



INDIAN MARITIME UNIVERSITY
(A CENTRAL UNIVERSITY)
CHENNAI

IMU-HQ/C/12/18/1/Feb-2020/CET/COUN

Date: 04.02.2020

PROVISIONAL SEAT ALLOTMENT – SECOND LIST

Dear Candidate,

We are glad to inform that you have been provisionally allotted seat for admission to _____ Programme (Batch 2020-21) into _____ Campus of **INDIAN MARITIME UNIVERSITY** based on your rank in IMU's Feb 2020 CET, your Category, your preferences of Programme- Campus as made by you through Online Counselling, and the availability of seats.

Application No: _____ Category: _____

CET Rank: _____ Category (Seat allotted): _____

Stage II - (Confirmation of Seat Allotted):

You have reached the Stage II of the Admission process. In this stage you will be required to confirm the acceptance of your allotted seat. The following process has to be followed:

1. Log-in using your User ID/Application No.
2. Download the '**Provisional Allotment** Letter'.
3. Confirm acceptance of the Allotted Seat, by **making Online Payment** of the **Programme Fee of Rs. 25,000/- (non-refundable)**. (Last date for acceptance of seat is **07.02.2020, 14.02.2020** and **21.02.2020** for the first, second and third list respectively).
4. If the Programme Fee **is not paid** before the prescribed date, then you shall be **treated as a 'drop out'** and you shall :
 - (a) **forgo the seat allotted,**
 - (b) **forfeit the Counselling Fee of Rs. 10,000/- and**
 - (c) **will not be considered for upgradation of preference of the Programme-IMU Campus (if applicable).**

That is, the allotted seat to the candidate will be cancelled, and cannot lay any claim over the seat at a later date, will not be considered for upgradation nor can claim a refund for the Online Counselling Fee of Rs. 10,000/-.

5. On successful online payment of the Programme Fee of Rs.25,000/-, you will be informed about the period during which you have to report before the Director of the Campus allotted to you, for (i) verification of original documents, (ii) confirmation of medical fitness and (iii) payment of the first Semester Fees in full. Certificate Verification is likely to be between **02.03.2020 to 05.03.2020**.
6. If the allotted seat is not your First Preference in the Second Admission List then you may likely get upgraded on the basis of availability of seat in subsequent Admission List (if any). **In order to get upgraded, you should first accept the seat allotted as per the Second Admission List by successfully paying Programme Fee of Rs. 25,000/-.**
7. IMU may draw up the subsequent **Admission List(s)** of selected candidates in place of the 'dropouts' vide para 4 above, i.e. those who failed to pay the Programme Fee of Rs. 25,000/- within the prescribed time limit. 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).

This **Allotment Letter** is strictly **provisional** and subject to (i) Online payment of the Programme Fee within the prescribed time and (ii) Verification of your Original Certificates, Medical Fitness and payment of the Semester fees just before joining. [Please see **Annexure A**].

Controller of Examinations

Annexure A
INSTRUCTIONS TO MBA CANDIDATES

1. Verification of Original Certificates

The candidate should produce the following original certificates/documents for verification:

- *Proof of Age - Birth Certificate/SSLC or equivalent marksheet.*
- *Higher Secondary School or equivalent marksheet.*
- *Under Graduate Statement of Marks of all semesters.*
- *Provisional Certificate (or) in its absence Statement of Marks of all Semesters of the Undergraduate Programme showing that the candidate has passed all the subjects.*
- *Community 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.*

- * **Note:** (i) *The Candidate have to produce the Provisional Certificate or Statement of Marks during Certificate Verification. In the absence of both, the Candidate will have to produce a letter from the Principal/University Authority that their result will be declared on or before 30.08.2020 and that the candidate has no arrears till last semester.*
- (ii) *They have to produce an undertaking that in the event of non-clearing of subjects and non-producing of the provisional certificate by 30.08.2020, they have to forgo the seat as well as fees (Counselling fees of Rs.10,000/, Programme Fees of Rs.25,000/- and Semester Fees, if any) paid by them. (Annexure-III).*
- (iii) *The Candidate will be required to submit the Provisional Certificate on or before 30.08.2020.*

2. Medical Fitness certificate

Medical Fitness Certificate for PG courses such as MBA (PSM), MBA (ITLM) and M.Sc (CSL) can be obtained from any Registered Medical Practitioner.

3. Programme Fee

Candidates shall pay the prescribed Programme Fee of **Rs. 25,000/- (Non-refundable)** - through Online mode (Net Banking/Credit Card/Debit Card) ((Last date for acceptance of seat is **07.02.2020**, **14.02.2020** and **21.02.2020** for the first, second and third list respectively))

The Programme Fee is payable to IMU each year - at the beginning of the Academic year - till the completion of the Programme.

4. **Semester Fees**

The following Semester fees are payable for the 1st and 2nd semester:

Sl. No	Name of the Programme	Fees for 1 st Semester *	Fees for 2 nd Semester *
1	MBA (Port & Shipping Management)	Rs. 87500/-	Rs. 87,500/-
2	MBA (International Transportation & Logistics)	Rs. 87,500/-	Rs. 87,500/-

* Fees under Revision

Semester fees for the 1st semester should be paid in full after completion of verification process. Semester fees for the 2nd semester are payable on the date of commencement of the 2nd semester.

5. **Caution Deposit**

Candidates joining IMU campuses will have to pay a Caution Deposit of **Rs.20,000/-** which will be refundable at the end of completion of course in case of no loss to the property of the institution.

6. **Hostel Facility**

These are non-residential Programmes. However, availability of Hostel may be checked with the IMU Campus in which seat is allotted. Additional charges for boarding and lodging are applicable.

7. **General**

If a candidate paying his Counselling Fee, Programme Fee and the Semester Fees for the first semester withdraws from the University, then he shall not be entitled to the refund of the Admission Registration fee, Programme Fee and the Semester Fees paid by him under any circumstances.

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.