE POLICIES AND PROCEDURES FOR EQUIVALENCE OF QUALIFICATION/DEGREES AS APPROVED BY THE GC INT MEETINGS HELD ON 30TH JUNE 2016 SCHOOL LEVEL QUALIFICATIONS FROM SCHOOLS AFFILIATED TO FOREIGN BOARDS/ OFFERING FOREIGN SYSTEM OF EDUCATION 1. PARA 39, 40, 41 AND 42 BE READ AS UNDER:

AIU shall accord equivalence to school level examinations on the fulfillment of the following conditions:

(a) the Minimum duration of the programme must be at least the same as prescribed for the corresponding level of qualification in India (i.e a minimum of 10 years of schooling for being equated with Secondary School Certificate Examination of the CBSE/other Boards in India; and a minimum of 12 years of Schooling for being equated with the Senior School Certificate Examination of the CBSE/other Boards in India);

(b) the candidate must have passed the Examination equivalent to the Grade 10 with a Minimum of 5 (five) subjects including English;

(c) the candidate must have passed the Examination equivalent to Grade 12 with a Minimum of 4 (Four) subjects

IB Diploma/ Course (Certificate) AIU shall accord equivalence to both the IB Diploma and the IB Diploma Course (i.e. IB Certificate) provided that a student has secured a minimum of 24 credits and has passed a minimum of three subjects at Higher Level (HL) and three at Standard Level (SL);

ASSOCIATION OF INDIAN UNIVERSITIES
AIU House, 16 Comrade Indrajit Gupta Marg, New Delhi -2
(EVALUATION DIVISION)

APPLICATION FORM FOR EQUIVALENCE CERTIFICATE

1. NAME (Mr./Ms.)
2. POSTAL ADDRESS
3. E. MAIL
4. CONTACT/MOBILE NO
5. EXAMINATION PASSED
(For which Equivalence is required)
6. NAME OF SCHOOL/ INSTT/ UNIIVERSITY
7. NAME OF THE COUNTRY
8. PROGRAMME OF STUDIES TO BE PURSUED
9. DOCUMENTS ENCLOSED

- i)
- ii)
- iii)
- iv)

10. DETAILS OF FEES*

11. Name of Bank

12. DD No

Amount Rs

Date

Signatures

Place.....

Documents to be Enclosed:

SEE OVER LEAF

A Sum of **Rs. 12000/- (Rupees Twelve Thousand Only)** payable through Demand Draft favouring '**Association of Indian Universities, New Delhi**' or By ECS/RTGS details of which are provided at Page No 3 of evaluation form.

Note: kindly mention the name, Mobile no and address on the reverse side of the Demand Draft.

DOCUMENTS TO BE ENCLOSED ALONG WITH THE APPLICATION FORM

FOR GRADE 10

Documents to be Enclosed:

- (a) Copy of the Certificate/Diploma (Grade 10) issued by the Concerned Board/Ministry of Education
- (b) Copy of Mark sheet/Official Academic Transcript

FOR GRADE 12

Documents to be Enclosed:

- (a) Copy of the Certificate/Diploma (Grade 10 and Grade12) issued by the Concerned Board/ Ministry of Education
- (b) Copy of the Official Academic Transcripts/Mark Sheet issued by the Concerned Board/ Ministry of Education
- (c) Documentation on the Accreditation Status of the Instt. (Applicable only for the candidates, those who have studied under US System of Education)
- (d) Copy of Passport & Visa

FOR GRADE 12 (NWAC)

Documents to be Enclosed:

- a) A copy on the Accreditation Status issued by Northwest Accreditation Commission (NWAC) for the period you have studied in school
- b) Approval/Recognition letter issued by the State Government to the school.
- c) A letter from the Principal of the awarding School stating therein that candidate was a full time student on the campus of the School from ----- to ----- (mention period)
- d) Grade 10 Certificate of the concerned Board & Mark Sheet.
- e) Grade 11 & 12 Official Academic Transcript & Copy of High School Diploma.

FOR BACHELOR DEGREE

Documents to be Enclosed:

- A. Copy of the Certificate/Diploma (Grade 10 and Grade12) issued by the Concerned Board/Ministry of Education along with Mark Sheet.
- B. Copy of the Bachelor Degree
- C. Copy of the Official Academic Transcripts for Bachelor Degree issued by the university.
- D. A Copy of the Passport /Visa and I-20 in case of students having studied in US.
- E. A letter from the University stating therein the period of your full time studies on the campus of the degree awarding university i.e. date of start of course and completion, thereof.
- F. Copy of Offer Letter issued by the degree awarding university.

