



**Indian Maritime University, Chennai Campus**

**JOINING INSTRUCTIONS TO THE STUDENTS OF**  
**B. TECH (MARINE ENGINEERING), B.SC(NAUTICAL SCIENCE & DNS)**  
**IMU, CHENNAI CAMPUS**

**Candidates Joining B. TECH (Marine Engineering), B.SC(Nautical Science) & DNS Course in IMU, Chennai Campus should bring the following items at the time of admission. (26-07-2019 to 31-07-2019)**

1. **Following original Certificates / Documents:**
  - a. Proof of Age (Birth Certificate / SSLC / equivalent mark sheet)
  - b. Higher Secondary Certificate or equivalent mark sheet
  - c. Community Certificate as per Govt approved Format (OBC – NCL / SC / ST)
  - d. Economically Weaker Section Certificate
  - e. Transfer Certificate or Migration Certificate
  - f. Copy of Provisional Allotment cum confirmation letter
  - g. Allotment Letter issued by IMU
  - h. Medical Fitness Certificate (DGS approved Doctor) – Refer Academic Brochure
  - i. Passport Size photos (08 Nos.)  
[Front view with both ears visible in light coloured shirt with dark background]
  - j. Photocopy of First Semester Fee (Demand Draft) & Caution Money (Demand Draft)
  - k. Copy of Aadhar Card
  - l. Copy of Passport
  - m. Domicile certificate for candidates allotted seats reserved for North Eastern States, J & K, Andaman & Nicobar Islands and Lakshadweep Islands
  - n. One set of self-attested copies of all documents

**NOTE:** Candidates should preserve enough numbers of Self attested copies of the documents and certificates (for their own use) before submitting the originals to IMU Chennai Campus. The original documents/certificates submitted will be returned to candidates only after completion of the course.

2. Demand draft towards first semester fee Rs 1,00,000/- drawn from any nationalized bank in favor of “**Indian Maritime University – Chennai Campus**” payable at **Chennai**
3. Another Demand Draft for Rs 20,000/- drawn from any nationalized bank in favor of “**Indian Maritime University –Chennai Campus**” payable at **Chennai** towards Caution Deposit (refundable on completion of the course in case of no other recovery).

4. Personal belongings as per the “Annexure-I” attached herewith.
5. Duly filled in parent/guardian consent form in the prescribed format which is attached as “Annexure-II”.
6. Duly filled in “Letter of Indemnity” in the prescribed format on **Non-Judicial stamp paper of Rs. 100/-**. Format of ‘Letter of Indemnity’ is attached as “Annexure-III”.
7. Duly filled in “Affidavit by the Student” in the prescribed format duly notarized is attached as “Annexure-IV”.
8. Duly filled in “Affidavit by Parent / Guardian” in the prescribed format duly notarized is attached as “Annexure-V”.

**LIST OF ITEMS TO BE BROUGHT BY CADETS WHILE JOINING**

i)	White Half sleeve shirts	3 Nos.
ii)	Black Trousers for B.Tech / White trousers for Nautical science	2 Nos.
iii)	Mattress cover (unbleached cotton)	2 Nos.
iv)	Plain Black socks for B.Tech / White socks for Nautical science	2 Pairs
v)	Bed sheet. Plain white – 225 cm. x 125 cm.	2 Nos.
vi)	Pillow cover, white cotton 70 cm. x 40 cm.	2 Nos.
vii)	Towel white 66 cm. x 121 cm.	1 No.
viii)	Sleeping suits light blue color	2 Nos.
ix)	Handkerchief, white cotton 40 cm. x 40 cm.	6 Nos.
x)	Locks Godrej Navtal – 6 levers with keys	2 Nos.
xi)	Coat Hangers – 30 cm./ with cross bar 9	6 Nos.
xii)	Pugree white – cotton, for Sikh cadets only	1 No.
xiii)	Mini pugree – cotton, for Sikh cadets only	1 No.
xiv)	Umbrella / Rain coat	1 No.
xv)	Medicated soap/Antifungal powder (if the cadet is advised to use the same)	1 No
xvi)	Scientific calculator (Non- programmable)	1 No.
xvii)	Compass Box	1 No.
xviii)	Swimming trunk	1 No.
xix)	Hair Net (for girl cadets)	4 Nos.
xx)	Set of Drawing Instruments & Drawing Board	1 Set.
xxi)	Boiler Suit (for cadets joining B.Tech (ME) Course)	2 Nos.
xxii)	Plain short and Plain T-Shirt for PT and Sports.	2 Pair.
xxiii)	Sport shoes, Lather shoes (Black) and sandal	1 Pair each
xxiv)	Toiletries as required including Shaving kit	1 Set



