



INDIAN MARITIME UNIVERSITY

(A Central University, Govt. Of India)

Mumbai Port Campus

Hay Bunder Road, Mumbai – 400 033.

An ISO- 9001: 2015 Certified Institute

1. **Introduction.**

- (a) Indian Maritime University (IMU) invites applications from eligible candidates fulfilling the educational and other eligibility criteria for the PGDME (Post Graduate Diploma in Marine Engineering) program at Mumbai Port Campus for Academic Year 2022.
- (b) The duration of Course is one academic year consisting of two semesters, commencing from **1st September, 2022.**
- (c) **Types of seats.** Admissions will be made under two categories: Sponsored & Non-sponsored candidates. Sponsored candidates will be given priority.

2. **Application - Documents & Procedure.** The following information / documents are required to be made available at the time of Application / nomination.

3. **Sponsored Candidates.**

- (a) Letter of Selection' issued by the sponsoring company, addressed to The Campus Director, Indian Maritime University, Mumbai Port Campus, (MERI, Mumbai), Hay Bunder Road, Sewri, Mumbai-400033.
- (b) Sponsored candidates should submit their application on or before due date.
- (c) All sponsored candidates to report Campus for verification of documents and confirmation of admission. Candidates are requested to pay Programme Fees, First Semester Fees & Caution Deposit (refundable) will be paid on or before date.
- (d) Sponsored candidates are required to submit demand draft or NEFT/IMPS transfer details of application processing fees & Registration Fee (non-refundable) drawn in favour of "Indian Maritime University – Mumbai Port Campus" payable at Mumbai. Above demand draft should be submitted along with application.
- (e) "Encl: C" completed in all respects, from the sponsoring authority (one original + one xerox copy).
- (f) Character cum Antecedents certificate [Encl: D] in the given format from the sponsoring authority (one original + one xerox copy).

4. **Non-Sponsored Candidates.**

- (a) Non-Sponsored candidates should submit their application on or before due date. Non-Sponsored candidates will be selected through Interview process.
- (b) Non-Sponsored candidates are required to submit demand draft for NEFT / IMPS transfer details of application processing fees drawn in favour of "Indian Maritime University – Mumbai Port Campus" payable at Mumbai, and to be submitted along with application. Non-Sponsored candidates Registration Fee **Rs.10,000/-** (non-refundable) should be paid immediately after selection for confirmation of their seat. Only on receipt of this Demand Draft / NEFT the candidate's admission will be processed and the candidate will be considered for admission to the Institute subject to fulfilling the required conditions. Candidates are requested to pay course fees as per instruction.

5. **All Candidates.**

- (a) Applicant's Bio-data Sheet [Encl: A], completed in all respect by the applicant. These must be filled in typed, on A4 size paper (white) and signed by the applicant himself.
- (b) Attested copies of the Degree / Provisional Degree Certificate in :
 - (i) B.E./Tech. in Mechanical Engineering with minimum marks of 50% in final year and with minimum 50% marks in English language at 10th or 12th or in Degree Exam.
Or
 - (ii) Full time B.E./B.Tech. in all Mechanical Engineering Streams e.g. Mechanical and Automation, Mechanical and Electronics, Mechanical and Automobile etc. However, the word "Mechanical" should be first indicating that mechanical engineering is the core and the second subject is the elective. The candidates must have secured minimum 50% marks in English language at 10th or 12th or in Degree Exam.
Or
 - (iii) Candidates who have degree in all Naval Architecture streams, e.g. Naval Architecture and Ocean Engineering, Naval Architecture, and Ship Building, etc. However, the word "Naval Architecture" should be first indicating that Naval Architecture is the core and the second subject is the elective. The candidate must have secured minimum 50% marks in English language at 10th or 12th or in Degree Exam.
 - (iv) BE / B.Tech. in Mechanical Engineering from AICTE recognized institutes. Provisional Degree Certificate will be accepted for candidates passed in 2021/2022. However, these candidates have to submit original degree certificate issued by the respective University by the end of 30th September, 2022. Candidates passed prior 2020 must submit degree certificate issued by University at the time of admission.

