



भारतीय समुद्री विश्वविद्यालय INDIAN MARITIME UNIVERSITY

(केन्द्रीय विश्वविद्यालय, भारत सरकार / A Central University, Govt. of India)

सी. मोहन / C. MOHAN
कुलसचिव / REGISTRAR

Ref. No.IMU/AS/Counselling/2014/

13th June 2014

To
All Affiliated Colleges of IMU

Sir / Madam,

Sub: Procedure to be adopted during Counselling for Admissions into Affiliated institutes.

Ref: 11th Academic Council (Vide Agenda Item No.AC 2014-11-14) Meeting held on 10.6.2014.

As resolved by the 11th Academic Council at its meeting held on 10.6.2014, the following procedure shall be adopted during Counselling for Admissions to Affiliated Institutes for the Academic Year 2014-15 and thereafter:-

2) Under powers vested in it under Section 5, sub sections (xxvii) and (xxxiii) of the Indian Maritime University Act, 2008 read with Chapter VII of Ordinances Governing Academic Matters as published in the Gazette of India Extraordinary on 12th May 2009, the Indian Maritime University has made passing the Common Entrance Test (CET) conducted by it as one of the essential eligibility criteria for admission, along with criteria relating to age, marks in Plus 2 exams, medical fitness, etc. as set out in IMU's Academic Brochure 2014. Affiliated Institutes should not make any admissions of students (including sponsored/ management candidates) unless they have qualified in the CET 2014 and if any such candidate is admitted, he will not be given admission registration number nor will he be allowed to appear in any of the scheduled examinations of the IMU.

3) While CET is mandatory, Counselling is optional. In other words, an Affiliated Institute need not necessarily admit students only through IMU's Counselling. The Counselling process is mutually beneficial to students (in that they can apply through a 'single window' and don't have to go from college to college) as well as to the Affiliated Institutes (which may not be able to admit their full quota of students on their own).

4) All Affiliated Institutes are hereby requested to furnish a statement showing the sanctioned strength for each programme affiliated to IMU; the number of seats they would like to fill up themselves (as sponsored/management candidates) subject to these candidates passing the CET and fulfilling the other eligibility conditions; and the number of seats they would like to surrender to IMU's Counselling in the format prescribed. **The statement should be sent to the Registrar, IMU latest by 30th June 2014** and should be signed by an authorised signatory such as the Principal or Secretary or Chairman. If no statement is received by 30.6.2014, it will be presumed that the Affiliated Institute is not willing to surrender any seats for IMU's Counselling, and **no request received after that date will be entertained.**

5) Further, **once a certain number of seats have been surrendered for IMU's Counselling, the Institute will be bound to accept the candidates sponsored by IMU through its Counselling.** IMU's selection through Counselling will be based on the candidate's option-cum-his merit (in CET)-cum-reservations. **The Affiliated Institute cannot submit these candidates to further tests and reject them.** If IMU is not able to fill up all the seats surrendered to it by an Affiliated Institute, it will surrender the unfilled seats back to the Affiliated Institute which may fill them up on its own subject to the candidates having passed the CET and fulfilling other eligibility criteria.

6) **Illustration:** An Affiliated Institute has 40 seats in B.Tech (Marine Engineering). It is up to the Affiliated Institute to decide how many seats it will surrender to IMU's Counselling, which may range from 0 to 40. Suppose that the Institute decides to fill up 30 seats on its own (N.B. It is free to do so but only from among candidates who have passed the CET 2014 and fulfilled the other eligibility criteria) and to surrender 10 seats to IMU's Counselling. This communication must be received in IMU before 30.6.2014. Once this number (10) is communicated, the Institute cannot thereafter alter it. The Institute is also bound to admit the candidates sponsored by IMU through its Counselling. If only 5 seats are filled through IMU's Counselling and the remaining 5 seats go abegging, IMU will surrender these 5 seats back to the Affiliated Institute which can fill them on its own but only from among candidates who have passed the CET 2014 and fulfilled the other eligibility criteria.

7) This procedure will be applicable to *all programmes that are affiliated to IMU*. While surrendering seats to IMU's Counselling is discretionary, it is hoped that no Affiliated Institute goes unrepresented during the Counselling and

that all Affiliated Institutes will surrender as many seats as possible since Counselling is an arrangement that is mutually beneficial to Students as well as the Institutes.

8) IMU's letters issued vide **No.IMU/VC/2009/Affl., dated 2nd September 2009** and **No.IMU/AS/AFFLN/2010, dated 01st June 2010** (copies enclosed) are found to have been issued without proper authority and are hereby cancelled.

9) All students of Affiliated Institutes irrespective of their mode of admission (whether admitted through IMU's Counselling or directly as Sponsored/Management Quota candidates) should pay to IMU the one time Admission Registration fee/ Counselling fee of Rs.10,000 per candidate and the Programme Fee of Rs.25,000/Rs.27,500 as applicable per student per year till the completion of the course.

10) Another detailed Circular on how and where the Counselling will be conducted will be issued separately.

Yours faithfully,


REGISTRAR, IMU

Encl:

1) Format for undertaking

Statement showing the Sanctioned Strength for each programme, the number of seats the Affiliated Institute would like to fill up on its own, and the number of seats the institute would like to surrender for IMU's Counselling 2014

1. Name and address of the Affiliated Institute:
2. Year from which the Institute is provisionally affiliated to IMU:
3. Table

Sl. No.	Name(s) of the Programme(s) affiliated to IMU	Year from which the Programme is affiliated to IMU (including DNS)	Sanctioned Strength	Number of Seats the Institute would like to fill on its own as Sponsored/Management candidates.	Number of Seats the Institute would like to surrender for IMU's Counselling 2014.	Remarks
1.						
2						
3						
etc						

Undertaking:

- (a) The number of seats surrendered by us for IMU's Counselling for 2014 as per the Table above is final and we will not add or subtract to this number.
- (b) We shall admit as Sponsored/Management quota candidates only those who have passed IMU's CET 2014 and who fulfil other eligibility criteria for admissions as laid down in IMU's Admissions brochure 2014.
- (c) We hereby undertake not to refuse/withhold admissions to the candidates sponsored by IMU through its Counselling to our Institute by subjecting them to further tests. All such candidates shall be given admissions without fail.
- (d) All students of Affiliated Institutes irrespective of their mode of admission (whether admitted through IMU's Counselling or directly as Sponsored/Management Quota candidates) should pay to IMU the one time Admission Registration fee/ Counselling fee of Rs.10,000 per candidate and the Programme Fee of Rs.25,000/Rs.27,500 as applicable per student per year.

- (e) We undertake to collect and forward to IMU promptly from those admitted directly as Sponsored/Management Quota candidates, the one time Admission Registration fee/Counselling fee of Rs.10,000 per candidate.
- (f) We undertake to collect and forward to IMU promptly the Programme Fee of Rs.25,000/Rs.27,500 as applicable per student per year.

Signature with seal and date
of Authorised Signatory