FOR MASTER DEGREE

Documents to be Enclosed:

- A. Copy of the Certificate/Diploma Grade 10 and Grade12 together with Mark Sheet.
- B. Copy of the Bachelor Degree and Master Degree
- C. Copy of the Official Academic Transcripts of Bachelor and Master Degrees issued by the university.1
- D. A Copy of the Passport & Visa Or I-20 in case of students having studied in US.
- E. A letter from the University stating therein the period of your full time studies on the campus of the awarding university i.e. date of start of course and completion, thereof.
- F. Copy of Offer Letter issued by the degree awarding university.

FOR PHD DEGREE

Documents to be Enclosed:

- a) Copy of the Ph D Degree.
- b) Copy of the Official Academic Transcript for Ph D.
- c) A Letter to the effect that he was a full time student of the campus of the Degree awarding University stating therein the period i.e. start and completion there of.
- d) Authenticated copies of title of the Theses submitted by you.
- e) Any other documents to the effect that you have appeared for any Entrance Examination before joining Ph D Degree programme.
- f) Copies of your Grade 10 and Grade12, Bachelor and Master Degrees along with Mark sheets. g) A Copy of the Passport & Visa

NOTE:-

1. All the above documents should be authenticated either by Indian mission in that country or their mission in India OR By some Gazetted officer of Central/State Government in India
2. Applicant must Not submit their document in Original.
3. Only Photocopies of the documents, self attested be submitted
4. The applicant may, however, be required to present original document for verification, if required.
5. We do not accept scanned document for equivalence.
6. It is the responsibility of students to provide all documents, as desired by AIU.

NOTE :

The candidates intending to join Medical prograqmme, at under graduate level are required to have studied the subjects of Physics, Chemistry, Biology and English, and those intending to join Engineering should have studied Physics, Chemistry, Mathematics and English in Grade 11 and 12

Payment Mode:

i) Demand Draft in favour of Association of Indian Universities, New Delhi and send it to our New Delhi Office.

ii) ECS/RTGS as per details given below:

Beneficiary Name	Association of Indian Universities
Beneficiary Account Number	0158101000975 (Savings)
Beneficiary Bank	CANARA BANK, Deen Dayal Upadhyay Marg, New Delhi-110002
IFSC Code	CNRB0000158
Amount(in figs)	
Amount(in words)	

Suggested Conversion for Higher Education for students applying to Indian Universities

International Baccalaureate Diploma has been recognized by the Association of Indian Universities as an entry qualification to all universities in India. With the requirement for percentage conversion by universities in India, students applying to Indian universities receive a transcript with IB grades and - percentages within 1 working day from the release of results for the May and November session exams. The table below provides the range of IB grades to percentage scores. Universities in India ask for percentage conversion of the predicted grade transcript as well at the time of admission, schools may use this suggested conversion for calculating the equivalent marks on a scale of 1-100 by giving the midpoint of the range indicated for a particular grade.

IB Grade to Marks Scheme

IB Grade	Indian Equivalent Marks	
	From	To
7	96	100
6	83	95
5	70	82
4	56	69
3	41	55
2	21	40
1	1	20

List of Universities recognize IB diploma

Ahmedabad University,
Amity University
Annapurna International School of Film + Media Ashoka University
Centre for Environmental Planning and Technology University
Christ University, Bangalore
Council of Architecture
D.Y.Patil Vidyapeeth, Pune
Delhi Technological University
Dhirubhai Ambani Institute of Information and Communication Technology
FLAME University
Guru Gobind Singh Indraprastha University, New Delhi
HR College of Commerce & Economics (affiliated to University of Mumbai)
Indian Institute of Science (IISc), Bangalore (Institute of Science Education)
Indian Institute of Space and Technology, Thiruvananthapuram
Indian Institutes of Science Education and Research
Indian Institutes of Technology (Technical Institutes)
Indraprastha Institute of Information Technology
International Institute of information Technology, Hyderabad
Kalinga Institute of Industrial Technology, (KIIT) University
Lady Sri Ram College (affiliated to University of Delhi)
MAER's MIT Institute of design
Manipal University
NMIMS University
Nirma University of Science & Technology
O P Jindal Global University
Pandit Deendayal Petroleum University (PDPU)
Rajiv Gandhi University of Health Sciences, Karnataka
SNDT University
SRM University
Saveetha University
Shiv Nadar University
St Xavier's College

