

KENDRIYA HINDI SANSTHAN, AGRA
(MINISTRY OF HUMAN RESOURCE DEVELOPMENT,
DEPARTMENT OF EDUCATION,
LANGUAGE DIVISION)
(Government of India)

(To be filled in Duplicate)

1. Name in Full (Capital Letters) _____
2. Nationality _____
3. Date of birth (In Christian Era) _____
4. Parentage
 - (a) Father's Name in Full (Capital Letters) _____
and his nationality
 - (b) Mother's Name in Full (Capital Letters) _____
and her nationality
5. Husband's/Wife's name in Full _____
(Capital Letters)
and his/her nationality
(for married persons only)
6. Present Address _____
7. Permanent Address _____
8. E-mail Address _____
9. Passport number, date _____
and place of issue and its validity
10. Occupation _____
11. Previous visits to India, if any _____
If yes, mention date and place of the visit.

(Signature of Candidate)

Name : _____

Date : _____

भारत में अध्ययन पूरा करने के बाद अपने अधिवास के देश में लौटने का वचन
UNDERTAKING TO RETURN TO THE COUNTRY OF DOMICILE AFTER COMPLETION
OF STUDIES IN INDIA

अनुबंध पत्र

Contract Letter

1. मैं _____ (पूरा नाम) पुत्र/पुत्री श्री(पिता का नाम) _____
_____(अधिवास के देश का पता) जो इस समय छात्रवृत्ति के साथ भारत
सरकार का छात्र/छात्रा हूँ और केन्द्रीय हिन्दी संस्थान, आगरा में _____
(पाठ्यक्रम) के लिए पढ़ रहा/रही हूँ, इसके द्वारा घोषणा करता हूँ कि मैं भारत में अपना अध्ययन पूरा होने के बाद
_____(देश का नाम और वहाँ का पूरा पता) को लौट जाऊँगा/ जाऊँगी।
I _____ (full Name) Son/daughter of _____
(Father's name) _____
(address in country of domicile) and presently studying under the Government of India scholarship, for
(Course) in the Kendriya Hindi Sansthan, Agra hereby declare that I shall return
to my country _____ (name of Country)
(Full address in the country of domicile) on completion of my studies in India.

2. मैं(नाम) _____ इसके द्वारा घोषणा करता/करती हूँ कि मैं भारत सरकार
की पूर्व अनुमति के बिना अपनी अध्ययन अवधि (छुट्टियाँ सहित) के दौरान अपना अध्ययन पूरा किए बिना भारत
नहीं छोड़ूँगा/छोड़ूँगी।
(Name) I _____ hereby declare that I will not leave India without prior
permission of the Govt. of India during the course of my studies (including vacations) and before the completion of
my course.

3. मैं _____ इसके द्वारा घोषणा करता/करती हूँ कि पाठ्यक्रम पूरा किए
बिना संस्थान छोड़ने पर
मुझे संस्थान द्वारा मेरे ऊपर व्यय की गई संपूर्ण राशि वापस करनी होगी।
I _____ hereby declare that in case I leave the Kendriya Hindi
Sansthan before completing my course, I will return the expenses incurred on me.

मैं जानता हूँ दुर्व्यवहार से या अध्ययन में असन्तोषजनक प्रगति से या 80% से कम उपस्थिति होने पर मुझे अपने
देश वापस भेजा जा सकता है।

I understand that misconduct, unsatisfactory progress in studies, my short attendance or less than 80% attendance
will render my scholarship liable to cancellation.

छात्र / छात्रा के हस्ताक्षर
Students Signature

प्रमाणित किया जाता है कि श्री/श्रीमती/कु. _____ ने उपर्युक्त घोषणा का
आशय समझ लिया है और उन्होंने मेरे सामने हस्ताक्षर किए हैं।
Certified that Mr./Mrs./Miss _____ has understood the above
declaration and signed in my presence.

तारीख
Date _____
स्थान
Place _____

हस्ताक्षर
Signature _____
पदनाम
Designation _____
भारतीय दूतावास/उच्चायोग की मुहर
Seal of Indian Embassy/High Commission

केंद्रीय हिंदी संस्थान, आगरा
KENDRIYA HINDI SANSTHAN, AGRA

आवेदन पत्र

Application Form

नोट : कृपया फार्म स्पष्ट अक्षरों में भरें अथवा टाइप करें।

Note : Please Write legibly or type.