- (c) Attested copies of mark sheets for the Final Year of Degree Course. The applicant should have obtained minimum marks of 50% in final year (aggregate).
- (d) AICTE approval letter [Encl: B] completed in all respect by the Principal of the Engineering College from which the applicant has graduated, in the given format, on the college letter head (one original + one Xerox copy). Failure to submit this will lead to the nomination not being considered.
- (e) Attested copies of mark sheets to show proof of 50% marks in English in 10th or 12th standard or in the Degree/Diploma course conducted by any Board or University.
- (f) Relaxation for SC/ST Candidates (if any) : There will be a 5% relaxation in eligibility marks; however, it will not apply to English Marks. Relaxation of 5% in English marks will be applicable to candidates who are native of the Lakshadweep and Andaman & Nicobar islands and belongs to their scheduled Tribes and who & both of whose parents were born in those islands & belong to the scheduled Tribes of those islands.
- (g) Attested copies of Proof of date of birth. For this purpose, Class 10th Matriculation Board Certificate showing the date of birth is acceptable. The applicant should be within the prescribed maximum age limit for Male Gen-28 years, OBC (NCL)-31 years, SC/ST-33 years, for Female Gen-30 years, OBC (NCL)-33 years, SC/ST-35 years. The Reference date for calculation of the age will be from the date of commencement of the Academic Session.
- (h) 03 copies of recent passport size (5 cm x 4 cm) coloured photographs of the applicant. (Full Face, Front view photographs to be taken in white shirt and without Tie and Glasses, with blue background). The name of the applicant should be written on the reverse of the photographs and duly attested. Front of the photograph should not be attested / defaced. Applicants must retain at least TWO (03) copies of the same photograph (size 3.5 cms. X 3.5 cms for this purpose) and only these must be used for Medical Examination, Training record book etc. Any change of photograph will disqualify the applicant.

NOTES.

- (i) Name written on all the Enclosures should be as entered in the Matriculation Certificate.
- (ii) Attestations wherever required should be done by a Gazetted Officer or Notary or self-attestation.

6. Documents required at the time of reporting.

- (a) All sponsored candidates are required to report in the campus with all original valid documents for verification and pay the First Term fee for confirmation of admission. Fee once paid is not refundable.

- (b) Original documents to be produced for verification in respect of the attested copies submitted earlier.
- (c) Physical Fitness : Candidates seeking admission to the these Marine Programmes must be medically fit including eye sight and hearing as prescribed in the Merchant Shipping (Medical Examination) Rules, 2000, as amended. At the time of admission, candidates will be required to produce certificate of medical fitness issued by doctors approved by the Directorate General of Shipping, Mumbai. The list of Medical Examiners approved by DGS is available in all Government Shipping offices / Mercantile Marine Departments and the same is also available at www.dgshipping.gov.in. The Medical fitness certificate should be in the DGS approved format and countersigned by the sponsoring authority and must incorporate all information required under Annexure E & F, Medical Examination Rules 2000 in force as on date.
- (d) Eye sight Certificate : There shall be no evidence of any morbid condition of either eye or of the lids of either eye which may be liable to risk of aggravation or recurrence. Candidates must possess good binocular vision (fusion faculty and full field of vision in both eyes). Movement of the eyeballs must be full in all directions and the pupils should react normally to light and accommodation. Normal colour vision shall be tested by Ishihara test chart. Distance Vision unaided 0.5*(6/12) in each eye or 0.67*(6/9) in better eye and 0.33*(6/18) in other eye.
- (e) Non-judicial stamp paper worth Rs 100/- only (preferably 1 x Rs 100/- otherwise 2 x Rs.50/- or 4 x Rs.25/-) for undertaking and indemnity bond (Encl.: E). Please note that print out on the stamp paper will be provided by the Institute.
- (f) Police Verification certificate from competent authority [i.e. Superintendent of Police and above] (Format F).
- (g) Parent / Guardian Consent Form (Encl.: G)
- (h) Four attested copies of “proof of nationality” of the candidate.

