



# INDIAN MARITIME UNIVERSITY

(A Central University, Govt. Of India)

Mumbai Port Campus

Hay Bunder Road, Mumbai - 400 033.

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## APPLICATION FORM FOR P.G.D.M.E. COURSE

Place : \_\_\_\_\_

Date : \_\_\_\_\_

To,  
The Director,  
Indian Maritime University,  
Mumbai Port Campus,  
(Marine Engineering & Research Institute),  
Hay Bunder Road,  
**MUMBAI - 400 033.**

**Subject : Application for one-year pre-sea training(PGDME).**

Sir,

With reference to your advertisement in News Papers / on website \_\_\_\_\_ dated \_\_\_\_\_ I hereby submit my application for one year P.G.D.M.E. course commencing from Aug / Sept. 2022.

I am enclosing demand draft for ₹1,000/- (Rupees one thousand only) No. \_\_\_\_\_ dated \_\_\_\_\_ Bank \_\_\_\_\_ drawn in favor of Indian Maritime University, Mumbai Port Campus payable at Mumbai, towards application processing fee.

Thanking you,

Yours faithfully,

**Signature of Candidate**

### **A) Documents required to be attached with Application Form :**

- 1) Demand Draft or online payment details of ₹1,000/- (application processing fees)
- 2) Demand Draft or online payment details of ₹10,000/- (Registration Fee) [for sponsored candidates only]
- 3) B.E. Marksheets (all semesters)
- 4) B.E. Degree / Provisional degree certificates.
- 5) Proof of age. (X class certificate)
- 6) Proof of English Marks.
- 7) Three passport size photographs (White Background).
- 8) Bio-data (Encl A).
- 9) AICTE approval letter (Encl. B).
- 10) Encl. "C" & Encl. "D" [for sponsored candidates only]

### **B) Documents to be submitted on the course commencement date :**

- 1) Undertaking & Indemnity Bond (Encl. "E")
- 2) Police Verification Report (Encl. F).
- 3) Parent / Guardian Consent Form (Encl. G)
- 4) Photo copy of Indian Passport.

# INDIAN MARITIME UNIVERSITY

## Mumbai Port Campus

(MERI-Mumbai)  
Hay Bunder Road, Mumbai - 400 033.

Photograph  
3.5 cm x 3.5  
cm

**Application for Admission to the PGDME Programme August, 2022 Batch**  
[To be filled in type. A4 size (white)]

1.	Full Name of Applicant (In block letters)	(As entered in Class 10 <sup>th</sup> /Matriculation Board Certificate)					
2.	Date of Birth	D	D	M	M	Y	Y
		(As entered in Class 10 <sup>th</sup> /Matriculation Board Certificate)					
3.	Category	General / SC /ST OBC-NCL					
4.	Age of the Applicant on the day of commencement of the Course (age not more than 28 years for General Candidates)	Years		Months		Days	
5.	Educational Qualification	B.E. / B.Tech. MECHANICAL / NAVAL ARCHITECTURE in Graduation in B.E. (Mechanical) Engineering / Naval Architecture disciplines from recognized institutes.					
6.	Percentage of marks / grade in final year of the Degree Course						
7.	Percentage of marks / grade in Degree						
8.	Full Name of College / Institution with address from where the applicant has passed the Degree						
9.	Full Name and place of the University						
10.	Was the Degree Course/College AICTE approved ?	YES / NO					
11.	AICTE approval No. of the Degree Course / College with date (if available)						
12.	Performance in 10 <sup>th</sup> & 12 <sup>th</sup> Class	% of marks	10 <sup>th</sup>	12 <sup>th</sup>	Degree / Diploma		
		English					
		Aggregate					

13.	Address	
14.	Contact Numbers	
15.	E-mail Address	

**DECLARATION OF APPLICATION**

I hereby declare that all the statements made in this Bio-data sheet are true and complete to the best of my knowledge and belief and nothing has been concealed / distorted.

**SIGNATURE OF THE APPLICANT**

**Encl. : B**

**ON THE COLLEGE / INSTITUTE LETTER HEAD**  
**TO WHOMSOEVER IT MAY CONCERN**

This is to certify that Shri. / Kum. \_\_\_\_\_  
Son / Daughter of Shri. \_\_\_\_\_  
was a bonafide student of this college / Institute during the period \_\_\_\_\_ to  
\_\_\_\_\_. He / She has successfully passed the Degree Examination in  
Mechanical Engineering / Naval Architecture Branch held in the month of \_\_\_\_\_,  
and was placed in \_\_\_\_\_. His / Her Registration No. was \_\_\_\_\_  
His / Her conduct and character were \_\_\_\_\_ throughout his stay in this  
college / Institute.

