

# Admissions to the UG and PG Programmes August 2021 batch of IMU

## General Instructions

- Please go through the following instructions carefully and go through FAQs before applying. For FAQs please [CLICK HERE](#).
  - The candidate shall be solely responsible for any loss or hardship caused to him due to his non reading or non-adherence to these instructions.
  - The candidate is requested to visit IMU's website (<https://www.imu.edu.in>) periodically to keep track of new announcements and changes if any.
  - Please use a Desktop / Laptop for filling the online application form.
  - This site is best viewed with screen resolution of 1024x768 pixels or higher, using standard Web Browsers like Internet Explorer 10 / Microsoft Edge / Mozilla Firefox 27 / Google Chrome30 or higher.
  - If you have any difficulty in filling the online application form, please send an email to [cet21@imu.ac.in](mailto:cet21@imu.ac.in) indicating the problem faced. Mails to any other id will not be answered.
1. Due to administrative reasons the CET has been cancelled. The date of registration is extended to 12.09.2021. The Candidates seeking admissions to the following programmes of IMU have to register in the admissions portal.
    - i) UG Programmes:
      - 1) B.Tech (Marine Engineering)
      - 2) B.Tech (Naval Architecture & Ocean Engineering)
      - 3) B.Sc (Nautical Science)
      - 4) DNS (Diploma in Nautical Science) Aug 2021 Batch
      - 5) DNS (Diploma in Nautical Science) Feb 2022 Batch
    - ii) PG Programmes:
      - 1) M.Tech (Naval Architecture & Ocean Engineering)
      - 2) M.Tech (Dredging & Harbour Engineering)
      - 3) M.Tech (Marine Engineering & Management)
      - 4) MBA (International Transportation & Logistics)
      - 5) MBA (Port & Shipping Management)
  2. To see the list of IMU Campuses and the Programmes offered, [CLICK HERE](#).
  3. To see the list of Affiliated Institutes and the Programmes offered, [CLICK HERE](#).
  4. To view the Academic Brochure 2021-22, [CLICK HERE](#).
  5. To see the **Educational Qualifications and Medical Standards** required for admissions to UG/PG Programmes, [CLICK HERE](#).
  6. The crucial date for the application of the Age criterion shall be **11.10.2021**
  7. The last date for Online Registration is **12.09.2021 till 11.59 pm, however candidates are advised to complete the process well in time as the payment clearance takes minimum 2 hrs.**
  8. Due to the cancellation of CET that was scheduled to be held on 29<sup>th</sup> August 2021, the following process will be followed for issuing Rank Certificates to the candidates seeking admissions to UG (except BBA) and PG Programmes of IMU:
    - UG (except BBA) candidates will be ranked based on 12<sup>th</sup> Std Marks using Normalization process.
    - MBA and MTech candidates will be ranked based on their UG marks.

Since the Ranking is based on Academic Marks, it is important that the academic details are all entered correctly in all respects, as per the original mark-sheets. In order to verify or update the entered academic details, the Registration Portal will be opened for few days.

The Registration Portal can be used by **new applicants** to register for admissions to UG (except BBA) and PG Programmes of IMU.

All the **Registered Candidates** are required to login and carry out the following without fail:

1. Please verify **all the details entered in the Academic Page** and update the entries, if necessary.
2. Some of the critical details to be verified are the following:
  - Ensure that the Maximum Marks and Obtained Marks are correctly entered.
  - Ensure that correct School Board Names are selected for 12<sup>th</sup> Std. and Std. 10<sup>th</sup>
  - Ensure that Equivalent Percentage Marks are entered if the Grade Points are shown in the mark-sheet
  - If decimals are to be entered, limit it to 2 decimals
  - Ensure that Year of Passing for 12<sup>th</sup> Std. is correctly picked.
  - If you have selected the option of 'Others' for any entries, such as School Board Name, clearly enter the details for the same and do not use unknown abbreviations. Before selecting the option of "Others" make sure that your board name is not available in drop-down menu, else you may get faulty result.
  - Please check and see if the correct NCC Certificate details are filled. Wrong entries and incorrect document will be rejected.
9. If you find that everything had been entered correctly earlier itself, then you can complete the verification process by clicking **Confirm** Button at the end.
10. Candidates who had selected '**Results Awaited**' status earlier during registration, will have to necessarily fill all the details at this stage and upload the mark-sheet. Otherwise, your registration will be treated as incomplete and will not be taken up for Ranking.
11. All '**Results Awaited**' Candidates who are applying for PG courses i.e. MBA & M.Tech, may upload the average of 5 semesters (applicable for those who are having 6 semesters e.g. BBA) OR 7 semesters (applicable for those having 8 semesters e.g. B.Tech.) marks, subject to the condition that there is no backlog. Candidates who have any backlog in semesters other than final semester cannot apply.
12. If you edit / update any marks, then the system will check whether you have the minimum required marks as per specified criteria for admission, such as PCM average. If you do not have the minimum required marks as per specified criteria for admission, then you are not eligible for admission and hence will not be ranked.
13. In the case of UG, Ranking will be based on 12<sup>th</sup> Std marks. If your 12<sup>th</sup> Std mark-sheet has both 11<sup>th</sup> and 12<sup>th</sup> Std marks (as in the case of **Andhra Pradesh, Telangana and Kerala**), only 12<sup>th</sup> Std marks are to be entered. You should not enter 11<sup>th</sup> Std. Marks OR Total Marks OR combination of 11<sup>th</sup> and 12<sup>th</sup>
14. If any mismatch is noted between the entered marks and the marks shown on the original mark-sheet at any stage, the candidate may not be admitted. Hence, it is important that all entries are thoroughly verified for correctness.
15. Applicants who had not completed their registrations earlier with online payment are allowed to login and complete their registration. They should also ensure that all the details entered are correct.
16. The Registration Portal allows new registrations. Hence, those who missed registering earlier can register for UG and PG Programmes of IMU. They should also ensure that all the details entered are correct.
17. It has been observed that many NCC candidates have uploaded irrelevant documents in place of NCC A/B/C certificates. Such candidates may get rejected. Hence such candidates are required to upload the correct certificate. The following are not accepted as valid NCC certificate:

Weightage Certificate, Camp attending Certificate, certification from an officer stating that result is awaited, school certificate, any other document other than NCC certificate, any document which indicates engagement in NCC activity but not the certificate, wrong claim certificate (e.g. uploaded **A** certificate, but claimed **B** certificate)

18. Candidates seeking admission to DNS Feb 2022 Batch in Affiliated Institutes also will have to register in admission portal.
19. Application Registration Fee :
- Rs.700/- for candidates from SC/ST category and
  - Rs.1000/- for all others.

**Application Registration Fee is non-refundable.**

20. Registration Fee shall be paid only online.
21. The registration process is divided into two parts
- (i) **Basic Registration** - this is for generating the User ID and Password.
  - (ii) **Detailed Registration** – This has two steps:
    - Capturing further details on Personal Information, Academic Details & Document Upload.
    - Making the Online Payment.

**Last date for completing the online registration and making Online Payment towards Application Registration Fee is 12.09.2021 till 11:59 PM. For candidates who have already registered (before 20.08.2021), the last date for editing is 12.09.2021 till 11:59 PM.**

**Note:** Basic Registration does not mean the candidate has successfully submitted the Application Form. Only after completing the Detailed Registration with online payment towards Application Registration Fee, the Application Form submission is completed successfully. On successful submission, the Candidate will get an email to their registered email address stating the same.

13. Please note that fields marked with asterisk (\*) are mandatory in the Registration Form.
14. After the 'Basic Registration', the system will generate User ID and Password, which will be communicated to the Candidate through Email and SMS.
15. Candidates shall upload the following documents at the time of Detailed Registration:
- a. Scanned copy of the passport size photograph.
  - b. Scanned copy of the signature of the candidate.
  - c. Scanned copy of 10th Standard Mark Sheet
  - d. Scanned copy of 12th Standard Mark Sheet (wherever applicable).
  - e. Scanned copy of UG Degree Mark Sheet / Certificate (wherever applicable).
  - f. Scanned copy of MEO-I / COC Certificate (wherever applicable for candidates who are Seafarers).
  - g. Community Certificate in respect of SC / ST / OBC (NCL) candidates.
  - h. Economically Weaker Section Certificate in respect of General-EWS Candidates.
16. After successful completion of the Detailed Registration, the submitted Registration Form will be available for download. The candidates are requested to take a print out of the same for future reference and record.
17. Please note that the Service Charges / Payment Gateway Charges for making the Online Payment Transaction are to be borne by the candidate only.
18. Candidates need not submit any hard copy of the application to IMU.
19. After the final submission of Registration Form with online payment towards Registration Fee, no changes are allowed in the details submitted in the form. Therefore, it is important that the candidates fill in the details in the form carefully. If a candidate fails to adhere to the instructions and makes mistake while filling the form, he/she will have to fill in the IMU Registration Form afresh. No refund of Registration Fee is allowed in such cases.
20. Candidates will be able to download the rank certificate after the results are declared. **The date of result declaration and rank certificate download facility will be intimated on website.**
21. Notwithstanding the fact that a candidate's Online Registration may have been successful, if any inadequacies or discrepancies or false claims are detected in the entries made or documents uploaded at the time of the

Online Registration and/or in the original documents produced, if any, subsequently and/or in the Original documents produced at the time of verification, IMU reserves the right to disqualify the candidate from admission.

22. Canvassing in any form will disqualify the candidates.
23. Legal disputes, if any, shall lie within the jurisdiction of Courts based in Chennai city only.
24. IMU reserves the right to amend the method of ranking/ dates due to any administrative / unforeseen circumstances.