



FORM - I

VISIT OF FOREIGN NATIONALS – DETAILS REQUIRED

Affix Passport size
Photograph

1. Name (Capital Letters)
2. Father’s Name
3. Nationality
4. Date of Birth
5. Place of Birth
6. Marital Status
7. Qualifications
(Graduate/Post Graduate/above)
8. Present Working Status (Design.)
with complete address of
employer
9. Mailing/Correspondence Address
(With Fax. No. & E-mail)
10. Permanent Address
(With Fax. No. & E-mail)
11. Passport Number
12. Proposed duration of stay in
India
(Specific period and dates)

Period/Duration

From

To
13. Detailed purpose & Deptt. of visit

Purpose

Sponsored By : Please mark ☒ in box
Govt. ☐ / Public Sector Organization ☐
(College/Institution/Hospital/University)

Department
Signature of Applicant
Name
Date

Signed by the Competent Authority
(with seal)

N.B.: The candidate is advice to fill up each and every column of the application Form-I.
Incomplete applications will not be accepted.

	GUIDELINES FOR LONG/SHORT TERM TRAINING/OBSERVERSHIP FOR FOREIGN NATIONALS
1.	The Short-Term Training upto Six (6) months and Long Term Training upto Two(2) Years may be provided to the Foreign National candidates sponsored by the Foreign Government/Autonomous Bodies/Medical Institutions duly recommended by the Dean or any other competent authority of the concerned College/University/Institution. There will be no financial obligations on the part of the Institute/Govt. of India. The training is arranged in consultation with the competitive authority of the respective department / discipline and the time and period of training is decided mutually by the department / discipline and applicant. This training does not lead to the award of any degree / diploma.
2.	<p><u>The foreign candidates desirous of observership training at this Institute shall be required to follow and submit the following:-</u></p> <ol style="list-style-type: none"> 1. Details in prescribed FORM-1(Two Sets). 2. A Original Sponsorship Letter. 3. Attested photocopies of certificate/degree (only graduate & postgraduate level) of academic qualifications. 4. The application should be routed through your CURRENT EMPLOYER (i.e. from the appointing authority, the Administration / Through Headquarter / Dean, Principal, Vice Chancellor of the Concerned University / Institution / Organization). 5. Photocopy of Valid Passport. 6. The Foreign Candidate should be registered as Medical Practitioner in his own country and should submit a copy of valid Registration. 7. Private Practitioners and Self Sponsored Candidate(s) will not be considered. <p>The application FORM-1 can be down loaded from Institute website i.e. www.aiims.edu All Correspondence should be addressed to :- The Dean / Registrar, Academic Section, All India Institute of Medical Sciences, Ansari Nagar, New Delhi – 110 029.</p>
3.	FEES:- The Candidates / Trainees belonging to SAARC and Low Income Developing Countries will be treated at par with Indian Nationals for the purpose of training fees as per the approval of the Academic Committee and GB. i.e. Rs.2,000/- per month/per candidate as per revised guidelines. Foreign Nationals candidates/trainees other than SAARC and Low Income Developing Countries will be charged a fee in Indian rupees equivalent of US \$ 200 per month/candidate. (Total fee to be paid at the time of reporting for joining.
4.	Presence of Short-Term/Long-Term Observers in a particular department should not affect the training of postgraduates/ residents in the department.
5.	All trainees will be treated as Observers and will not be allowed hands on training/clinical work.
6.	Only the Academic Section will issue certificate of Short-term/Long-term observership. Department will not issue any certificate to this effect.
7.	The candidate has to sign an undertaking at the time of commencement of his/her training regarding his/ her conduct and role and responsibilities during the observership (format of undertaking is enclosed). The candidate also has to sign an undertaking before joining that he will not use this training/ observership for advertisement on letter head, visiting card, name plate etc.
8.	Please do not plan your visit / training until you receive confirmation letter from us. Foreign Nationals should have a Valid Travel Visa and a Valid Travel Medical Insurance. The visit of foreign nationals is subject to clearance from Ministry of External Affairs and only once they receive a confirmed letter of dates from Academic Section should they report to AIIMS.
9.	It may take upto 3 - 4 Months to process the papers and seek/get official permission from authorities/Government of India (Ministry of External Affairs and Medical Council of India). Candidates should thus apply 6 (six) months in advance.
10.	Due to shortage of hostel accommodation, a candidate coming to the Institute for short term & long term training has to make his / her own arrangements for stay. The Institute does not provide any hostel accommodation. However, if you require any guidance for the same, this office will provide necessary information. The responsibility of arranging accommodation rest with applicant.
11.	You will not involve directly or indirectly with the treatment of patients without prior permission of Medical Council of India. In case you are willing to involve with the treatment of patient, you are requested to submit applications on the prescribed Performa to the Deputy Secretary (Admn.), Medical Council of India, Pocket-14, Sector-8, Dwarka, New Delhi-110075 for temporary registration and additional fee of Rs.5,000/- (Bank Draft in favour of The Secretary, Medical Council of India, New Delhi) as required by the Medical Council of India under intimation to AIIMS. The application form can be down loaded from MCI website i.e. www.mciindia.org . The Foreign Candidate should be registered as medical practitioner in his own country and should submit a copy of the same.
12.	Please quote this office reference number & date in all future correspondence.
Authority : Academic Committee vide Item No.114/50 dated 14.06.2016 and Governing Body vide Item No.153/8 dated 22.06.2016	
* As per instructions of the Medical Council of India, please take prior appointment mentioning the specific purpose and send the representative with ID proof to MCI. * The visiting hours of the Council are from 11.00 a.m. to 1.00 p.m. during the week days.	

13.	<p>The candidates desirous of observership training at this Institute shall be required to submit their application (2 sets) through proper channel (Current employer / appointing authority, the Administration / Through Headquarter / Dean, Principal, Vice Chancellor of the Concerned University / Institution / Organization – Sponsoring Authority’s letter in Original is required)</p>
	<p>The candidates desirous of observership training at this Institute shall be required to submit the following:-</p> <ol style="list-style-type: none">1. Details in prescribed FORM-12. Attested photocopies their application with your complete bio-data/brief details and attested photocopies of certificate/degree (only graduate & postgraduate level) of your academic qualifications.3. The application should be routed through your Current Employer (i.e. from the appointing authority, the Administration / Through Headquarter / Dean, Principal, Vice Chancellor of the Concerned University / Institution / Organization) along with Original Sponership Letter.4. Photocopy of Valid Passport.5. Private Practitioners and Self Sponsored Candidate(s) will not be considered. <p>All Correspondence should be addressed to the Dean / Registrar, Academic Section – II, All India Institute of Medical Sciences, Ansari Nagar, New Delhi – 110 029.</p>
	<p>Candidates have to submit their applications routed through proper channel (i.e. from the appointing authority, the Administration / Through Headquarter / Dean, Principal, Vice Chancellor of the Concerned University / Institution / Organization – Sponsoring Authority’s letter in Original is required). All Correspondence should be addressed to the Dean / Registrar, Academic Section – II, All India Institute of Medical Sciences, Ansari Nagar, New Delhi – 110 029. Application(s) forwarded by the Professor & Head of the Department(s) / Self Sponsored Candidate(s) will not be considered.</p>