Further certified that the said course and the college is approved by All India Council for  
Technical Education (AICTE), New Delhi vide their letter No. \_\_\_\_\_  
dated \_\_\_\_\_, and the validity of the AICTE approval covers the entire  
duration of the degree course that the candidate attended.

Dated : - \_\_\_\_\_

PRINCIPAL'S SIGNATURE  
WITH OFFICE SEAL

**NOTE :**

- This certificate is acceptable for admission only if signed by Principal / Director / Registrar of the Institute / College with the appropriate office seal.

**ON SPONSOR'S LETTER HEAD**  
**TO WHOMSOEVER IT MAY CONCERN**

This is to certify that Shri. / Kum. \_\_\_\_\_  
resident of \_\_\_\_\_  
is our authorised representative to work on board IN Ships / Submarines / Naval units situated  
inside Naval Dockyard. The firm shall be responsible for his / her any act of indiscipline / breach  
of security during individual's visits to Naval Dockyard / Ships / Units.

Signature : \_\_\_\_\_  
Name : \_\_\_\_\_  
Designation : \_\_\_\_\_  
Firm Name &  
Regn. No. : \_\_\_\_\_  
Office Seal / Stamp : \_\_\_\_\_

Date :-

**Encl. : D**

**ON SPONSOR'S LETTER HEAD**

**CHARACTER CUM ANTECEDENTS CERTIFICATE**

This is to certify that character and antecedents of  
Shri. / Kum. \_\_\_\_\_  
Son / Daughter of \_\_\_\_\_ ,  
who has been sponsored by us to undergo Post Graduate Pre-sea Marine Engineering Training  
Course in IMU-Mumbai Campus (MERI-Mumbai), from \_\_\_\_\_  
to \_\_\_\_\_ have been verified by us and found to be satisfactory.

**SIGNATURE OF  
SPONSORING AUTHORITY**

Dated :

(Office Seal)

**UNDERTAKING & INDEMNITY BOND**

THE DIRECTOR,  
INDIAN MARITIME UNIVERSITY, MUMBAI PORT CAMPUS,  
MARINE ENGINEERING & RESEARCH INSTITUTE,  
HAY BUNDER ROAD,  
MUMBAI - 400 033.

SIR,

I, SHRI / KUM. \_\_\_\_\_ ROLL NO. \_\_\_\_\_ SON / DAUGHTER  
OF SHRI \_\_\_\_\_ HEREBY AGREE TO GET ADMITTED FOR TRAINING  
IN THE INDIAN MARITIME UNIVERSITY, MUMBAI PORT CAMPUS (HEREINAFTER REFERRED TO AS "IMU-MPC") AND  
UNDERTAKE THAT :

