

INDIAN MARITIME UNIVERSITY

Important Instructions to Provisional Seat Allotted Candidates

Dear Candidate,

You have reached the next stage (Certificate Verification) of the Admission Process after registering for online Counselling. You have been allotted a seat provisionally on payment of the Programme Fee.

The following may please be noted:

You will have to report to the IMU Campus, where you have been allotted a seat **on any day from 16.08.2022 to 21.08.2022** for

- (i) verification of original certificates & documents,
- (ii) confirmation of medical fitness and
- (iii) payment of the First Semester Fees in full along with Caution Deposit

Upgraded candidates have to report at the newly allotted Campus for Certificates Verification, as per the latest Upgraded Allotment Letter. All candidates who have opted for upgradation by choosing the option 'YES' to the upgradation question are requested to check all the lists (2nd / 3rd / Upgrade List) to make sure that they reach the upgraded Campus.

1. Verification of Original Certificates & Documents

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.*
- *2 copies of passport-size photographs.*
- *Aadhaar Card.*
- *NCC Certificate (if applicable)*
- *UG Marksheets / Certificate (if applicable)*
- *Medical Fitness Certificate*
- *Passport (if applicable)*

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 eyesight fitness from a Doctor / Hospital approved by the Director General of Shipping, Mumbai. The present list of approved Doctors can be seen at

<https://www.dgshipping.gov.in/WriteReadData/userfiles/file/Medical List for Regular 08-08-2022.pdf>

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 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 through a Demand Draft drawn in favour of "Indian Maritime University". **Semester Fee includes Hostel and Mess fee for the Residential Programme candidates.**

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(b) 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 through a Demand Draft drawn in favour of "Indian Maritime University". Caution Deposit is refundable at the end of completion of course, if you do not cause any loss to the property of the institution.

5. General

Demand Drafts can be taken from any Nationalised / Scheduled Bank from anywhere in the country.

Counselling Fee / Programme Fee / Semester Fees, once paid will not be refunded under any circumstances due to withdrawal from the University at any stage.

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.

6. Errors committed by some Candidates & Actions that will be taken during Certificates Verification

a) Discrepancy in details entered

The seat allotment is based on the CET Rank and Category. The UG candidates should have eligible PCM marks and English subject marks, as specified in the Eligibility criteria document. During Certificates Verification, if any adverse discrepancies are noted, the following actions will be taken:

i. General Category candidate wrongly entered Reserved Category:

If the Seat Allotment is based on a wrongly entered Reserved Category, then the candidate will get disqualified from the current List. The candidate can appear later through Spot Counselling (if any) after making corrections. He will be considered for Seat Allotment only for the vacant seats available, if any.

ii. Securing/having marks lesser than Eligibility Criteria:

If the Candidate does not have eligible PCM marks or English Subject marks as per the original mark sheets submitted for verification, then the candidate will get disqualified for admission.

b) Reaching at wrong campus for verification

Candidates are required to reach the campus allotted. Candidates willfully/unknowingly reaching at the wrong campus will not be verified. The candidates who have opted for upgradation are specially requested to check as their course campus after upgradation may change. Earlier allotted campus and course after upgradation, cannot be claimed as a ground for reaching the campus other than the final allotted campus.

c) Reaching after the deadline for verification

Candidates who miss reaching within the timeline (16-21 Aug 2022) will not be verified as the unconfirmed seats will move for SPOT COUNSELLING, after upgradation.

d) Reaching without Demand Drafts towards Fee Payment

The information regarding the mode of payment has been informed well in advance for carrying the demand drafts towards fees. Any request for payment in any other mode other than demand drafts will not be entertained.

e) Reaching with an improper format or outdated reserved category certificate

The formats of reserved category certificates are given in the Academic Brochure. Candidates following other formats may get rejected.

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 WILL BE FINAL.

Deputy Registrar (Academics)

11.08.2022

Indian Maritime University