Symbiosis International University
University of Calcutta
University of Delhi
University of Hyderabad
University of Kerala
University of Mumbai
VIT University
Visvesvaraya Technological University, Belgaum
Aligarh Muslim University, Aligarh
All India Institute of Medical Sciences, New Delhi
Andhra University
Anna University, Madras
Bangalore University
Bharathidasan University, Tiruchirpalli
Birla Institute of Technology and Science, Pilani
Himachal Pradesh University
Jadavpur University, Calcutta
Jawaharlal Nehru University, New Delhi
Kurukshetra Vishwavidyalaya
National Law School of India University, Bangalore
North Eastern Hill University, Shillong
North Maharashtra University
Osmania University, Hyderabad
Punjab University, Chandigarh
Punjabi University, Patiala
Tamil Nadu Agricultural University
The Maharaja Sayajirao University of Baroda
University of Agricultural Sciences, Bangalore
University of Allahabad
University of Bombay
University of Calicut
University of Madras

University of Poona, Pune

University of Rajasthan, Jaipur

UK Applications

<https://www.britishcouncil.ca/sites/default/files/ukcu-counsellor-handbook-canada-single-page.compressed.pdf>

UCAS deadlines

Deadlines Explained

1 September – Students can submit applications after this date. Students can apply in the current application cycle even if they intend to take a gap year.

15 October - Equal consideration deadline for applications for all professional medicine, dentistry, veterinary medicine and veterinary science courses, and for all courses at the universities of Oxford and Cambridge.

15 January - Equal consideration deadline for applications for all courses except those with 15

October or 24 March deadlines.

24 March - Equal consideration deadline for applications for art and design courses except those listed with a 15 January deadline.

Mar - Jun

Student research

1 September

UCAS application system opens

15 October

Deadline for applications for Medicine, Dentistry and Veterinary Science, and applications to the universities of Oxford and Cambridge

15 January

Recommended deadline for equal consideration

24 March

Art and design courses deadline

30 June

Deadline for applications via the standard process

1 September

UK University Starts

Additional application routes

UCAS Extra

Students who have not been accepted onto a place or have declined all their offers can use UCAS Extra to make one more application. This service is open between 25 February – 3 July.

Clearing

Clearing is a service that opens at the end of the application cycle. It matches students who do not hold an offer with any unfilled university places. Clearing places typically fill up in the last two weeks of August as this is when most UK applicants receive their exam results. Clearing opens in July and closes on the 30 September.

Role of the student

Pre-Application

- Students need to ensure that they have fully researched their options and know which courses they would like to apply for
- Students will need to complete the application form, including their personal statement which should include information about why they want to study their chosen subject area
- Students will need to attend interviews if requested by the university
- Students in the UK often attend university open days or UCAS conventions to decide whether they like an institution, some universities offer virtual tours on their website for international students.
- Students will need to communicate with the university if they have any questions about their application, rules around personal data in the UK mean that an institution won't be able to discuss their application with anyone else
- Students will need to ensure that they have all of the relevant certificates and exam results requested by the university.

- Students may need to confirm their place if they have an offer before their exam results are available
- **Pre-Arrival**
 - Students will need to ensure that all relevant documents are supplied with their application, which may be visas, portfolio pieces and finance documentation

Applying to U.S. universities

Students need to submit separate applications to each U.S. graduate program that they want to apply to. Students can apply to as many universities as they wish, though for time and cost purposes we recommend you choose 4-6 universities. Each university will set its own deadlines, applications requirements, etc. Fortunately, most applications will follow a similar format, and you'll be able to re-use or adapt the materials you prepare for each application.

