

INDIAN MARITIME UNIVERSITY

Important Instructions to Provisional Seat Allotted Candidates

Dear Candidate,

You have reached the next stage of the Admission process after registering for the Online Counselling. You have been allotted a seat provisionally in the First Allotment List. In this stage you will be required to confirm the acceptance of your allotted seat. The following process has to be followed:

Confirmation of Allotted Seat:

1. Log-in using your UserID and Password.
2. Download the '**Provisional Seat Allotment Letter**'.
3. Confirm acceptance of the Allotted Seat, by **making Online Payment** of the **Programme Fee of Rs.25,000/- (non-refundable) before 03.10.2021.**
4. If the Programme Fee **is not paid** before the prescribed date, then you shall be **treated as a 'drop out'** and you shall:
 - (a) **forgo the allotted seat,**
 - (b) **forfeit the Counselling Fee of Rs.10,000/- and**
 - (c) **will not be considered for upgradation based on the Choices Filled by you during Counselling Registration (if applicable).**That is, the allotted seat will be cancelled and cannot claim refund for the Online Counselling Fee of Rs.10,000/-.
5. On successful online payment of the Programme Fee of Rs.25,000/-, you will have to report at an IMU Campus on or before 04.10.2021 for
 - (i) verification of original documents,
 - (ii) confirmation of medical fitness and
 - (iii) payment of the first Semester Fees in full.
6. If the allotted seat is not your First Preference in the First Admission List, then you may get upgraded on the basis of availability of seat in subsequent Admission Lists. **In order to get upgraded, you should first accept the allotted seat as per the First Admission List by successfully paying Programme Fee of Rs. 25,000/-.**
7. IMU will draw up the subsequent **Admission List(s)** of selected candidates to fill the vacancies arising due to 'dropouts'. In the subsequent Admission List(s), some of the candidates may get **upgraded**; i.e. they may get a higher Programme-IMU Campus (as per their order of preference).

The **Allotment Letter** is strictly **provisional** and subject to (i) Online payment of the Programme Fee within the prescribed time and (ii) Verification of your Original Certificates, (iii) confirmation of Medical Fitness and (iv) payment of the Semester fees. [Please see Annexure].

Dean-Academics

Annexure I

ADDITIONAL INSTRUCTIONS TO CANDIDATES

1. **Verification of Original Certificates**

The candidate should produce the following original certificates / documents for verification:

- *Proof of Age - Birth Certificate / 10th Std / SSC or equivalent marksheet.*
- *12th Std / Higher Secondary School or equivalent marksheet.*
- *Community Certificate [only for SC, ST and OBC (NCL)].*
- *Economically Weaker Section Certificate (for General-EWS Candidates).*
- *Printed copy of IMU's CET Rank Certificate & Provisional Seat Allotment Letter*
- *2 copies of passport size photographs.*
- *Aadhaar Card.*
- *NCC Certificate (if applicable)*
- *UG Marksheets / Certificate (if applicable)*
- *Medical Fitness Certificate*

2(a) **Medical Fitness certificate for BSc (NS), DNS and BTech (ME) Candidates**

Candidates selected for B.Sc (Nautical Science), Diploma in Nautical Science (DNS) and B.Tech (Marine Engineering) should produce a Medical Fitness Certificate with confirmation of eye sight fitness from a Doctor / Hospital approved by the Director General of Shipping, Mumbai. The present list of approved Doctors can be seen at

http://dqshipping.gov.in/WriteReadData/userfiles/file/regular_list_24.09.2021pdf

2(b) **Medical Fitness certificate for BTech (NAOE), MBA and MTech Candidates**

Medical Fitness Certificate for B.Tech. (Naval Architecture & Ocean Engineering), MBA and MTech Programme Candidates can be obtained from any Registered Medical Practitioner. It is a general physical fitness certificate.

3(a) **Semester Fees for all Programmes except MBA**

First Semester Fee is Rs.1,00,000 (Rupees One Lakh) and should be paid in full at the time of Certificates Verification as a Demand Draft drawn in favor of "Indian Maritime University". This Semester Fee includes Hostel and Mess Fee.

Second Semester Fee is Rs.1,00,000 (Rupees One Lakh) and should be paid on the date of commencement of the 2nd semester.

3(a) **Semester Fees for MBA Programmes**

First Semester Fee is Rs.87,500 and should be paid in full at the time of Certificates Verification as a Demand Draft drawn in favour of "Indian Maritime University".

Second Semester Fee is Rs.87,500 (Rupees One Lakh) and should be paid on the date of commencement of the 2nd semester.

4. **Caution Deposit**

Caution Deposit of **Rs.20,000/-** has to be paid at the time of Certificates Verification as a Demand Draft drawn in favour of "Indian Maritime University". Caution Deposit will be refundable at the end of completion of course, if you do not cause any loss to the property of the institution.

5. **General**

If a candidate paying his Counselling Fee, Programme Fee and the Semester Fees for the first semester withdraws from the University, then he shall not be entitled to the refund of the Counselling Fee, Programme Fee and the Semester Fees paid by him under any circumstances.

Examination fees are payable separately before each examination.

IMU reserves the right to modify at any time the Semester Fees payable by the student in future.

Error committed by some Candidates
& Actions that will be taken during Certificates Verification

The Ranking of the candidates is based on the marks and School Board details entered by the Candidates. The seat allotment is based on the Rank and Category. During Certificates Verification, if any adverse discrepancies are noted, the following actions will be taken:

1. Entered 12th Std PCM marks percentage is higher than the actual PCM marks percentage

Action:

In case the candidate has scored more than claimed, the same will be corrected & verified, however there will not be any change in the rank allotted to the candidate.

In case, the candidate has scored less than claimed, he will be disqualified from the current List. The candidate will need to appear through Second Round Counselling after making corrections. He will get revised Rank at that time and will be considered for third list.

2. Selected wrong School Board for 12th Std

Action:

If the candidate is seen to gain undue advantage in Rank due to the error committed, the candidate will get disqualified from the current List. The candidate can appear through Second Round Counselling after making corrections. He will get revised Rank and will be considered for Seat Allotment thereafter in the Third List.

3. General Category candidate wrongly entered Reserved Category

- If the Seat Allotment is based on Open Category, the same will be VERIFIED and the category will be converted to GENERAL.
- If the Seat Allotment is based on wrongly entered Category, then the candidate will get disqualified from the current List. The candidate can appear through Second Round Counselling after making corrections. He will be considered for Seat Allotment thereafter in the Third List.

4. Error in English Subject marks will be corrected and verified, subject to the candidate having 50% or more marks in 10th / 12th / Degree (if applicable).

IT IS TO BE NOTED THAT IMU RESERVES THE FULL RIGHT TO REJECT ANY CANDIDATE ON ACCOUNT OF ANY MIS-INFORMATION AND HENCE THE DECISION OF IMU IN ALL THESE CASES WILL BE FINAL.