

वैज्ञानिक तथा औद्योगिक अनुसंधान परिषद  
Council of Scientific and Industrial Research  
अनुसंधान भवन, 2, रफी मार्ग, नई दिल्ली-110001  
Anusandhan Bhawan, 2, Rafi Marg, New Delhi-110001

No. : 5-1(17)/2008-PD

दिनांक/Dated : 11.02.2026


कार्यालय ज्ञापन / OFFICE MEMORANDUM

विषय : किसी भी विदेशी को प्रवेश देने वाले प्रत्येक विश्वविद्यालय तथा शैक्षणिक संस्थान, जिसमें विद्यालय अथवा अन्य कोई संस्थान सम्मिलित हो, द्वारा पंजीकरण अधिकारी को उपलब्ध कराई जाने वाली सूचना - प्रपत्र-II की प्रस्तुति के संबंध में।

Sub : Information to be furnished to the Registration Officer by every University and Educational Institution including school or any other institution, admitting any foreigner  
- Submission of Form - II reg

अधोहस्ताक्षरी को यह कहने का निदेश हुआ है कि सक्षम प्राधिकारी ने गृह मंत्रालय, भारत सरकार द्वारा उपरोक्त विषय पर जारी दिनांक 11 दिसंबर, 2025 के पत्र संख्या 25022/28/2020-F.I को सभी सीएसआईआर प्रयोगशालाओं/संस्थानों/इकाइयों को सूचना, मार्गदर्शन और अनुपालन के लिए अग्रेषित करने की स्वीकृति प्रदान की है।

The undersigned is directed to state that the Competent Authority has accorded approval to forward the letter No. 25022/28/2020-F.I dated 11<sup>th</sup> December, 2025 on the above subject issued by Ministry of Home Affairs, Government of India to all CSIR Labs./Instts./Units for information, guidance and compliance.

  
(अमरेन्द्र कुमार/Amrendra Kumar)  
अवर सचिव (नीति प्रभाग)/Under Secretary (PD)

संलग्न/Encl. : यथोपरि/As above

प्रतिलिपि/Copy to:

- 1) सी.एस.आई.आर. की सभी राष्ट्रीय प्रयोगशालाओं/संस्थानों/मुख्यालय/एककों के निदेशक/प्रधानThe Directors/Heads of all CSIR National Labs./Instts./Hqrs./Units
- 2) सी.एस.आई.आर. वेबसाइट/ CSIR Website
- 3) कार्यालय प्रति/Office copy.

**No.25022/28/2020-F.I**  
**Government of India**  
**Ministry of Home Affairs**  
**Foreigners-I Division**

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Major Dhyan Chand National Stadium,  
India Gate Circle, New Delhi – 110002

Dated the December 11<sup>th</sup>, 2025

To

1. The Chief Secretaries of all State Governments/Union Territory Administrations
2. The DGsP/IGsP of all States/Union Territories
3. FRRO – Delhi, Mumbai, Chennai, Kolkata, Amritsar, Bangalore, Hyderabad, Kochi, Thiruvananthapuram, Calicut, Lucknow, Ahmedabad, Jaipur, Chandigarh and Guwahati – Through Commissioner, Bureau of Immigration.
4. All FROs – through the State Governments/UT Administrations concerned

**Sub: Information to be furnished to the Registration Officer by every University and Educational Institution including school or any other institution, admitting any foreigner – Submission of Form-II regarding**

I am directed to say that the Government has enacted a new single consolidated legislation on foreigners and Immigration **“The Immigration and Foreigners Act, 2025”**. The Government has also notified the Immigration and Foreigners Rules, 2025, vide Notification No. G.S.R. 596(E), dated 01.09.2025. This new Act has come into force w.e.f. 01.09.2025. Thus, the Passport (Entry into India) Act, 1920; The Registration of Foreigners Act, 1939; The Foreigners Act, 1946 and The Immigration (Carriers' Liability) Act, 2000 stands repealed.

2. Section 9 of the Immigration & Foreigners Act, 2025, stipulates that every University and Educational Institution or any other institution admitting any foreigner shall furnish information to the Registration Officer in respect of such foreigner in such manner as may be prescribed.

3. Rule 16 of the Immigration and Foreigners Rules, 2025 stipulating that every University and Educational Institution including school or any other institution, admitting any foreigner, including an Overseas Citizen of India Cardholder, shall furnish to the Registration Officer electronically, the information in respect of foreign students enrolled in their institution in Form II through the designated online portal or the mobile application as referred

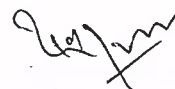
to in sub-rule (1) of rule 12, within the period mentioned therein and this shall be in addition to the Form III to be submitted in respect students provided with accommodation in a hostel.