1. पूरा नाम

Full Name _____

(a) देवनागरी में

in Devanagari (Hindi) Script _____

(b) रोमन में

in Roman Script _____

2. घर का स्थायी पता

Permanent Home Address _____

टेलीफोन/मोबाइल

फैक्स

Telephone/Mobile _____

Fax _____

3. वर्तमान पता

Present Contact Address _____

टेलीफोन

फैक्स

Telephone _____

Fax _____

4. ई-मेल नं.

E-mail No. _____

5. लिंग : स्त्री / पुरुष

Sex : Male / Female _____

6. वैवाहिक स्थिति : विवाहित / अविवाहित

Marital Status : Married / Unmarried _____

7. राष्ट्रियता

Nationality _____

8. मातृभाषा

Mother Tongue _____

9. जन्म की तारीख

Date of birth _____ Age _____

10. पासपोर्ट / Passport

(i) पासपोर्ट / Passport No. _____

(ii) पासपोर्ट जारी करने की तारीख और स्थान

Date and place of issue of Passport _____

(iii) कब तक वैध है

Valid upto _____

11. वीसा (Visa)

वीसा संख्या

Visa Number _____

कब तक वैध है

Valid up to _____

वीसा का प्रकार

Type of Visa _____

जारी करने की तारीख

Date of Issue _____

12. निकटतम हवाई अड्डा, जहाँ से यात्रा करेंगे।

Nearest airport from where the applicant will travel _____

13. आवेदक का व्यवसाय

Occupation of applicant _____

कार्यालय/संस्था/विश्वविद्यालय का पूरा नाम और पता

Name and full address of the office/ Institution/ University _____

14. पिता/पति/संरक्षक का नाम, व्यवसाय तथा वर्तमान पता

Name, occupation and address of father/ husband/ guardian _____

नाम और संबंध

व्यवसाय

पता और टेलीफोन नं./मोबाइल नं.

Name and Relation

Occupation

Address and Telephone/Mobile No.

15. भारत में स्थित संबंधी का पता, यदि कोई है।

Address of Relatives in India, If any _____

नाम और संबंध

पता एवं फोन

Name and Relation

Address and Telephone No.

16. क्या आप पहले भारत आए हैं?

Have you been to India before? _____

यदि हाँ, तो कब और कितने समय के लिये

If yes, when and for how long _____

17. हिंदी बोलने, लिखने, पढ़ने और समझने की जानकारी और दक्षता

Proficiency in speaking, writing, reading and comprehension of Hindi

| | अच्छा Good | औसत Average | मामूली Poor |
|------------------------|---------------|----------------|----------------|
| बोलना Speaking | | | |
| लिखना Writing | | | |
| पढ़ना Reading | | | |
| समझना Comprehension | | | |

18. हिंदी सीखने का विवरण

Details of learning Hindi

(a) आपने हिंदी कैसे सीखी?

How did you learn Hindi?

(i) औपचारिक प्रशिक्षण द्वारा?

through formal training?

(ii) ट्यूटर से

through formal training?

(iii) स्वयं

Self

(b) कहाँ सीखी (देश और संस्था का नाम)

Where did you learn Hindi? (Name of the Country and Institution)

(c) कितने समय तक सीखी

How long did you learn Hindi?

19. मातृभाषा को छोड़कर अन्य भाषाओं की जानकारी

Knowledge of languages other than the mother tongue _____

20. शैक्षणिक योग्यताएँ

Educational Qualifications

(A)

| उत्तीर्ण परीक्षा का नाम Examination Passed | वर्ष Year of Passing | श्रेणी Class Div./ Grade | विषय Subjects taken | कॉलेज / विश्वविद्यालय का नाम Name of College/ Institution |
|---|-------------------------|--------------------------------|---------------------------|--|
| 1. | 2. | 3. | 4. | 5. |
| (i) हाईस्कूल/ High School (Class X) | | | | |
| (ii) इंटरमीडिएट/Intermediate(Class XII) | | | | |
| (iii) बी ए / Graduation | | | | |
| (iv) एम ए / Post Graduation | | | | |
| (v) अन्य / Other | | | | |

(B)

| अंतिम उत्तीर्ण परीक्षा Last Exam. Passed | वर्ष Year of Passing | श्रेणी Class Div./ Grade | विषय Subjects taken | विश्वविद्यालय /कॉलेज / संस्था Uni. / College/ University |
|---|----------------------------|--------------------------------|---------------------------|---|
| | | | | |

