



भारतीय समुद्री विश्वविद्यालय
INDIAN MARITIME UNIVERSITY
(Central University, Govt. of India)

Ref: IMU/Affiliated Inst./Online Entries/2016

18-07- 2016

Very Important/For Personal Attention

CIRCULAR NO.1638

Sub: Admissions to UG Programmes by Affiliated Institutes – delay in making Online Entries and Payments about the candidates admitted by the Affiliated Institutes - reg.

Ref: Circular No: 1635 dated 04-07-2016.

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It was informed to all the Affiliated Institutes vide the reference cited that online entries have to be made by them about the candidates admitted by them in IMU's web-based Software. **This web-based software has been live since 07.07.2016.** The details of the online entries made by the Affiliated Institutes is given in *Annexure I*. It is seen that as on 18.07.2016, only 388 online entries have been made by the Affiliated Institutes and only 5 online payments towards Admission Registration Fee & Programme Fee directly to IMU Hqrs account have been made by the all Affiliated Institutes put together. This is unsatisfactory.

Affiliated Institutes are expected to send a responsible official **to the designated IMU Campus** between **25.07.2016 and 01.08.2016** along with the originals of the various certificates (including Medical Certificate) of the students admitted by them for the purpose of verification.

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Please note that a responsible official must be deputed only after

(i) The online entries have been made in IMU's web-based software;

(ii) Online payments towards Admission Registration Fee & Programme Fee have been made to IMU Hqrs account;

in respect of the students admitted by them up to that point of time.

Otherwise, the official will be sent back. Needless to add, the Admission Registration Number will not be allotted to the candidates unless these formalities are completed, and without the Admission Registration Number, they will not be given hall tickets for the Semester Examinations.

It is therefore imperative that all Affiliated Institutes must necessarily make the online entries (which will include uploading the digital photos of the candidates) and also make the Online payments towards Admission Registration Fee & Programme Fee before deputing their Special Representative to the designated IMU Campus on a war footing. They are requested to speed up on both counts and to avoid last minute rush. The counters for verification in the designated IMU Campuses will be closed on 01.08.2016 evening.

d.v. S T 18/7/16
REGISTRAR

To: Principals of all Affiliated Institutes.

To: Directors of all IMU Campuses.