**INDIAN MARITIME UNIVERSITY, CHENNAI CAMPUS**

**Chennai-119**

**PARENT / GUARDIAN CONSENT FORM**

(Filling of all field is compulsory)

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

Category : GEN/SC/ST/OBC : ..... Blood group .....

E-mail of Cadet : .....

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 Parents

Cadets  
Photo

Cadet's Left  
hand thumb

Family photo with cadet & parents

In case parents are 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 : .....

Photograph and Sample Signature of Local Guardian's :

Signature of Guardian:

Photo of local  
Guardian

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

**UNDERTAKING & INDEMNITY BOND**

THE DIRECTOR,  
INDIAN MARITIME UNIVERSITY, CHENNAI CAMPUS,  
UTHANDI, CHENNAI-600 119.

Sir,

I, SHRI / KUM. \_\_\_\_\_ ROLL NO. \_\_\_\_\_ SON / DAUGHTER OF SHRI

\_\_\_\_\_ HEREBY AGREE TO GET ADMITTED FOR TRAINING IN THE INDIAN  
MARITIME UNIVERSITY, CHENNAI CAMPUS, (HEREINAFTER REFERRED TO AS "IMU-CC") 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-CC" FROM TIME TO TIME.
3. I SHALL FULLY ABIDE BY THE DECISIONS OF THE " IMU-CC "; 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, AND MY PARENTS / GUARDIANS DO HEREBY INDEMNIFY AND AGREE TO KEEP "IMU-CC" 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 "IMU-CC" 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 AND MY PARENTS / GUARDIANS 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 SHALL NOT BE ENTITLED TO CLAIM ANY COMPENSATION OR OTHER RELIEF FROM INDIAN MARITIME UNIVERSITY – CHENNAI CAMPUS OR FROM ANY PERSON IN THE SERVICE OF THE "IMU" 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-CC" OR IN OTHER ASSOCIATED ORGANISATIONS WHETHER IN CHENNAI 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-CC" AND STATEMENT OF ANY CLAIM AND / OR ACCOUNT MADE BY THE "IMU-CC" SHALL BE FINAL AND BINDING UPON MY PARENTS / GUARDIAN AND ME.
9. I AND MY PARENTS AGREE THAT THE IMU-CC IS IN NO WAY RESPONSIBLE FOR ASSISTING / ARRANGING, EMPLOYMENT / PLACEMENT AND WE OR OUR LEGAL REPRESENTATIVE WILL NOT HOLD THE IMU-CC IN ANY WAY RESPONSIBLE FOR EMPLOYMENT / PLACEMENT

YOURS FAITHFULLY,

SIGNATURE OF THE CANDIDATE.

WE AGREE TO THE ABOVE CONDITION

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 RS 100/- ONLY.