Note. Applicants admitted are required to apply for allocation of Indian National Database of Seafarers (INDoS) number from the Directorate General of Shipping within 15 days of joining. A pre-requisite for application for INDoS is a valid Passport. Applicants are therefore to be in possession of a valid Passport. Candidates are required to pay INDoS fees Rs.1416/- (including GST) through online on joining date.

7. **Course Fees.** The course fee for the pre-sea training, as prescribed from time to time will include development fees, tuition fees, simulator fees, TAR Book fees and other training fees including library fees, boarding, lodging, uniforms, books, stationery, marine workshop fees etc. and will be borne by the applicant.

Total fees for an Academic Year	Fee Payable per semester				
	Odd Semester				Even Semester
	Registration Fee	Programme Fee	1 st Semester Fee	Caution Deposit (Refundable)	2 nd Semester Fee
₹ 3,60,000/-	₹ 10,000/-	₹ 25,000/-	₹ 1,62,500/-	₹ 20,000/-	₹ 1,62,500/-

8. All above mentioned First Semester fee paid through separate Demand Drafts in the name of "Indian Maritime University, Mumbai Port Campus" payable at Mumbai or Online Transfer (NEFT/IMPS).
9. Second Semester fee will be paid before the time of joining second semester. Examinations & CDC fees @ Rs.20,000/- to be paid by candidates as and when demanded.
10. Both the installments of the course fee are payable through crossed Demand Drafts / Bank Pay Orders drawn in favour of "Indian Maritime University – Mumbai Port Campus" payable at Mumbai or Online Transfer (NEFT/IMPS). No other mode of payment including Cheque, Cash, Insured Cover or Money Order will be accepted under any circumstances.

11. **IMPORTANT NOTES.**

- (a) The above - course fees may be revised by the IMU. In case decision of enhanced course fee is applicable to those under training at that time, the difference of amount will have to be paid before the specified time by the applicant.
 - (b) For whatever reason, if the training extends beyond the stipulated period, extra payment will have to be made as per the decision of the IMU.
 - (c) Course fees, once paid is not refundable, partly or otherwise, under any circumstances. Fees for any modular course or value-added courses will be charged extra.
12. **Caution** Particulars furnished should be correct in all respects. Any suppression of truth, misrepresentation of facts or furnishing false / incorrect information by the candidate in any of the essential requirements at any stage, will result in rejection of candidature / cancellation of admission / removal from training and forfeiture of course fees.

13. **General Points.**

- (a) Hostel residence is compulsory. Uniform is to be worn at all times during training. Hence, very few civilian clothes are to be brought. Cadets should bring dark coloured trousers, full sleeve plain shirts, one orange coloured boiler suit and two white turkish towels. White half sleeves shirts, black trousers, black socks and black shoes are to be brought and worn till uniform is issued.

