



IMMRI B SCHOOL

[Govt university UGC approved, NAAC accredited A grade]

APPLICATION FORM FOR ENROLLMENT

Instructions:

Please read carefully all the pages of this form before filling.

Please complete the form in full.

Please state N/A, if not applicable.

Please provide 3 passport size photographs.

Form must accompany copies of supporting documents.

1. Course Applied :
2. Specialization :
3. Name Mr./Ms. :
4. Date of Birth : Age :
5. Nationality : Passport Number:
6. Residential Address :
7. Telephone Number : Mobile Number:
8. Email :
9. Highest Qualification:
10. Awarding Body :
[University, State Board, etc]
11. Name of the Parent/ Guardian:
Mr./Ms.....
12. Relationship with the Student:
13. Academic Record:

BOARD/ UNIVERSITY/INSTITUTE	QUALIFICATION	YEAR OF PASSING	% of MARKS

14. Declaration:

I hereby declare that the information provided by me is true and correct to the best of my knowledge. I understood that in case of withdrawal from the Course, I will not be entitled to claim any refund. I have clearly understood the terms and conditions along with this enrollment form and initialed against the clauses.

Date

Signature of Applicant

TERMS & CONDITIONS

1. The "Application form for Enrollment" is the Enrollment agreement between the applicant and IMMRI, Kochi – 682016.
2. This agreement constitutes and expresses the entire understanding between the Applicant and IMMRI.
3. IMMRI is an Authorized Institute to conduct (Shipping, Logistics and Port Management) Courses of Periyar University, Salem which awards its Degree/Diploma Certificate after conducting the qualifying examination.
4. IMMRI conducts classes for the regular batch students and all the students require attending, lecture classes, test, assignments, practical visits and internship.
5. Enrollment for the Course together with the required fees creates a binding agreement to follow the course in full.
6. IMMRI reserves the right to admit or to refuse admission to any student at its sole and absolute discretion; and/ or require a student to leave the course at any stage, if the student does not fulfill any of the requirements as laid down by the Institute from time to time.
7. IMMRI reserves the right to instruct a student to leave a Course at any stage if the Student fails to pay the fees as scheduled. .
8. If the Student changes the Course during the term of study, no refund will be given for the revised course. Additional fees will be charged if the change involves an increase in the number of subjects over that of the original enrollment.
9. It is the responsibility of the student to ensure that they fully comply with the enrollment requirements.
10. Original mark sheets of 10th & 12th with original Migration certificate will be required to be sent to the University for Verification Purpose which would be returned after verification.
11. IMMRI reserves the right to schedule the time- table and to provide expert faculty members to handle the subjects.
12. In Final year result awaited case, candidates must submit their final mark sheet of 12th/Degree course within one week after o the receipt of the mark sheet / no later than last date given by respective Board. The admission to the respective program shall remain provisional till the original documents are submitted.
13. ATTENDANCE GUIDELINES :The student agrees to maintain a minimum of 80% attendance during the entire tenure of the course/program per semester, failing which the Institute may at its absolute discretion take such disciplinary action as it may deem fit, including disallowing the student to take up the exams and the campus interview.
14. It is mandatory for the IMMRI's students to follow the Dress Code as advised, failing to follow which, the student, may be deprived from entering the Institute's premises or formal lectures.

15. IMMRI reserves the right to change or amend the rule, regulation, venue, exam date, exam centre, dress code, syllabus, class timings at any moment during the curriculum as per the discretion with the university.

16. PLACEMENTS: The students who achieve 80% attendance and 60% of marks in the exam would qualify themselves for placements.

Date

Signature of Applicant