



**KRUPANIDHI GROUP OF INSTITUTIONS**  
(AICTE Approved | ISO 9001-2015 Certified)

**PP/22 - International student's council**

**1. Purpose**

- 1.1 To empower international students using their knowledge and capacities
- 1.2 To provide a forum for international students of KGI to discuss topics related to individual, education and science
- 1.3 To promote and facilitate professional and scientific exchanges
- 1.4 To sensitize other cultures and societies and their concerned problems

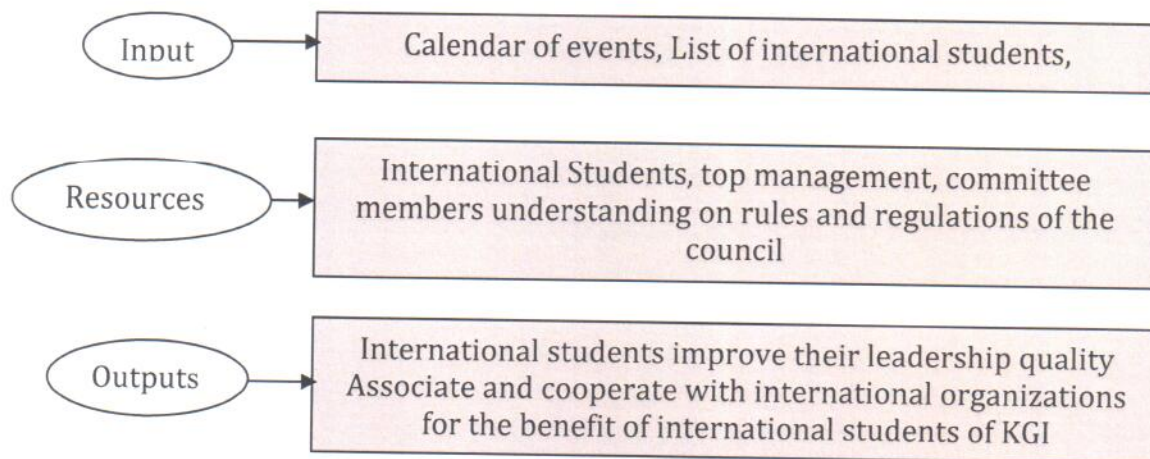
**2. Scope**

- 2.1 Covers for national and international students/ Top management of KGI

**3. Process Owner**

- 3.1 Director/Committee members

**4. Process Flow**



**5. Process**

**5.1 Planning**

Carry out necessary planning of international students activities (annual plan) R/PP22/01. Ensure that the planning takes an account of international Council



*[Signature]*  
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**5.2 Activities:**

- a) Formation of Council
- b) International students enrollment for the KISC
- c) Details of enrolled students maintained in **R/PP22/02**
- d) Organize events, provide an open forum

**5.3 Formation of council:**

- a) Committee establish and maintain procedure for the purpose of informing students in organization of the activities
- b) Committee will draw the rules for the establishment of a student council, election of members and dissolution of council
- c) President, Secretary and treasurer are elected through election
- d) Council president conducts meetings, secretary prepares the agenda of the meeting and the treasurer manages the funds raised by the council
- e) KISC conducts events for international students like seminars, soft skill programs, sports, country independence days etc.,

**5.4 Reviewing the Plans**

Monitor the council policies and programmes with the help of compliances and bring about Corrective & Preventive Actions.

**6. Key performance indicators**

- 6.1 list of council members
- 6.2 International students list
- 6.3 Events plan

**7. Records**

- |     |                                |            |
|-----|--------------------------------|------------|
| 7.1 | list of council members        | -R/PP22/01 |
| 7.2 | list of international students | -R/PP22/02 |
| 7.3 | Events Details                 | -R/PP22/03 |

**8. Documents Referred**

- 8.1 Quality manual  
(Clause: 5.1.2, 5.2.2, 7.3)



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**9. Other Documents**

- 9.1 Election details
- 9.3 Minutes of meeting

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*Praveesh*  
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