



भारतीय समुद्री विश्वविद्यालय INDIAN MARITIME UNIVERSITY

(Central University, Govt. of India)

HEADQUARTERS

IMU-HQ/C/12/18/01/June-2020-CET

29.12.2020

Circular 2011

Sub: Admission to UG/PG Programmes by Affiliated Institutes-Procedure for Verification of Original Certificates, Medical Fitness, payment of Admission Registration Fee and Programme Fee, etc-making of Online Entries about the candidates by the Affiliated Institutes in IMU's Web-Based Software-reg.

Ref: 1. UG (Except BBA) –Provisional Rank List –published in IMU Website
2. UG (Except BBA) - Provisional Rank List –Part B, published in IMU Website.

Due to the Covid-19 pandemic the Computer-based Common Entrance Test (CET) for admissions to the UG and PG Programmes for August 2020 Batch was not conducted by IMU. The rank list based on normalisation of +2 marks have been issued to the candidates who applied for CET-2020 and the lists have been published on IMU Website as in the references cited above.

Candidates whose ranks have been published by IMU in above rank lists and who fulfil the eligibility criteria relating to age, educational qualifications, medical fitness etc. as per IMU norms shall alone be eligible for admissions to the Programmes of IMU Campuses and its Affiliated Institutes for November 2020 batch.

Online Entries on Web based Software:

IMU has adopted Web-based Software since Academics year 2015 admissions through which Affiliated Institutes had already made online entries about the candidates admitted by them.

It shall be the responsibility of the Affiliated Institutes concerned to send the original certificates and medical certificates of their candidates for verification through a responsible 'Special Representative' to the designated IMU Campus. At the designated IMU Campus, these online entries will be verified with reference to the Original Certificates, Medical Certificates etc. 'Admission Registration Number' will not be allotted to the candidates unless the above formalities are fulfilled.

Online Payment of Admission Registration Fee and Programme Fee:

Affiliated Institutes must make sure that they have made online payment of Admission Registration Fee of Rs.10,000/-(Non-Refundable) and Programme Fee of Rs. 25,000/-(Non-Refundable) totalling Rs. 35,000/-(Non-Refundable) per candidate as a single payment, on behalf of candidates directly to IMU, Headquarters through Net Banking/Credit Card/ Debit Card through the portal provided by IMU.

Affiliated Institutes will have to report before the Director of the designated IMU Campus, on the date mentioned against the Institute as given below for verification process:

Table-I

<u>Designated IMU Campus for Verification of Certificates</u>			
S.No	Name of the Affiliated Institute	Date on which Certificate verification will be held	IMU Campus to which Affiliated Institutes have to depute a special representative for Verification
1.	Hindustan Institute of Maritime Training-HIMT College, Kilpauk, Chennai.	06.01.2021	<u>IMU Chennai Campus</u> East Coast Road, Uthandi, Chennai-600119.
2.	Southern Academy of Maritime Studies, Chennai.	05.01.2021	
3.	Coimbatore Marine College	04.01.2021	
1.	Euro Tech Maritime Academy, Kochi	04.01.2021 & 05.01.2021	<u>IMU Cochin Campus</u> IMU Management Block, Dept. Of Maritime Management, Bristow Road, Willingdon Island. Kochi-682003.
1.	International Maritime Institute, Delhi	04.01.2021	<u>IMU Kolkata Campus</u>
2.	Applied Research International, New Delhi	05.01.2021	

3.	Shriram Institute of Marine Studies, New Delhi.	06.01.2021	P-19 Taratala Road, Kolkata-700088
1.	Anglo Eastern Maritime Academy, Mumbai	04.01.2021	<u>IMU Navi Mumbai Campus</u> (T S Chanakya), Karave, Nerul, Navi Mumbai-400706.
2.	Maritime Training Institute, (SCI) Mumbai	05.01.2021	
3.	The Great Eastern Institute of Maritime Studies, Mumbai.	06.01.2021	
4.	Yak Education Trust, Mumbai	07.01.2021	
5.	Training Ship Rahaman, Mumbai.	08.01.2021	
1.	Tolani Maritime Institute, Pune	04.01.2021 & 05.01.2021	<u>IMU Mumbai Port Campus</u> MERI, Mumbai Hay Bunder Road, Mumbai-400033.
2.	Samundra Institute of Maritime Studies, Mumbai	06.01.2021 & 07.01.2021	

Lateral Entry Certificate Verification Process:

Certificate Verification for lateral entry admissions to second year B.Tech (Marine Engineering) and B.Sc (Nautical Science) Programmes at Affiliated Institute for the Academic year 2021-2021 will be done offline on the date mentioned in Table-I at designated IMU Campus.

Verification Process:

Verification Counters will be opened in IMU Chennai, Cochin, Kolkata, Navi Mumbai and Mumbai Port Campuses for the verification as per schedule mentioned above between 10 am and 5.30 pm. Affiliated Institutes should ensure that this work is completed for all their students positively on these scheduled days. The list of Original Certificates and Medical certificates to be produced for verification in respect of each candidate is given here under:

- Proof of Age-Birth Certificate/SSLC or equivalent marksheet.
- Higher Secondary School or equivalent marksheet.
- Community Certificate [only for ST, SC and OBC (NCL)], if applicable.
- Printed copy of IMU's CET Rank Certificate.
- Xerox of Aadhar Card if available.
- EWS Certificate for General EWS Candidate, if applicable.

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Medical Fitness Certificate

Candidates selected for Diploma in Nautical Science, B.Sc (Nautical Science) and B.Tech (Marine Engineering) should produce a Medical Fitness Certificate with confirmation of eye sight fitness from a panel of Doctors/Hospitals approved by the Director General of Shipping, Mumbai. Same will be applicable for Lateral Entry Candidates.

Medical Fitness Certificate for other courses such as B.Sc. (Ship Building & Repair) can be obtained from any Registered Medical Practitioner.

The Campus Directors may be requested to open adequate number of counters in their Campus to perform the verification process for the Affiliated institutes allotted to their campus Depending upon the workload, the Campus Directors should post sufficient number of staff in the verification counters. As the work of verification is very important, it should be ensured that only very competent staffs are posted to the verification counters.

All IMU Campus Directors may be requested to furnish a Daily Report in the Proforma enclosed (Annexure-I) by e-mail to headacademics@imu.ac.in and a copy to academiccell@imu.ac.in from 04.01.2021 onwards so as to reach IMU Headquarters before 6 pm the same day about the number of cases verified.

Handwritten signature and date: 29.12.20

Head (CTCE & ACR)
(Centre for Training and Continuous
Education & Academic
And Research)

To

All The Directors of IMU Campuses

Principals of concerned Affiliated Institutes