Most applications will include:

- **Application form**
- **Standardized test scores, SAT, ACT, TOEFL, IELTS**
- **Transcripts 10th, 11th, Midyear and Predicted grades.**
- **Personal statement** - which is also called the Statement of Purpose essay or SoP
- **Separate research statement (Essay)**
- **2-3 Recommendation Letters**
- **CV (sometimes required)** listing your professional and extracurricular accomplishments
- **An Interview** may be requested for some students (such as MBA applicants), while an **audition** is likely to be required for students applying for programmes in the arts
- Arts and Architecture students may also submit **a portfolio** of work, while students applying for research-focused degrees may be asked to submit **a writing sample**
- **Application fee** of approximately \$50-100 per application

Selection of U.S. colleges/universities: Ideally, you should start the pre-application process about **14-18 months before you plan to begin your studies in the U.S.** It is

advisable to select as many as 20-30 universities to write to or email at first, although your final shortlist could be anywhere from 8 to 10 or more schools. Several factors should be taken into consideration while selecting universities. A comparison chart listing the differences among departments of universities with respect to field of study, area of research quality and areas of faculty interest, the thrust of the program, accreditation, student requirements, selectivity or level of competitiveness, costs, financial aid possibilities, geographic locations and so forth. will help you to shortlist your choice of university. Since not all factors are equally important, each student should list his or her priorities at the time of short-listing graduate programs.

Your **pre-application request** could be in the form of an email describing your undergraduate educational background, degree and the program you intend to pursue in the U.S. (state the academic year you intend to enroll in - the year and the session), and proof of financial support (specify if you need financial assistance). Your request should be addressed to the appropriate official as mentioned on the website pertaining to international graduate admissions.

Register for standardized admission tests: it is best to take the required standardized tests by **October or November of the year before the Fall semester**. If you are applying for the Spring semester, take the tests before June of the previous year.

Complete and send in application forms: You can either use the on-line applications or those that are mailed by colleges/ universities. Read the website carefully at the time of accessing online application forms. Almost all U.S. institutions charge a non-refundable application fee anywhere between U.S.\$ 50 and U.S.\$ 250. **Application deadlines vary with competitive/selective institutions usually having early deadlines.** Others vary from January to March and beyond. Some schools have rolling admissions with no fixed deadlines. Generally speaking, **all parts of your application should have reached the university before the deadline as applications are processed on a first-come, first-served basis.**

You need to submit official records of your academic work called transcripts. Besides mark sheets, foreign students should ask their school to provide a list of the subjects

they studied each year for their last four years of study along with the duration of the program. Detailed break-ups, if available, indicating the number of times the class met per semester should be included with the examination results. Ensure that official copies are procured from your academic institution in a sealed envelope. USIEF also attests academic documents for a fee.

Most colleges and universities include a Declaration and Certification of Finances form in their application packets. This must be signed by your parents, or whoever is meeting your college/ university expenses, and must be supported by a bank letter signed by the manager.

Most graduate institutions require a **Statement of Purpose** essay which is a narrative about your interests and academic goals. This may be about a page or two long, describing your background and achievements and further plans. This provides you the opportunity to communicate positive factors to offset any weaknesses and discuss your areas of interest and any educational or career goals. Some colleges or universities specify essay topics

Institutions generally ask for **two to three letters of recommendation**. A member of the faculty, head of the department, a project guide or your supervisor at work, may write these.

Send supplementary materials as appropriate.

Financial aid: Graduate financial aid is given on the basis of **academic ability and merit**. It is intended to supplement the amount provided by the student's family and other sources. Students and their families will be expected to provide detailed information regarding their finances. Students with a greater chance of obtaining financial assistance must therefore demonstrate: **high academic achievement, high scores on standardized tests, exceptional talent or a record of meaningful involvement in co-curricular activities** relating to the intended field of study, Individualized letters of recommendation enumerating his or her abilities, or strong professional background (if required as part of the admissions requirement) will help.

Finally, keep in mind that your application will be reviewed with respect to several strong applications received from all over the world. Everyone cannot be given admission. All colleges and universities have a set of institutional values and needs impacting admissions decisions each year. The process of getting into an American university or a college involves several factors, indicators and characteristics about you as an individual weighed against the goals and priorities set by each school and its respective departments. So, **find the right match** by selecting a university or a college well suited to your own needs and **work hard** on your applications.

When you receive a letter of acceptance, you are required to confirm your admission. A simple email confirming your acceptance should be fine. Some schools may require a deposit to confirm your admission. The International Student Office will later send you the **I-20 (Certificate of Eligibility)**, which is required for you to apply for an F-1 visa at a U.S. Embassy.

<http://www.usief.org.in/GS-Applying-to-US-universities.aspx>

Application Process for universities of Canada/ Australia

Undergraduate requirements

Undergraduate requirements depend on the type of institution one chooses, this is usually in form of prerequisites and assessments guiding the processes involved in a certain University or College to offer an academic degree, which varies in different ways depending on if the student is a foreigner or a permanent resident.

