



Document Checklist

Supporting Documents required for Studying Abroad

- Passport copy (first, & if any observation)
- Attested or Notarized Photocopy of the Educational certificate/Transcript
- Recommendation Letter (from 2 individuals_professor/hod/principal)

They should be in position to comment on your academic ability and must not be relative of the applicant the references should be on the letterhead of the respective institute. It should include how long and in what capacity the referee knows the applicant academic ability. Strength and weakness.

- Resume

It should contain students contact detail, education qualification in detail, work exp, details and extracurricular activities and hobbies.

- Statement of purpose

The sop is that a student writes to clarify his intention to pursue studies abroad. A well written sop is essential and important for admission. It should introduce yourself, academic records, extracurricular activities, work experience, career goal, why particular country and the institution.

- Work experience (if applicable from the employer) / experience letters

It needs to be on the letterhead which mentions the date of joining, designation, responsibilities, applicant's strength & weakness related to the work pressure, managing money, people & other resources.