21. केंद्रीय हिंदी संस्थान में प्रवेश लेने का उद्देश्य

Purpose of admission in the Kendriya Hindi Sansthan _____

22. कोई अतिरिक्त सूचना जो आप देना चाहते / चाहती हैं

Any other information which you would like to furnish _____

तारीख

Date _____

स्थान

Place _____

आवेदक के हस्ताक्षर

Signature of the applicant

मैं घोषणा करता / करती हूँ कि जहाँ तक मेरी जानकारी है उपर्युक्त विवरण सही है। प्रवेश मिलने पर मैं संस्थान के नियमों का पालन करूँगा / करूँगी।

I hereby declare that the particulars given above are true to the best of my knowledge and belief and if admitted to comply with the regulations of the Sansthan.

शारीरिक आरोग्यता प्रमाण - पत्र
CERTIFICATE OF PHYSICAL FITNESS

आवेदक का नाम
Applicant's Name _____

जन्म की तारीख
Date of Birth _____

पता

Address _____

A. पारिवारिक वृत्त

Family History

क्या आपके परिवार में कोई सदस्य कभी निम्नलिखित रोगों से पीड़ित हुआ है -

Has any member of your family ever suffered from :-

1. तपेदिक

Tuberculosis

2. कुष्ठ

Leprosy

3. मानसिक रोग

Mental Illness

B. वैयक्तिक वृत्त

Personal History

क्या आप कभी निम्नलिखित रोगों से पीड़ित हुए हैं -

Have you ever suffered from any of the following diseases :-

1. मधुमेह

Diabetes

2. मिर्गी

Epilepsy

3. मानसिक रोग 'तांत्रिक अधीरता' सहित

Mental Illness, including 'nervous breakdown'

4. श्वस्त्रिकाशोध (ब्रांकाइटिस), थूक में खून आना, तपेदिक या फेफड़े की अन्य बीमारी

Bronchitis, spitting of blood, tuberculosis or other lung disease.

5. दिल या गुर्दे की बीमारी

Heart or kidney disease

6. कोई अन्य रोग या दुर्घटना या आपरेशन जिसमें बिस्तर पर आराम की सलाह दी गई हो।

Any other disease, accident, or operation requiring confinement to bed.

7. क्या आप एड्स रोग से पीड़ित तो नहीं हैं? कृपया एड्स जाँच रिपोर्ट लाएँ।

Are you suffering from AIDS? Please bring the test report.

8. चेचक का टीका या अन्य टीके? किस रोग के और कब?

Any vaccination or inoculation? Against which disease and when?

C. शारीरिक जाँच

Physical Examination

1. कद

Height

2. वजन

Weight

3. छाती

Chest Measurement

(a) साँस लेने पर / when breath in

(b) साँस निकालने पर / when breath out

4. सामान्य डील-डौल

General Appearance

5. दिल

Heart

6. फेफड़े

Lungs

7. उदर

Abdomen

8. ग्रन्थियाँ

Glands

9. (a) घुटने का मोड़

K.J. (Knee Jerk)

(b) टखने का मोड़

A.J. (Ankle Jerk)

(c) पुतलियाँ

Pupils

(d) उदरीय

Abdominal

10. मूत्रविश्लेषण – शर्करा / एल्ब्यूमिन

Urinalysis – Sp. Gr. Sugar Albumen

11. रक्तचाप

Blood pressure

12. दृष्टि – दूर और निकट की, चश्मे के साथ और चश्मे के बिना दृष्टि क्षेत्र

Vision – Distant and near, Field of Vision with and without glasses

13. श्रवण

Hearing

14. दाँत, टांसिल

Teeth, Tonsils

15. कोई अन्य असाधारण बीमारी पाई गई हो

Any other abnormality or disease

D. विशेष जाँच (यदि की गई हो) के परिणाम

Result of special tests (if carried out)

1. कोह परीक्षा

Kohn Test

2. फेफड़ों का एक्सरे

X-Ray of Lungs

(आवेदक के हाल ही में चेचक का टीका लगा होना चाहिए। जहाँ आवश्यक हो वहाँ टायफायड ग्रुप, डिप्थीरिया, काली खाँसी, हैजा और पीत – ज्वर का टीका लगाने की सलाह दी जाती है।)

(Applicants should have been recently vaccinated against the small pox Inoculation against the typhoid group, diphtheria, whooping cough, cholera and yellow fever is advised where necessary.)