**AFFIDAVIT BY THE STUDENT**

- 1) I, \_\_\_\_\_ (full name of student with admission / registration / enrolment number) s/o d/o Mr/Mrs/Ms \_\_\_\_\_, having been admitted to \_\_\_\_\_ (name of the institution). have received a copy of the UGC Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009, (hereinafter called the "Regulations") carefully read and fully understood the provisions contained in the said Regulations.
- 2) I have, in particular, perused clause 3 of the Regulations and am aware as to what constitutes ragging.
- 3) I have also, In particular, perused clause 7 and clause 9.1 of the Regulations and I am fully aware of the penal and administrative action that is liable to be taken against me in case I am found guilty of or abetting ragging, actively or passively, or being part of a conspiracy to promote ragging.
- 4) I hereby solemnly aver and undertake that
  - a. I will not indulge in any behavior or act that may be constituted as ragging under clause 3 of the Regulations.
  - b. I will not participate in or abet or propagate through any act of commission or omission that may be constituted as ragging under clause 3 of the Regulations.
- 5) I hereby affirm that, if found guilty of ragging, I am liable for punishment according to clause 9.1 of the Regulations, Without prejudice to any other criminal action that may be taken against me under any penal law or any law for the time being in force.
- 6) I hereby declare that I have not been expelled or debarred from admission in any institution in the country on account of being found guilty of, abetting or being part of a conspiracy to promote, ragging, and further affirm that, In case the declaration is found to be untrue, I am aware that my admission is liable to be cancelled.

Declared this \_\_\_\_\_ day of \_\_\_\_\_ month of \_\_\_\_\_ year

\_\_\_\_\_  
Signature of deponent  
Name:

**VERIFICATION**

Verified that the contents of this affidavit are true to the best of my knowledge and no part of the affidavit is false and nothing has been concealed or misstated therein.

Verified at \_\_\_\_\_ on this the \_\_\_\_\_ of \_\_\_\_\_,  
(place) (day) (month) (year)

\_\_\_\_\_  
Signature of deponent  
Name:

Solemnly affirmed and Signed in my presence on this the \_\_\_\_\_(day) of \_\_\_\_\_(month), \_\_\_\_\_(year) after reading the contents of this affidavit.

OATH COMMISSIONER

**AFFIDAVIT BY PARENT / GUARDIAN**

1) I, Mr /Mrs /Ms \_\_\_\_\_

(Full name of parent/ guardian) father/ mother / guardian of (full name of student with admission/registration/enrolment number), \_\_\_\_\_ having been admitted to \_\_\_\_\_

\_\_\_\_\_ (name of the institution). have received a copy of the UGC Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009, (hereinafter called the "Regulations") carefully read and fully understood the provisions contained in the said Regulations.

2) I have, in particular, perused clause 3 of the Regulations and am aware as to what constitutes ragging.

3) I have also, In particular, perused clause 7 and clause 9.1 of the Regulations and am fully aware of the penal and administrative action that is liable to be taken against my ward in case he/she is found guilty of or abetting ragging, actively or passively, or being part of a conspiracy to promote ragging.

4) I hereby solemnly aver and undertake that

a. My ward will not indulge in any behavior or act that may be constituted as ragging under clause 3 of the Regulations.

b. My ward will not participate in or abet or propagate through any act of commission or omission that may be constituted as ragging under clause 3 of the Regulations.

5) I hereby affirm that, if found guilty of ragging, my ward is liable for punishment according to clause 9.1 of the Regulations, Without prejudice to any other criminal action that may be taken against my ward under any penal law or any law for the time being in force.

6) I hereby declare that my ward has not been expelled or debarred from admission In any institution In the country on account of being found guilty of, abetting or being part of a conspiracy to promote, ragging, and further affirm that, In case the declaration is found to be untrue, the admission of my ward is liable to be cancelled.

Declared this \_\_\_\_\_ day of \_\_\_\_\_ month of \_\_\_\_\_ year

Signature of deponent \_\_\_\_\_

Name:

Address:

Telephone / Mobile No.:

**VERIFICATION**

Verified that the contents of this affidavit are true to the best of my knowledge and no part of the affidavit is false and nothing has been concealed or misstated therein.

Verified at \_\_\_\_\_ on this the \_\_\_\_\_ of \_\_\_\_\_, \_\_\_\_\_  
(place) (day) (month) (year)

\_\_\_\_\_  
Signature of deponent Solemnly

affirmed and Signed in my presence on this the \_\_\_\_\_(day) of \_\_\_\_\_(month), \_\_\_\_\_(year) after reading the contents of this affidavit.

OATH COMMISSIONER