

Instructions for IMU-CET (2024) Registration/Admissions

1. Please go through the following instructions carefully.
2. Please go through the [Prospectus 2024-25](#) and [FAQ](#) documents before applying.
3. The candidate shall be solely responsible for any loss or hardship caused to him due to his non-reading of the documents or non-adherence to these instructions.
4. The candidate is requested to visit IMU's website (<https://www.imu.edu.in>) periodically to keep track of new announcements and changes if any.
5. Please use a Desktop / Laptop for filling the online application form. Mobile devices may not be compatible for viewing and filling up the forms.
6. This site is best viewed with screen resolution of 1024x768 pixels or higher, using latest versions of standard Web Browsers like Internet Explorer / Microsoft Edge / Mozilla Firefox / Google Chrome.
7. If you have any difficulty in filling the online application form, please send an email to cet24@imu.ac.in indicating the problem faced. Mails to any other email account will not be answered.
8. Candidates seeking admissions to the following programmes of IMU have to register in the admissions portal:

FOR ONLINE FORM FILLING

SHIVGANESH COMPUTER

MATA MAHAKALI ROAD, RANGAAI COMPLEX, MALKAPUR

PRO. SHIVSHANKAR S. SAMBARE

9822422865

(a) UG Programmes:

- (i) B.Tech (Marine Engineering, 4 years.)

- (ii) B.Tech (Naval Architecture & Ocean Engineering, 4 years)
- (iii) B.Tech (Naval Architecture & Ship Building, 4 years)
- (iv) B.Sc (Nautical Science, 3 years)
- (v) DNS (Diploma in Nautical Science, 1 year) Aug 2024 Batch
- (vi) DNS (Diploma in Nautical Science, 1 year) Feb 2025 Batch

(b) PG Programmes:

- (i) M.Tech (Naval Architecture & Ocean Engineering)
- (ii) M.Tech (Dredging & Harbour Engineering)
- (iii) M.Tech (Marine Technology)
- (iv) MBA (International Transportation & Logistics Management)
- (v) MBA (Port & Shipping Management)

9. To see the list of IMU Campuses and the Programmes offered, [CLICK HERE](#).

10. To see the list of Affiliated Institutes and the Programmes offered, [CLICK HERE](#).

11. To see the list of Non-Affiliated Institutes [\[CLICK HERE\]](#). ([CLICK HERE](#))

12. To see the Educational Qualifications and Medical Standards required for admissions to UG/PG Programmes, [CLICK HERE](#) & [CLICK HERE](#)

13. The crucial date for the application of the Age criterion shall be 01.08.2024 for August 2024 Batch (for all UG Programmes) and 01.02.2025 for Feb 2025 Batch (for DNS Programme).

14. The last date for Online Registration is 06.05.2024 till 11.59 pm; however, candidates are advised to complete the process well in time as the payment clearance may take 2 or more hours in some cases.

15. The generation of OTP for e-mail and phone number validation, sometimes gets delayed due to various reasons. Kindly wait for at-least 5 mins for the OTPs to arrive, if it is not received immediately.

16. Kindly ensure the following:

(a) Maximum Marks and Obtained Marks are correctly entered. Please do not convert to percentage as the system will automatically convert the marks in percentage.

(b) Correct School Board Names are selected for 12th Std. and Std. 10th

(c) Equivalent Percentage Marks are entered if the Grade Points are shown in the mark-sheet

(d) Decimals are limited to 2 decimals, without rounding off.

(e) Year of Passing for 12th Std. is correctly picked.

(f) Category (if applicable) is correctly filled.

(g) Correct NCC Certificate details are filled (if applicable).

17. NCC candidates should not upload irrelevant documents in place of NCC A/B/C certificates. Such candidates may get rejected. Hence such candidates are required to upload the correct certificate. The following are not accepted as valid NCC certificate: Weightage Certificate, Camp attending Certificate, certification from an officer stating that result is awaited, school certificate, any other document other than NCC certificate, any document which indicates engagement in NCC activity but not the certificate and wrong claim certificate (e.g. uploaded B certificate, but claimed A certificate).

18. If you have selected the option of 'Others' for any entries, such as School Board Name, clearly enter the details for the same and do not use unknown abbreviations. Before selecting the option of "Others" make sure that your board name is not available in drop-down menu.

19. Once the form filling is complete in all aspects, complete the process by clicking Confirm Button at the end.

20. Candidates whose results are awaited can apply using RESULTS AWAITED option.

21. All 'Results Awaited' Candidates who are applying for PG courses i.e. MBA & M. Tech having any backlog in semesters other than final semester cannot apply.