मैं इसके द्वारा प्रमाणित करता /करती हूँ कि मैंने श्री/श्रीमती/कुमारी-----

----- की जाँच की है, जो भारत में केंद्रीय हिंदी संस्थान में, अध्ययन के लिए जाना चाहते / चाहती हैं। मैंने ----- को छोड़कर उसमें कोई रोग (संचारी या अन्य) या शारीरिक

दौर्बल्य या शारीरिक अशक्तता नहीं पाई है। मैं समझता हूँ/नहीं समझता कि इससे वे भारत में प्रशिक्षण लेने के लिए अयोग्य रहेंगे/रहेंगी या वहाँ की जलवायु या जीवन स्थिति को सहन नहीं कर पाएँगे/पाएँगी।

I hereby certify that I have examined Mr./Mrs./Miss _____ who intends to pursue in India at the Kendriya Hindi Sansthan. I have not found any disease (communicable or otherwise), constitutional weakness or bodily infirmity except* _____ I do/do not consider this as likely to render him/her unfit to undergo his/her training or to withstand the climate or living conditions in India.

नीचे दिए गए उम्मीदवार के हस्ताक्षर मेरे सामने किए गए हैं।

The candidate's signature below has been taken in my presence.

उम्मीदवार के हस्ताक्षर

Candidate's Signature

तारीख

Date _____

स्थान

Place _____

चिकित्सा अधिकारी के हस्ताक्षर उसकी योग्यता और पद नाम सहित

Signature of Medical Officer, with his qualification and designation

*कृपया पूरा ब्यौरा दें / यदि उम्मीदवार अयोग्य घोषित किया गया हो तो यह भी बता दें कि क्या वह अयोग्यता किसी छोटी - मोटी अशक्तता के कारण है जो इलाज से ठीक हो सकती है (चिकित्सा या शल्य क्रिया से)।

*Please give full details and if candidate is declared unfit, also state whether the inability is due to some minor disability which can be cured by treatment (medical or surgical).

गोपनीय - पत्र
(Confidential Letter)

संस्तुति पत्र
LETTER OF RECOMMENDATION

(यदि सम्भव हो तो टाइप कराया जाए)
(Preferably Type - written)

आवेदक का नाम

Name of the applicant _____

(नीचे दिए गए स्थान में व्यक्तिगत जानकारी से उम्मीदवार के चरित्र, बौद्धिक योग्यता, अनुकूलनशीलता और उद्देश्यनिष्ठा का सावधानी और गोपनीयता से विश्लेषण कर राय दें)।

(A careful and confidential analysis of and opinion about the applicant's character, intellectual ability, adaptability and seriousness of purpose should be given from personal knowledge in the space below).

हस्ताक्षर

Signature _____

नाम और पद

Name and Designation _____

पता

Address _____

मुहर

Seal

तारीख

Date _____

ध्यान दें - कृपया इसे गोपनीय रखें। यह आवेदक को न लौटाया जाए बल्कि इसे यथाशीघ्र भारत सरकार के सम्बन्धित प्रतिनिधि के पास सीधा भेजा जाए या जहाँ ऐसा प्रतिनिधि न हो वहाँ अन्य संगत और सम्बन्धित अधिकारियों के पास भेजा जाए।

N.B. This is CONFIDENTIAL and should not be returned to the applicant, it should be sent directly to the concerned representative of the Government of India and where there is no such representative it should be sent to other appropriate authorities concerned.

Kendriya Hindi Sansthan **(Central Institute of Hindi, Agra)**

Introduction

The Central Institute of Hindi (*Kendriya Hindi Sansthan*) was established in 1961. It is an autonomous organization of the Ministry of Human Resource Development, Government of India and is governed by the Central Board of Hindi Teaching (*Kendriya Hindi Shikshan Mandal*). Besides facilitation of Hindi Teaching-Training and higher studies in Hindi language and literature and comparative linguistics, its aim is promotion and propagation of Hindi at the national and international levels. The Institute has designed courses for teachers of non-Hindi speaking States as well as for countries like Sri Lanka and Afghanistan.