4. Form-II is a crucial piece of document, required under the Immigration & Foreigners Act, 2025 and the Immigration and Foreigners Rules, 2025, to comply with Indian Immigration laws and also to ensure national security. Therefore, keeping in view the sensitivity and importance attached to the requirement of Form-II [erstwhile Form - 'A'] for complying with Indian Immigration laws, while also supporting national security efforts, it is requested that the above instructions may please be noted for compliance. This may suitably be brought to the notice of all concerned for strict compliance. These instructions may also be given wider publicity through audio and visual means and disseminated through FRROs/FROs/Civil and Police authorities in all States/Union Territories to all such Universities and Educational Institutions including school or any other institution, for strict compliance.

5. In case of failure/violations of the provisions of the Immigration and Foreigners Act, 2025 and the Rules and Orders made therein, it is requested to take suitable actions under extant laws/regulations including the Immigration and Foreigners Act, 2025, read with the Immigration and Foreigners Rules, 2025.

6. This issues with the approval of the Competent Authority.

Yours faithfully,



(**Vinod Kumar Meena**)

Under Secretary to the Govt. of India

☎: 011-23077506

Email: [vinod.meena88@nic.in](mailto:vinod.meena88@nic.in)

Encl: Form - II

**Copy for information and necessary action to:**

1. The Director (IB), New Delhi.
2. The Secretary (R), Cabinet Secretariat, New Delhi
3. The Commissioner, Bureau of Immigration, New Delhi.
4. The Foreign Secretary, Ministry of External Affairs, New Delhi.
5. The Secretary, Ministry of Tourism, Transport Bhawan, New Delhi - 110 001
6. The Secretary, Ministry of Health & Family Welfare, Nirman Bhawan, New Delhi - 110 108 - for circulation among institutions administered by M/o Health & Family Welfare.

7. The Secretary, Ministry of Ayush, Ayush Bhawan, INA, New Delhi – 110 023 – for circulation among institutions administered by M/o Ayush.
8. The Secretary, Department of Higher Education, Ministry of Education, Shastri Bhawan, New Delhi – 110 001 – for circulation among Universities/Educational institutions administered by Dept. of Higher Education.
9. The Secretary, Department of School Education, Ministry of Education, Shastri Bhawan, New Delhi – 110 001 – for circulation among schools/any other institutions administered by Dept. of School Education.
10. The Secretary, Ministry of Environment, Forest and Climate Change, Paryavaran Bhawan, New Delhi – 110 003 – for circulation among institutions administered by M/o Environment, Forest and Climate Change.
11. The Secretary, Ministry of Science & Technology, Technology Bhawan, New Delhi – 110 016 – for circulation among institutions administered by M/o Science & Technology.
12. The Secretary, Ministry of Petroleum and Natural Gas, Kartavya Bhawan – III, New Delhi – 110 001 – for circulation among institutions administered by M/o Petroleum and Natural Gas.
13. The Secretary, Ministry of Information and Broadcasting, Shastri Bhawan, New Delhi – 110 001 – for circulation among institutions administered by M/o Information and Broadcasting.
14. The Secretary (FS), Ministry of Finance, Jeevandeep Building, New Delhi – 110 001 – for circulation among institutions administered by M/o Finance.
15. The Defence Secretary, Ministry of Defence, South Block, New Delhi – 110 001 – for circulation among institutions administered by M/o Defence.
16. The Secretary, Ministry of Agriculture and Farmers Welfare, Krishi Bhawan, New Delhi – 110 001 – for circulation among institutions administered by M/o Agriculture and Farmers Welfare.
17. The Commissioner of Police (Delhi), New Delhi.



**(Vinod Kumar Meena)**

Under Secretary to the Govt. of India



**FORM II**  
[See rule 16]

**FOREIGN STUDENTS INFORMATION SYSTEM**

[Earlier Form 'A']

**RECENT  
PHOTOGRAPH**

<b>Student Information (to be furnished within 24 hours from the time of admission)</b>	
Passport No.	
Visa No./OCI No.	
Surname	
Given Name	
Date of Birth	
Nationality	
Phone No.	
Email id	
Address in India	
SII Portal No. (Wherever applicable)	
Institution Admission No.	
Date of Joining in Institution	
Sponsoring Agency (if applicable)	
<b>Course Details (to be furnished within 24 hours from the time of admission)</b>	
Course Name	
Course Pattern	Non-Semester/Semester/Short-term
Course Duration	From Date: To date:
Fee Structure	
<b>Registration with FRRO</b>	
Registration Certificate Number	
<b>Change of Course details</b>	
Course Name	
Course Pattern	Non-Semester/Semester/Short-term
Course Duration	From Date: To date:
Fee structure	
<b>Academic Performance Entry (To be furnished Semester-wise; attendance details to be furnished half-yearly)</b>	
Attendance	Regular/Irregular
Examination conducted	Yes/No
Result	Pass/Fail
General Conduct of Student	Good/Bad
Enter details about Conduct	Remark Entry
Eligible to continue Course	Yes/No
<b>Exit Entry (Details of Student Exit from Institution (to be furnished within 24 hours from the time of completion of the course/ date of exit from the institute/ course)</b>	
Student's Exit Information	Date:
Reason to Exit	Course completed/discontinued by student/terminated

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