1. I SHALL NOT MARRY DURING THE PERIOD OF TRAINING.
2. I SHALL FULLY ABIDE BY THE RULES AND REGULATIONS IN FORCE AND ANY ORDERS ISSUED BY THE "IMU-MPC" FROM TIME TO TIME.
3. I SHALL FULLY ABIDE BY THE DECISIONS OF THE "IMU-MPC"; WHICH WILL BE FINAL AND BINDING ON ME, IN THE EVENT OF ANY DISCIPLINARY ACTION AGAINST ME INCLUDING EXPULSION FROM THE TRAINING COURSE FOR ANY BREACH OF DISCIPLINE, CONDUCT/RULES AND REGULATIONS ETC.
4. I SHALL EXCLUSIVELY FOLLOW THE COURSE IN MARINE ENGINEERING TRAINING AND SHALL NOT AT ANY TIME PURSUE ANY OTHER COURSE/COURSES OF STUDIES DURING MY TRAINING PERIOD.
5. I, MY PARENTS / GUARDIANS AND MY SPONSORING COMPANY DO HEREBY INDEMNIFY AND AGREE TO KEEP "IMU-MPC" AND THE ORGANISATION TO WHICH THE WORKSHOP BELONGS WHERE I WILL UNDERGO MY PRACTICAL TRAINING DURING THE COURSE, (HEREIN AFTER REFERRED TO AS THE WORKSHOP) INDEMNIFIED AGAINST ALL LOSSES, DAMAGES AND INJURY SUSTAINED OR CAUSED TO "MERI" AND THE WORKSHOP DURING THE PERIOD OF TRAINING ON ACCOUNT OF ANY ACT OR OMISSION DONE OR COMMITTED BY ME IN THE COURSE OF MY TRAINING.
6. I, MY PARENTS / GUARDIANS AND MY SPONSORING COMPANY SHALL BE RESPONSIBLE FOR MY ANY ACT OF INDISCIPLINE / BREACH OF SECURITY DURING MY VISITS TO THE WORKSHOPS / DOCKYARD / SHIPS / UNITS DURING THE TRAINING PERIOD.
7. I, SHALL UNDERGO THE TRAINING AT MY OWN RISK AND RESPONSIBILITY AND THAT I OR MY EXECUTORS / ADMINISTRATORS OR MY LEGAL HEIRS OR MY PARENTS / GUARDIANS OR ANY OTHER LEGAL REPRESENTATIVE EITHER INDIVIDUALLY OR COLLECTIVELY OR MY SPONSORING COMPANY SHALL NOT BE ENTITLED TO CLAIM ANY COMPENSATION OR OTHER RELIEF FROM INDIAN MARITIME UNIVERSITY – MUMBAI PORT CAMPUS (HEREINAFTER CALLED THE "IMU-MPC") OR FROM THE "IMU-MPC" OR FROM ANY PERSON IN THE SERVICE OF THE "IMU-MPC" OR THE "IMU-MPC" OR OTHER WORKSHOP IN WHICH I WILL UNDERGO MY PRACTICAL TRAINING, IN RESPECT OF ANY LOSS OR PHYSICAL OR MENTAL INJURY TO THE PROPERTY OR PERSON INCLUDING INJURY RESULTING IN ILLNESS OR DISABILITY OR LOSS OF LIMB AND / OR LIFE WHICH I MAY SUFFER AT THE "IMU-MC" OR IN OTHER ASSOCIATED ORGANISATIONS WHETHER IN MUMBAI OR ELSEWHERE WHILE UNDERGOING TRAINING UNDER INSTRUCTION OR OTHERWISE OR AS A CONSEQUENCE OF ACTIVITIES ANCILLARY THERETO, WHETHER DUE TO THE NEGLIGENCE OF ANY PERSON OR OTHERWISE.
8. MY PARENTS / GUARDIAN AND I SHALL PAY AND DISCHARGE ALL DUES OF THE "IMU-MPC" AND STATEMENT OF ANY CLAIM AND / OR ACCOUNT MADE BY THE "IMU-MPC" SHALL BE FINAL AND BINDING UPON MY PARENTS / GUARDIAN AND ME.

YOURS FAITHFULLY,

SIGNATURE OF THE CANDIDATE.

WE AGREE TO THE ABOVE CONDITIONS

SIGNATURE OF THE SPONSORING AUTHORITY

NAME :  
DESIGNATION :  
OFFICE SEAL & :  
ADDRESS  
PLACE :  
DATE :

SIGNATURE OF THE PARENT / GUARDIAN

NAME :  
RELATIONSHIP WITH CANDIDATE :  
ADDRESS  
PLACE :  
DATE :

**NOTE: THIS UNDERTAKING & INDEMNITY BOND IS REQUIRED TO BE PRODUCED ON A NON-JUDICIAL STAMP PAPER OF ₹100/- ONLY.**

**UNDERTAKING & INDEMNITY BOND**

THE DIRECTOR,  
INDIAN MARITIME UNIVERSITY, MUMBAI PORT CAMPUS,  
MARINE ENGINEERING & RESEARCH INSTITUTE,  
HAY BUNDER ROAD,  
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YOURS FAITHFULLY,

SIGNATURE OF THE CANDIDATE.

WE AGREE TO THE ABOVE CONDITIONS

SIGNATURE OF THE PARENT / GUARDIAN

NAME :

RELATIONSHIP WITH CANDIDATE :

ADDRESS :

PLACE :

DATE :

**NOTE: THIS UNDERTAKING & INDEMNITY BOND IS REQUIRED TO BE PRODUCED ON A NON-JUDICIAL STAMP PAPER OF ₹100/- ONLY.**



Outward No. ....  
Deputy commissioner of Police  
Special Branch  
Office of  
Date :

**POLICE VERIFICATION REPORT**

Shri. / Kum. .... ward of  
Shri. / Smt. ...., age ..... years, residing at  
..... is a residence of  
..... Police Station area since  
..... It is verified from the record that there is no adverse record in the  
office of Area Police Station against his / her name during his / her period of stay in the  
said area.