The Institute conducts, besides Hindi teaching, research on various aspects of Hindi such as contrastive linguistics, applied linguistics, lexicography, language teaching, stylistics, translation, sociolinguistics, psycholinguistics and culture. Many books on these subjects have been published by the Institute. The Institute has also brought out its own Text books as well as other useful books for Indian and foreign students. A research journal *Gaveshna* is brought out by the Institute and it also publishes research studies of high grade in the form of monographs and books. The work on *Hindi Lok shabdakosh* (Dictionary of the languages/Dialects of Hindi family) in 48 volumes is afoot. In addition to this, various Orientation and Refresher programmes run by the Regional Centres of the Institute have been contributing greatly in the growth of the Institute. With a view to enhance academic and intellectual growth of the Institute, all India Seminars organized on various subjects are the leading academic activities of the Institute.

The Headquarter of the Institute is situated at Agra in the State of Uttar Pradesh and its Regional Centres are at Delhi, Hyderabad, Shillong, Guwahati, Mysore, Dimapur, Bhuvaneshwar and Ahmedabad. The Central Institute of Hindi has specialized in training Hindi teachers of Non-Hindi speaking area. It also organizes short-term intensive orientation courses for them.

The Institute has developed several courses for teaching of Hindi as a foreign language through the latest language technology such as Digital Language Laboratory, Computer Lab and Audio-Visual Media.

In addition to its regular courses, the Institute also runs Evening Classes for vocational programmes in Applied Linguistics, Translation and Mass Communication & Journalism. Apart from these the Institute offers the following job-oriented courses with focus on efficiency in Hindi:

- Hindi Publishing Techniques & Proof Reading.
- Media and Creative Writing
- Sales & Marketing Skills
- Media and the Art of Communication

The Hindi programme for foreign students was started in 1971 at the Delhi centre; it has been running uninterruptedly as a Self-financing course.

Since 1991, under the Promotion of Hindi Abroad Scheme (PHA Scheme), students from foreign countries began coming to Agra to study Hindi on Government of India scholarships. Beginning from 1991 up to 2013, about one thousand (1458) students from various foreign countries – Afganistan, Armenia, Bulgaria, Belarus, Chad, Czech Republic, Fiji, Guyana, Georgia, Hungary, Italy, Indonesia, Japan, Lithuania, Mauritius, Mongolia, Russia, Sri Lanka, Thailand, Tazikistan, Uzbekistan, Vietnam, Austria, Romania, Surinam,

China, Trinidad & Tobago, Kazakhstan, South Korea, North Korea, America, Canada and Poland - have studied Hindi in the Institute's Department of International Hindi Teaching located at Agra.

The alumni of the Institute are teaching Hindi in various countries, for instance, Francesca Orsini is working in School of Oriental and African Studies (SOAS), London; Maria Nejyesi is in Hungary; and Km. Atila is in Sri Lanka. Mr. Brasil, Smt. Chandima (Indian Culture Centre, Sri Lanka). Three alumni of the Institute are in Kalandia University, Sri Lanka; Tej Prasad Khedu is in Surinam; Jiang Jingkui (Peking University); Jabiullah Fikri (Nagahar University Afganistan) and many are teaching in Hamburg (Germany), Seoul (South Korea), Budapest (Hungary), Reading Open University (London) and other places. They are also engaged in other Hindi-related jobs.

The following teachers of the Institute have done teaching assignments in foreign countries: Dr. Sher Bahadur Jha in Trinidad; Dr. Uma Shankar Satish in Surinam; Prof. Suraj Bhan Singh in Romania; Dr. Mohan Lal Sir in Finland; Dr. Thakur Das in Cuba; Late Dr. Dharm Pal Gandhi in South Korea and Japan; Prof. Ravi Gupta in Poland and Hungary; Late Dr. Manju Gupta in Poland; Prof. C.E. Jeeni in China; Prof. Shrish Chand Jaiswal in England and Russia; Prof. Ashwani Kumar Srivastava in Italy and Japan; Prof. Devendra Shukla in Bulgaria and China; Prof. Arun Chaturvedi in Japan; Dr. Geeta Sharma in Russia and Japan; Dr. M. Gyanam in South Korea; and Dr. Anita Ganguli in Finland, Dr. Pramod Sharma in Hungary, Dr. Susheela Thomas in Turiki; Dr. K.G. Kapoor in Afganistan; Prof. Bharat Singh in Croatia; Dr. Abhishek Avantas in Netherland.

