



भारतीय समुद्री विश्वविद्यालय
INDIAN MARITIME UNIVERSITY
(Central University, Govt. of India)

Ref: IMU/ AS/ Online Counselling/ 2015

Date: 29 July 2015

CIRCULAR NO – 1533

Sub: Non – Inclusion of Names of candidates in the List of names –
Online Data Entry portal of IMU's Web-based software – Reg.

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As the process of Online Data Entry by Affiliated Institutes with respect to Directly Admitted candidates is under way, many queries are being received with regard to non – inclusion of names of certain candidates in the list of candidates available on the Online Data entry portal of IMU's Web-based software, due to which the Affiliated Institute is unable to capture the details with respect to such candidates. The names of such candidates not being visible to Affiliated Institute could be for the reason that they have been allotted seats either in First List or Second Admission List of IMU.

In such cases the procedure to be adopted would be as follows:

- a) The Affiliated Institute would be required to obtain a declaration from such candidate as per format enclosed in original in two copies, and send one original declaration by post to COE, IMU HQs and a scanned copy of the same through Email to the email address -coe@imu.co.in along with a letter from the Principal of the Institute.

- b) Simultaneously the candidate will also be required to send the second copy directly through post to COE, IMU HQs and send a scanned copy through their personal Email ID to the email address coe@imu.co.in

All such cases need to be forwarded before 5:00 PM on Friday 07 August 2015. Once IMU has satisfied itself about the genuineness of such declarations, the names of these candidates will be made available to the Affiliated Institutes on the Online Data Entry Portal. Any request received beyond 07 August 2015 will not be entertained.


REGISTRAR

Annexure to Circular - 1533

DECLARATION

I, _____ CETA No. _____

Rank _____, do hereby declare that I was allotted seat

for _____ Programme at _____

(IMU Campus/ Affiliated Institute) in the First/ Second Admission List.

I hereby declare that I am willing to forgo the seat allotted to me as mentioned above.

Signature of the Candidate