For admission into undergraduate level, student must have completed twelve years of academic education, but for postgraduate level it is sixteen years. Below you can find undergraduate requirements for most Canadian Tertiary Institutions.

All applicants into undergraduate programs must submit:

- A completed [application form](#);
- An official high school transcript (or attested copy) (if applicable);

- Official transcripts from all post-secondary institutions attended (if any);
- A detailed chronological résumé to demonstrate educational achievements, work experience, progression, community involvement, volunteer experience, and other related experience; and
- A Letter of Intent (LOI) that clearly explains why the applicant is applying and outlines the student's academic intentions.

Applicants who completed high school or any post-secondary study outside Canada must also submit:

- Documentation confirming their high school completion was awarded, if not already indicated on official transcripts; and
- Proof of [English language proficiency](#).

Finally it is important for you to know that major languages used in Canada are English and French. But most of the universities offer courses in English language. So you need to show your efficiency by means of English Language tests. [IELTS](#) is most widely recognized and accepted English proficiency test in Canada, however, some universities and colleges accept [TOEFL](#). The score that you must obtain in these language tests vary from institution to institution and course of study. Some universities even seek for other medium of English language test assessment.

<http://studyincanada.com.ng/admission-in-canada/general-admission-requirements.html>

Application Process for Singapore

Singapore is the most proffered education destination. Country has high standard of living and the same is with its education.

There are currently four public universities in Singapore. They are named as:

- National University of Singapore
- Nanyang Technological University
- Singapore Management University
- Singapore Institute of Technology and Design

It also has five polytechnics. They are as follows:

- Nanyang Polytechnic
- Ngee Ann Polytechnic
- Republic Polytechnic
- Singapore Polytechnic
- Temasek Polytechnic

Application Deadline: October – April

Required Documents:

- Good IB Score (above 38)
- High SAT score (Preferred)/Minimum 29 ACT
- IELTS score 7 above overall
- Online Application form
- Passport
- Birth Certificate
- Financial Documents
- Letters of recommendation
- College essay

Source: Univariety GCC Green Belt Course

Application Process for Australia

Australia has the following Group of 8 universities. Candidates need to apply online for each university separately. They should have IB score 34 above with 7 above IELTS score.

Australia also offers foundation courses.

- University of Adelaide
- Australian National University
- University of Melbourne
- University of New South Wales
- Monash University
- University of New South Wales
- University of Queensland
- University of Sydney
- University of Western Australia

Course usually starts in July and March .

Photo Gallery of University Visits at Choithram International 2018-19



Education Fair: USA Universities



Education Fair : UK, CANADA, Australia...



	2021-23	Placement	Country
1	Kartik Saraswat	UCD,Dublin	Ireland
2	Aarushi Pathak	University of Liverpool	U.K.
3	Janhavi Oturkar	University of Exeter	UK
4	GaurviLoungani	University of Connecticut with scholarship	US
5	Saanvi Mishra	Woxen University,Hyderabad	India
6	Ruana Ahuja	VIT Vellore	India
7	Shaaranya Garg	BITS-RMIT,Pilani	India
8	Sanidhya Bhootra	NMIMS,Indore	India
9	Sarthak Rathi	NMIMS,Mumbai	India
10	Samay Bajaj	NMIMS,Mumbai	India

	2020-22	Placement	Offers
1	Anoushka Chakraborty	Ahmedabad University Mahatma Gandhi Scholarship	India
2	Syona Nagar	University of British Columbia, Canada	Canada
3	Raghav Joshi	University of East Anglia, UK	UK
4	Laya Singh	University of San Francisco, USA	USA
5	Tina Sitlani	Christ University, Banglore	
6	Leera Gupta	NMIMS Indore	India
7	Yashit Tolani	university of Capilano, Canada	
8	Priyanshi Rathi	NMIMS Indore	
	2019-21	Placement	Offers
1	Arya Naga	NMIMS Mumbai	India
2	Eishita Dhanwani	Amity, Jaipur	