The Central Institute of Hindi (*Kendriya Hindi Sansthan*), Agra is the biggest international centre of Hindi teaching in the world, where foreign students are given intense training in Hindi teaching through modern techniques by well-qualified teachers.

B.4

International Hindi Teaching Department
Outline of Hindi Teaching Courses for Foreign Nationals

I. CERTIFICATE IN HINDI LANGUAGE PROFICIENCY

1. Oral Expression
2. Written Expression
3. Language Structures and Usages
4. Text (Prose and Poetry)

. II. DIPLOMA IN HINDI LANGUAGE PROFICIENCY

1. Oral Expression
2. Written Expression
3. Language Structures and Usages
4. Text (Prose and Poetry)
5. History of Modern Hindi Literature

III. ADVANCED DIPLOMA IN HINDI LANGUAGE PROFICIENCY

1. Oral Expression
2. Written Expression
3. Language Structures and Usages
4. Text (Prose and Poetry)
5. History of Hindi Language and Literature

IV. POST GRADUATE DIPLOMA IN HINDI

1. Hindi Language Teaching and Material Production
2. General Linguistics and Hindi Language
3. Text (Prose and Poetry)
4. Premchand: a special study
5. Research: Principles and Methodology

6. Optional-

- (a) Art of Communication
- (b) Translation: Theory and Practice
- (c) Indian Culture and Philosophy

7. Dissertation & Viva-voce

Besides these courses, highly advanced facilities for high-quality research work in areas like Linguistics, Language Pedagogy, Hindi Language and History of Hindi Language & Literature, and Indian Culture are present in the Institute.

Requirements for Admission to the Courses

The Institute allows admission to foreign students of the following categories:

- A. Students selected under the Promotion of Hindi Abroad Scheme (PHA Scheme) of the Ministry of Human Resource Development, Government of India.
- B. Students deputed/ sponsored by Governments/ Agencies/ Institutions of various countries.
- C. Students selected under Cultural Exchange Programmes

1. ELIGIBILITY FOR ADMISSION

Minimum qualification: Twelve (12) years of school (10+2) or college education.

II. ADMISSION PROCEDURE

For categories A and B, the candidates can obtain Application Forms from Indian Embassies/High Commissions. They can also download the application Form from the Institute's website www.khsindia.org

The Application Form should be submitted along with two recommendations: of which one recommendation should be of an officer of the status of First Secretary/Second Secretary or Attache of the Indian Embassy or High Commission; and the other should be of an expert of Linguistics/Hindi or of a Lecturer/Reader/Professor/Director of any Institute/University in the country of the candidate.

The Indian Embassy/High Commission would send the Application Forms of the students along with their Medical Certificate, Character Certificate and Hindi Proficiency Certificate to the Director/Registrar, Central Institute of Hindi (*Kendriya Hindi Sansthan*), Hindi Sansthan Marg, Agra - 282005, INDIA.

III. AGE LIMIT

The minimum age for admission to any course is 21 years and the maximum age is 35 years. Relaxation in maximum age limit can be granted in special cases.

IV. ACADEMIC YEAR

The academic year of the Institute runs from 1st of Aug. to 30th of April and has two sessions: Aug. - December and January – April. The winter-break commences in the last week of December and lasts till the first week of January (roughly 15 days).

V. ACCOMMODATION

The Central Institute of Hindi (*Kendriya Hindi Sansthan*), Agra provides separate hostel facilities for male and female students with a monthly maintenance charge of Rs. 250/- only. Stay in the hostel is mandatory.

The hostel facility is available only to the regular students of the Institute, and not to their families, dependants or friends. The students, therefore, are instructed not to bring their families because students' stay outside is not allowed.

NOTE: (a) The students living in the hostels have to strictly follow the hostel rules and regulations. Hostel's set of rules will be given to the students at the time of admission. Any violation of rules can result into termination of the concerned student's admission besides other necessary actions and he/she can be asked to return on his/her own expenses.

(b) The Institute also organizes cultural activities time to time, the students who are willing to participate in these activities can carry their national dresses with themselves.

VI. MESS

There is co-operative mess facility in the hostels. It is compulsory for the students living in the hostel to Join the mess. Private cooking in residential rooms is strictly prohibited. The mess is purely vegetarian and normally the Indian food is served. Monthly expenses for Breakfast Lunch & Dinner is between 1500/- to 2000/- approximately.

