



Birla Institute of Technology & Science, Pilani

BITS Pilani, Dubai Campus

بيٲس بلاني، دبي كامبوس

International Programmes and Collaboration Division (IPCD)

Semester Abroad Program (SAP)

International Programmes and Collaboration Division (IPCD) introduces **Semester Abroad Programme (SAP)** to the students of BITS Pilani Dubai Campus (BPDC). SAP provides an ideal opportunity for the students to explore and experience a diversified international academic environment. It significantly enhances students' prospects for pursuing higher education abroad. In the SAP, a student can be permitted to do an approved set of courses for a semester in an approved foreign university. Credit transfer can be considered from a foreign university with whom BITS Pilani has signed a Memorandum of Understanding (MoU). The MoU list can be found from the **website**.

- A student can apply in the prescribed form to IPCD in-charge (undersigned).
- After receiving approval for the courses, the student can apply to the overseas university to register for the approved courses.
- Upon completion of the SAP, BPDC will receive the transcripts of the courses taken from the host university to be incorporated in the academic record of the student.
- Students who are planning to do their SAP in foreign universities shall download the application form and submit the duly filled form to IPCD I/C (undersigned) on or before 1st March or 1st September, of an academic year prior to SAP semester. That is, if the student wishes to enrol in SAP in August, they should complete the application before 1st March of that year, and if they wish to enrol in January, they should complete the application before 1st September of the previous year.

The required form is available on the IPCD web page.

Student Criteria and Responsibilities:

- The student should be completing all compulsory courses (CDCs) before taking up SAP
- The student should have minimum 7 CGPA when applying
- The equivalent units of the courses taken under SAP should be the same or more than that of the course at BPDC.
- For credit transfer after completion of SAP, the student should pass the courses taken at foreign university with a minimum C grade or equivalent.

Steps to be followed by Student:

Step 1: The interested student should go through the entire SAP process. He/she should plan early to meet the deadlines. The student can consult the IPCD I/C for better clarification. The undersigned will be available for consultation on every Wednesday between 3.45 to 4.30 pm.

Step 2: The student will go through the MoU list to shortlist the Institute and courses he/she wishes to pursue in the foreign university.

Step 3: Student will discuss the course plan with their respective HoD and complete the form.

Step 4: Student will submit the filled in application to IPCD I/C on or before 1st March or 1st September, prior to SAP semester



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Some Frequently Asked Questions (FAQs):

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- **Q1. Should the semester abroad program fee be paid only to the concerned foreign university?**

A – It is required to pay the tuition fee at BPDC. Students may apply for partial financial support through Students Welfare Division (SWD). In addition, foreign university may charge course fee or tuition fee (depending on their institute policy) which has to be paid by student. The student should also take care of their accommodation and living expenses.

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- **Q2. Can the SAP be done in 3rd year?**

A - It is necessary to complete all the compulsory courses (CDCs) to apply for the semester abroad program. As CDCs cannot be completed during the 3rd year, it is not possible to apply for the SAP in the 3rd year.

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- **Q3. Will it be possible to finish my electives in the same institute where I will be going for a summer internship?**

A – Yes, if the student applies for the SAP and gets the required permission from the IPCD before going for the summer internship.

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- **Q4. Is it possible to go for the SAP in 7th semester and practice school in 8th semester?**

A - Yes. However, the timelines of PS program should be followed.

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- **Q5. Will summer internship be considered for extra credits?**

A – No. Summer internships will not be considered for credit transfer.

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- **Q6. Will the BITS Alumni Association (BITSAA) provide funding for the SAP?**

A - There is a provision to provide funding through BITSAA, the details of which can be found on their [website](#).

Dr. Vincent Shantha Kumar

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International Programmes and Collaboration Division (IPCD)

Room no: 249

Consultation hour: Every Wednesday (3.45 – 4.30 pm)

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