- (b) For P.T. and games etc., Cadets should bring one pair of canvas shoes of heavy-duty type and one swimming trunk.
- (c) Mattresses, bed sheets, pillows and pillow-covers will be supplied to each Cadet on the date of joining for use during the course.
- (d) Cadets should bring their own Drawing Instrument Set, Mini-drafter, Clips, Drawing Board, Calculator and other required stationery items at the time of joining the course. Drawing Sheets will be provided by the Institute. Laptop may be brought by the student for personal use.
- (e) Consumption of drugs, alcohol or other intoxicants is strictly prohibited, may result in expulsion from training.
- (f) Ornaments or other valuables are NOT allowed to be kept in the Hostel.
- (g) No kind of electrical and electronic equipment / appliances are allowed to be kept in the Hostel. Educational aids may be permitted with the permission of the Institute.
- (h) Cadets are NOT allowed to keep / use motor vehicles / bikes in the campus.
- (i) Cadets are advised NOT to keep more than about Rs.2,000/- in cash with them. Excess cash can be deposited by opening account with the State Bank of India or any other bank convenient to the Cadet.
- (j) Medical and Hospital facilities are available at Cadet's / sponsoring company's cost.
- (k) Cadets are normally permitted "Shore Leave" (to go out of the Campus) only on Sundays and Holidays between 0900 Hrs. and 2100 Hrs.
- (l) Cadets are NOT allowed to stay out at night under any circumstances. Parents are advised NOT to make any request for the same.
- (m) Visitors are permitted on working days during specified times only.
- (n) Cadets will be required to make their own arrangement to meet the following expenditure during their training period in IMU-Mumbai Port Campus (MERI, Mumbai): -
 - (i) Laundry for civilian clothes to be paid to the laundryman.
 - (ii) Expenses for journey to and from home during vacation, and outgoing during shore leave.
 - (iii) Cadets are to follow Model Code of Conduct as per IMU Circular No. 1808, Dated 15-10-2018 during staying in the campus.

Address.

Postal : INDIAN MARITIME UNIVERSITY,
MUMBAI PORT CAMPUS,
(MARINE ENGINEERING & RESEARCH INSTITUTE)
HAY BUNDER ROAD, SEWRI,
MUMBAI - 400 033.

Phones : +91 7021710074

E-Mail : infomeri@imu.ac.in

Website : www.imu.edu.in

DETAILS OF DOCUMENTS, FEE AND DATES FOR PAYMENT / SUBMISSION

Sponsored Candidates :

Sr. No.	Description	Time line
01.	Last date for the receipt of applications from the candidate	08 th August, 2022
	Last date of submit application processing Fees Rs.1000/-	
	Last date of submission Registration Fees Rs.10,000/-	
02.	Certificate Verification	18 th August, 2022
03.	Last date for payment of 1 st Semester fees, Program Fee & Caution Deposit	26 th August, 2022
04.	Last date for payment of INDoS Fee	01 st September, 2022
05.	Date of Commencement of classes	01 st September, 2022

Non-Sponsored Candidates :

Sr. No.	Description	Time line
01.	Last date for the receipt of applications from the candidate	08 th August, 2022
	Last date of submit application processing Fees Rs.1000/-	
02.	Documents Verification / Interview / selection process	22 nd August, 2022
03.	Announcement of list of candidates who have to selected by Interview	23 rd August, 2022
04.	Last date for payment of Registration Fees Rs.10,000/-	24 th August, 2022
05.	Last date for payment of 1 st Semester fees, Program Fee & Caution Deposit	29 th August, 2022
06.	Last date for paid INDoS Fee	01 st September, 2022
07.	Date of Commencement of classes	01 st September, 2022

Candidates are instructed to pay fees by Demand Draft in favour of "Indian Maritime University, Mumbai Port Campus" payable at "Mumbai" or through online in the following account :

Fees	Amount (Rs.)	Bank Account Details
Application Processing Fee	Rs.1,000/-	Account Name : Indian Maritime University, Mumbai Port Campus Account No. : 37107435531 Bank Name : State Bank of India Branch Name : Byculla Branch Account Type : Current IFSC Code : SBIN0000343
Registration Fee	Rs.10,000/-	
Programme Fee	Rs.25,000/-	
1 st Semester Fee	Rs.1,62,500/-	

Caution Deposit (Refundable)	Rs.20,000/-	Account Name : Indian Maritime University, Mumbai Port Campus Account No. : 37107488801 Bank Name : State Bank of India Branch Name : Byculla Branch Account Type : Saving IFSC Code : SBIN0000343
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Note. All applicant are requested to visit IMU, Mumbai Port Campus website : www.imu.edu.in & www.imumumbaiport.ac.in for regular updates.

Contact:

For any clarification please send an e-mail to: infomeri@imu.ac.in

Or Call : +91-22-23757045 / +91-7021710074