VII. FINANCIAL SUPPORT

The Student admitted under the Promotion of Hindi Abroad Scheme (PHA Scheme) is given Economy Class Airfare to and from their respective countries by the shortest route. The student is given a scholarship of Rs. 3500/- per month. This scholarship is also given to the student from 1st of Aug. or from the month of his/her arrival up to the end of the academic session, that is, 30th of April. The student is also given a books grant of Rs. 1000/- per annum.

- (1) The Institute will bring students by car from Delhi Airport to The Central Institute of Hindi, Agra and vice-versa if informed timely by the respective Embassies.
- (2) As Agra is well-connected with New Delhi by railways and road transport, the students can reach Agra by any convenient train or bus.
- (3) The Institute will reimburse to the students the amount spent by them on travel by rail/road in reaching the Central Hindi Institute, Agra from the New Delhi airport.

VIII. FEE

The students don't have to pay any admission or examination fee at the Central Hindi Institute, Agra. They however will have to pay the following fees:

1. Hostel Maintenance Fee Deposit: Rs. 250/- Per Month
2. Library Security Deposit: Rs. 500/- At one Time

(The Library Security Deposit is refunded at the end of the academic session on the return of the borrowed books; a 'No Objection Certificate' is to be obtained from the Librarian in this regard.)

IX. MEDICAL FACILITIES

In case a student falls sick and is hospitalized, the Institute will reimburse to him/her the amount spent on the treatment in a Government hospital or a hospital recognized by the Institute. Arrangements have been made for male and female doctors in the institute. But medical expenses incurred on treatment given by any doctor or nursing home other than the above-mentioned will not be reimbursed by the Institute.

X. DISCIPLINE

All the students have to abide by the rules laid down by the Institute. A copy of the Institute's set of rules will be given to the student at the time of admission. Breach of these rules will invite disciplinary actions such as termination of scholarship, cancellation of admission, etc.

The matter can also be reported to the concerned Embassy/High Commission the student can also be handed over to the Embassy/High Commission for sending him/her back to his/her country. In such case, the Institute will not pay any return fare to the candidate.

XI. LEAVE

A student will be granted leave on the basis of medical certificate only; otherwise Rs. 50/- per day will be deducted from the scholarship of the student if he/she is found absent from the class other than holidays.

XII. ATTENDANCE

Each course will be spread over two sessions. The student must show 80% attendance at the completion of both sessions. If the student is not allowed to appear in the examination owing to his/her short attendance, he/she will not be given the return fare and the concerned Embassy/High Commission will be informed about it; they will take care of the return ticket of such students. The Institute can also initiate action to recover scholarship amount from such students. To this end, the monthly attendance will be under strict observation.

XIII. EXAMINATION AND CERTIFICATE

In every session, in December-January an Internal Examination of 30 marks and in April a Final Examination of 70 marks will be held. Mark sheet

and Certificate/Diploma will be awarded to the student after evaluation of his/her proficiency on the basis of marks (100 marks) scored in both the examinations. The gradation of marks is given below:

| | |
|----|---------------|
| A+ | 90% and above |
| A | 80-90% |
| B+ | 70-79% |
| B | 60-69% |
| C | 50-59% |
| D | less than 50% |

The students obtaining less than 50% marks will be declared failed; in this case they will be given only the marksheet; and no certificate/diploma will be awarded.

Library

The Library, situated in Gandhi Bhawan at the Headquarters of the Institute at Agra, is one of the finest libraries with regard to rare collection of specialized books in the field of Linguistics, Language Teaching and Hindi Literature. At present it houses approximately 67,000 books. The Library subscribes to 100 journals and magazines, of which a large number consists of research journals. The reference section of the Library is rich in all the important dictionaries of English and Indian languages, renowned encyclopedias, and other reference volumes as are helpful in the study of language and literature. Besides catering to the need of researchers and language teachers, the Institute Library provides sufficient study and reference material to the students learning Hindi at the elementary level. There is an excellent reading-room in the Library, where newspapers and magazines from India and abroad are available.

Facilities

Postal services (National and International speed post, Money order, Express parcel and ordinary mail), Banking services and International Money Transfer Services are available in the campus. Institutes publications are available at sales depot on consessional price.

Undertaking

All students must give a written undertaking that they are well-informed of all the rules and regulations of the Institute and they shall abide by them.