22. If 12th Std. mark-sheet has both 11th and 12th Std. marks (as in the case of Andhra Pradesh, Telangana and Kerala), only 12th Std. marks are to be entered. You should not enter 11th Std. Marks OR Total Marks OR combination of 11th and 12th.

23. If any mismatch is noted between the entered marks and the marks shown on the original mark-sheet at any stage, the candidate may not be admitted. Hence, it is important that all entries are thoroughly verified for correctness.

24. The screen-shot of provisionally declared results from the board website/ digi-locker marksheets will be accepted for uploading. However,

during Certificates Verification at the time of admission when selected, the candidate is required to carry all originals.

25. Candidates seeking admission to DNS Feb 2025 Batch in Affiliated Institutes also will have to register in admission portal.

26. Application Registration Fee: Rs.700/- for candidates from SC/ST category and Rs.1000/- for all others (General, General-EWS and OBC-NCL). Application Registration Fee is non-refundable.

27. The registration process is divided into two parts:

(a) Basic Registration - This is for generating the Application Number and Password

(b) Detailed Registration – This has following steps:

(i) Capturing further details on Personal Information,

(ii) Academic Details

(iii) Documents Upload (Photo Signature and necessary marksheets / certificates).

(iv) Making the Online Payment.

Note: Basic Registration does not mean the candidate has successfully submitted the Application Form. Only after completing the Detailed Registration with online payment towards Application Registration Fee, the Application Form submission is completed successfully. On successful submission, the Candidate will get an email to their registered email address stating the same.

28. Please note that fields marked with asterisk (*) are mandatory in the Registration Form.

29. After the 'Basic Registration', the system will generate Application Number and Password, which will be communicated to the Candidate through Email and SMS.

30. Candidates shall upload the scanned copy of the following documents at the time of Detailed Registration:

(a) Passport size photograph

(b) Signature of the candidate

- (c) 10th Standard Mark Sheet
- (d) 12th Standard Mark Sheet (wherever applicable)
- (e) UG Degree Mark Sheet / Certificate (wherever applicable).
- (f) Category Certificate in respect of SC / ST / OBC (NCL) candidates.
- (g) Economically Weaker Section Certificate in respect of General-EWS Candidates.
- (h) NCC Certificate (if applicable)
- (i) Special State / Nativity Certificate (if applicable)
- (j) MEO-I / COC Certificate (Applicable for MTech candidates who are Seafarers).

31. OBC-NCL/GEN-EWS certificate should have been issued on or after 01.08.2023. EWS certificate should have four conditions mentioned as given in Govt. of India format. Kindly refer Prospectus for the specified formats. Candidates applying through reserved categories are to ensure that their community names appear in CENTRAL LISTS, failing which they can be rejected inspite of possession of category certificates.

32. After successful completion of the Detailed Registration, the submitted Registration Form will be available for download. The candidates are requested to take a print out of the same for future reference and record.

33. Please note that the Bank Service Charges / Payment Gateway Charges for making the Online Payment Transaction are to be borne by the candidate only.

34. Candidates need not submit any hard copy of the application to IMU.

35. After the final submission of Registration Form with online payment towards Registration Fee, no changes are allowed in the details submitted in the form. Therefore, it is important that the candidates fill in the details in the form carefully. If a candidate fails to adhere to the instructions and makes mistake while filling the form, he/she will have to fill in the IMU Registration Form afresh. No refund of Registration Fee is allowed in such

cases. Any candidate having more than one registration, the latest will be considered.

36. Candidates will be able to download the CET Rank Certificate after the CET results are declared. The date of result declaration and Rank Certificate download facility will be intimated on website. **Please note that the Rank Certificate download will be available till the time admission process is active. Any request for providing Rank Certificate later will not be entertained.**

37. Notwithstanding the fact that a candidate's Online Registration may have been successful, if any inadequacies or discrepancies or false claims are detected in the entries made or documents uploaded at the time of the Online Registration and/or in the original documents produced, if any, subsequently and/or in the Original documents produced at the time of Certificates Verification, IMU reserves the right to disqualify the candidate from admission.

38. Canvassing in any form will disqualify the candidates.

39. Legal disputes, if any, shall lie within the jurisdiction of Courts based in Chennai city only.

40. IMU reserves the right to amend the method of ranking/ dates due to any administrative / unforeseen circumstances.

41. Candidates applying on the basis of CUET may note that they may be considered only if there are residual seats left after allotment of regular three lists since IMU-CET candidates are preferred for allotment of seats. Hence a candidate should appear in IMU-CET 2024 to have a better chance to get the desired seat.

42. The candidates who wish to apply on the basis of CUET scores for UG (except BBA) are not required to apply in this portal and should apply later during Spot Counselling registration for UG Programmes (except BBA).