**DEPUTY COMMISSIONER OF POLICE  
DIV. BRANCH  
OR COMPETENT AUTHORITY**

**PARENT / GUARDIAN CONSENT FORM**

(Filling of all fields is compulsory)

Name of Cadet : ..... Roll No.....

E-mail of Cadet : ..... Mobile .....

Course ..... Year of Admission : ..... Batch No.....

Father's Name : ..... Father's E-mail .....Father's Mobile.....

Mother's Name : ..... Mother's E-mail .....Mother's Mobile.....

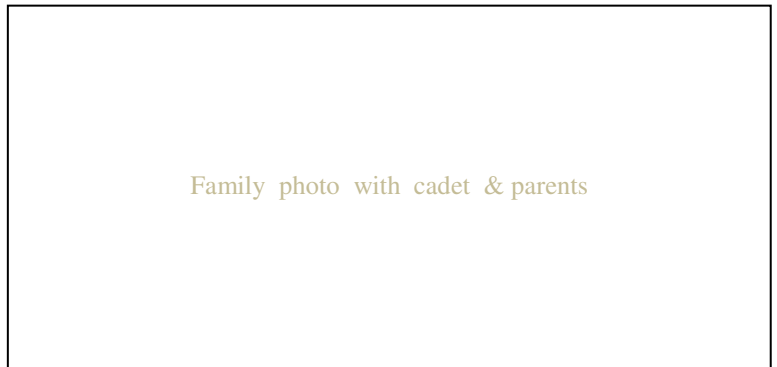
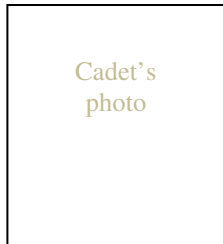
Permanent Correspondence Address : .....

.....

Contact No. Landline : ..... Nearest Railway station : .....

Police Station (Address) : .....

Photographs & specimen signature of parent's :



Signature :

Cadet

Father

Mother

In case parents are from out of station and want to appoint a local guardian :

I appoint the following, as local guardian of my ward Mr. / Ms. ....

Signature of Parent : .....

Guardian's name : .....

Correspondence Address : .....

.....

Contact No. Landline : ..... Contact No. Mobile : .....

Local Guardian's E-mail : .....

Photographs and Sample Signature of Local Guardian's :



Signature of Local Guardian :

I undertake to act as local guardian for Mr. / Ms. ....

*Note : No shore leave shall be given to out of station Cadet / without the undertaking of a local guardian.*

**LIST OF PERSONAL BELONGING REQUIRED TO BE BROUGHT  
WHILE JOINING TRAINING  
(COMPULSORY)**

1. Three sets of civilian clothes (dark coloured trousers, plain shirts) for day to day use till such time uniforms are supplied.
2. Sleeping suits (sky blue colour preferred) - [2 pairs or more].
3. One orange coloured boiler suit.
4. Two turkish towels (standard size - White).
5. One pair of canvas shoes of heavy duty type for P.T. and games etc.
6. Black socks (2 pairs or more).
7. Under garments as required.
8. One swimming trunk / suit.
9. One scientific calculator.
10. One set of drawing instruments with mini-drafter or “T” square and clips along with drawing board.
11. Bed Sheet 02 Nos., Bed Cover 02 Nos., Pillow Cover 02 Nos.,
12. Black pants 02 Nos., White shirts half cleaver 03 Nos.,
13. Turbans (Navy blue colored) 02 Nos. for sikh cadets.
14. Bath room slipper (1 pair).
15. Black leather laced shoe (1 pair)
16. Mattress Cover (unbleached cotton)
17. Sweaters – sleeveless – Navy Blue
18. Handkerchief, white cotton 40 cm. x 40 cm.
19. Locks Godrej Navtal – 6 levers with keys.
20. Coat Hangers – 30 cm./ with cross bar 9
21. Torch 2 cells
22. Umbrella / Rain Coat / Gum Boot
23. Medicated soap / Antifungal powder if the cadet is advised to used the same).
24. Hair Net (for girl cadets)

**NOTE :**

- *No jeans or T-shirts allowed in the campus.*
- *Use of cell phone personal electronic / electrical entertainment systems are prohibited in the campus.*