3	Janvi Karnawat	NMIMS, Mumbai	University of Manchester, University of Bath
4	Siddharth Noah Joshi	NMIMS, Mumbai	
6	Ananya Mimani	O.P.Jindal Global University	O.P. Jindal Liberal Arts Global Univeristy, Krea University, FLAME University
9	Arya jain	Christ University, Lvasa	
1 0	Bhaves Rochlani	Jain University, Banglore, BBA	University of New South Wales
1 6	Kanishk Singh	University of Massachusetts Boston, USA	University of Massachusetts Boston
1 7	Kunal Matta	Benett University, Delhi	
1 8	Pavitar Singh Arneja	NMIMS, Indore, B. Tech, CSBS	
	2018-20	Placement	Country & Scholarships
1	Sujay Jain	University of California, LA	USA
2	Baani Pasrija	NYU,B.Sc. Economics	USA
3	Kartavya Sharma	University of California, Berkely	USA
4	Shaurya Pathak	Sheffield University, B. Engg. Computer Science	UK
5	Vaidik Lapalika	University of Toronto,BA Economics	Canada
6	Vikramjeet Singh Sokhey	University of Toronto,BA Economics	Canada, 25% Tution Fee Waiver
7	Anuj Rathi	NMIMS, Narsee Monjee University	India
8	Aniruddh Singh	Amity University Pune	India
9	Tanishk Doshi	MIT, Pune	India
1	Aditya Rathi	NMIMS, Narsee Monjee University	India

0			
1	Krishni Tiwari	Christ University	India
1			
1	Sagarina Ghosh	Amity University Mumbai Clinical Psychology	India
2			
	2017-19	Placement	Scholarships
	Kashika		
1	Mirchnandani	HKUST	
		Manchaster university,B. Sc.	
2	Kalpak Jain	Computer Science	
	Rajnandani		
3	Bansal	University of Sheffield	
		University of Sheffield- Accounting and Financial Management and Economics,	
4	Arushi Jain		
	Sannidhi		
5	Bhootra	SRM, Chennai, B. Tech. Bio medical	
5	Shailaja Bhatt	VIT, Vellore, B. Tech. , India	
		BATCH 2016-18	
		University Of Melbourne July 2018 intake	Scholarship of 10,000 USD pa from University of Cincinnati
1	Aaditya Sahu		
			Scholarship from Trinity College Dublin
2	Adarsh Bapna	University of Sussex	
3	Aditya Goyal	University of Sussex	
		Queensland University of technology, Australia	
4	Ansh Goyal		
			Presedential Scholarship, Scholarship from Trinity college of 8000 Euros, Scholarship from University of Denver
5	Parul Tambe	University of Water Loo	
6	Swamini Vijay	MIT , University Pune, Law course	

	Patil		
2015-17			
1	Janmajaya Mall	Hong Kong University	Hong Kong
2	Krishna Kangia	O P Gindal , Delhi	India
3	Naman Jain	Symbiosis, Indore	India
4	Preksha Jain	Christ College, Bangalore	India
5	Priya Rathi	D Y Patil Collge, B.Arch Pune	India
6	Priyal Jain	Christ College, Bangalore	India
7	Swati Modh	O P Jindal , Delhi	India
2014-16			
1	Ayush Kanthalia	University of Washington	USA
2	Lavanya Rangarajan	SIES Mumbai	India
3	Kshitij Bafna	Rutgers US	USA
4	Anushka Goyal	University of Bath UK	UK
5	Sreevidya Ayyar	Oxford University	UK
6	Kanishka Chamadia	JSS Medical College, Mysore	India
7	Kalash Kothari	PDPU Ahmedabad	India
8	Bhoomi Sharma	Narseemonji College Mumbai	India
9	Ruchika Saini	NID Mumbai	India
10	Neerja Sharma	University of Illinois Chicago	USA
2013-15			
1	Aditya Porwal	Utkal University,Bhubneshwar	India
2	Anirudh Sharma	Cambridge University	UK
3	Chirag Hablani	NUS	Singapore
4	Juzer Haideri	Lala Lajpat Rai College of Commerce and Economics	India
5	Priyanka	SP Jain Singapore	

	Kakwani		
6	Shubhika Barjatya	Purdue University,US	USA
7	Tanisha Matta	HR College,Mumbai	India
8	Amrita Dhariwal	California lutheran university	USA
2012-14			
1	Aaditya Geed	University of Ontario	Canada
2	Avish Lalwani	Mithibai College	India
3	Ishu Verma	Imperial College of London	UK
4	Larissa D'Souza	Simon Fraser University	Canada
5	Vidit Khatri	Simon Fraser University	Canada
2010-12			
1	Amit Singhi	London School of Economics	UK
2	Hemant Pandit	University of Warwick	UK