

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 online Counselling. You have been allotted a seat provisionally in the First Admission 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 Application Number 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. 30,000/- (non-refundable)** on or **before 06.07.2024**.
4. If the Programme Fee **is not paid** on or before the prescribed date, then you shall be **treated as a 'drop out'** and you shall:

(a) **forgo the seat allotted to you**

(b) **forfeit the Counselling Fee of Rs.10,000/- and**

(c) **will not be considered for upgradation (if applicable) based on the Choices Filled by you during Counselling Registration.**

In other words, the seat allotted to you will be cancelled and cannot claim a refund for the online Counselling Fee of Rs.10,000/-.

5. On successful online payment of the Programme Fee of Rs. 30,000/-, you will have to report at the IMU Campus, where you have been allotted the seat on any day from **08.07.2024 to 11.07.2024*** for

(i) verification of original certificates & documents,

(ii) confirmation of medical fitness and

(iii) payment of the First Semester Fees in full and Caution Deposit

*IMU reserves the right to change the dates mentioned above, in case of any unforeseen circumstances.

6. If the allotted seat is not your First Preference in the First Admission List, then you may get upgraded on the basis of the 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 the Programme Fee of Rs.30,000/-.**

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
(ii) Verification of your Original Certificates and confirmation of Medical Fitness
(iii) Payment of the First Semester Fees. [Please see *Annexures*].

8. In case the candidate is satisfied with the allotted seat and not interested in further upgrade, then he has to freeze the allotted seat by answering **"No; I do not want to be upgraded in subsequent list. Please freeze the allotted seat."**

to the question

"If the allotted seat is not your first preference, do you wish to opt for upgrade in the next Admission List, if there are vacancies available for your higher preferences?"

If the answer to the question is selected as

"Yes; I want to get upgraded in subsequent lists, if there are vacancies for my higher preferences",

then the candidate will be considered for possible upgradation in the next list and the seat may get upgraded subject to availability. If upgraded, the previous allotted seat will be changed to the newly upgraded seat and the candidate will not have any claim on the previously allotted seat.

Controller of Examinations

Annexure I

ADDITIONAL INSTRUCTIONS TO CANDIDATES

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.*
- *Category 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)*
- *Domicile Certificate (if applicable)*

2(a) Medical Fitness certificate for BSc (NS), DNS and B.Tech (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

http://dgshipping.gov.in/WriteReadData/userfiles/file/regular_list%20%202018.06.2024pdf

2(b) Medical Fitness Certificate for B.Tech (NAOE), B.Tech (NASB), MBA and M.Tech Candidates

Medical Fitness Certificate for B.Tech. (Naval Architecture & Ocean Engineering), B.Tech (Naval Architecture & Ship Building), MBA and M.Tech 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 and M.Tech**

First Semester Fee of Rs.1,22,500 should be paid in full at the time of Certificates Verification through a Demand Draft drawn in favour of "Indian Maritime University", payable at the city where your allotted IMU Campus is located.

Second Semester Fee of Rs.1,22,500 should be paid on the date of commencement of the 2nd semester.

3(a) **Semester Fees for MBA and M.Tech Programmes**

First Semester Fee of Rs. 87,500 should be paid in full at the time of Certificates Verification as a Demand Draft drawn in favour of "Indian Maritime University", payable at the city where your allotted IMU Campus is located.

Second Semester Fee of Rs.87,500 should be paid on the date of commencement of the 2nd semester.

4. **Caution Deposit**

Caution Deposit of **Rs. 30,000/-** has to be paid at the time of Certificates Verification through a Demand Draft drawn in favour of "Indian Maritime University", payable at the city where your IMU Campus is located. 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 and all your dues are cleared on submission of NO DUES CERTIFICATE.

5. **General**

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.

Annexure-II

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

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:

1. 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.

2. 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.

3. Verification of Result-Awaited MBA and M.Tech Candidates:

In the case of a Result-Awaited MBA and M.Tech candidates, if the results of the University of the Candidate are not announced by the time the verification process starts, his verification of documents other than the University Certificate will be done. The verification of the University Certificate will be done when the results are announced. The admissions of such candidates will be considered as **PROVISIONAL** and will be confirmed only when the results are announced.

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