



JOINING INSTRUCTIONS
FOR
GENTLEMEN CADETS



भारतीय सैन्य अकादमी
Indian Military Academy



INDIAN MILITARY ACADEMY CREDO

**THE SAFETY, HONOUR AND WELFARE OF YOUR
COUNTRY COME FIRST, ALWAYS AND EVERY TIME.
THE HONOUR, WELFARE AND COMFORT OF THE MEN
YOU COMMAND COME NEXT.
YOUR OWN EASE, COMFORT AND SAFETY COME LAST,
ALWAYS AND EVERY TIME.**

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PART I - GENERAL INFORMATION

Introduction

1. The Indian Military Academy (IMA), Dehradun is one of the premier Institutions training Gentlemen Cadets (GCs) for commission into the Indian Army. The Academy is known for its glorious history and valiant traditions which not only are an integral part of the Nation's proud heritage, but also form an indispensable sheet anchor of Independent India's national security.
2. Through the portals of the IMA, with the Credo 'Veerta Aur Vivek' pass out the future Army officers of the Indian Army. The path of military leaders is paved with a challenging, exciting and an exacting service. The Academy is no soft option to glitz and glamour. It is an austere institution imparting rigorous training in leadership, self discipline and the art of war. The hallowed portals of this great institution boast of having bred the majority of the officer cadre of today's Indian Army.

Brief History

3. Founded in 1932 to fulfill the growing need for Indianisation, the IMA has grown from its First Course of 40 GCs to a planned capacity of 1200 GCs. Its professional fame places it alongside the finest, military training institutions of the world. The outstanding record of its alumni on battlefields around the world bear testimony to its fame as a cradle for future military leaders of the country.
4. One of the interesting features in the development of IMA is its expansion in January 1949 into Armed Forces Academy with an addition of Joint Services Wing at Clement Town, Dehradun, where Cadets of Army, Navy and Air Force were trained. On 1st January, 1950, the Armed Forces Academy in Dehradun was renamed as National Defence Academy.
5. In 1954, the Joint Services Wing of the National Defence Academy moved from Dehradun to Khadakvasla, Pune and Military Wing, which stayed back in Dehradun was renamed as Military College. In 1960, the Military College was given back its original name "Indian Military Academy".

Aim of Training

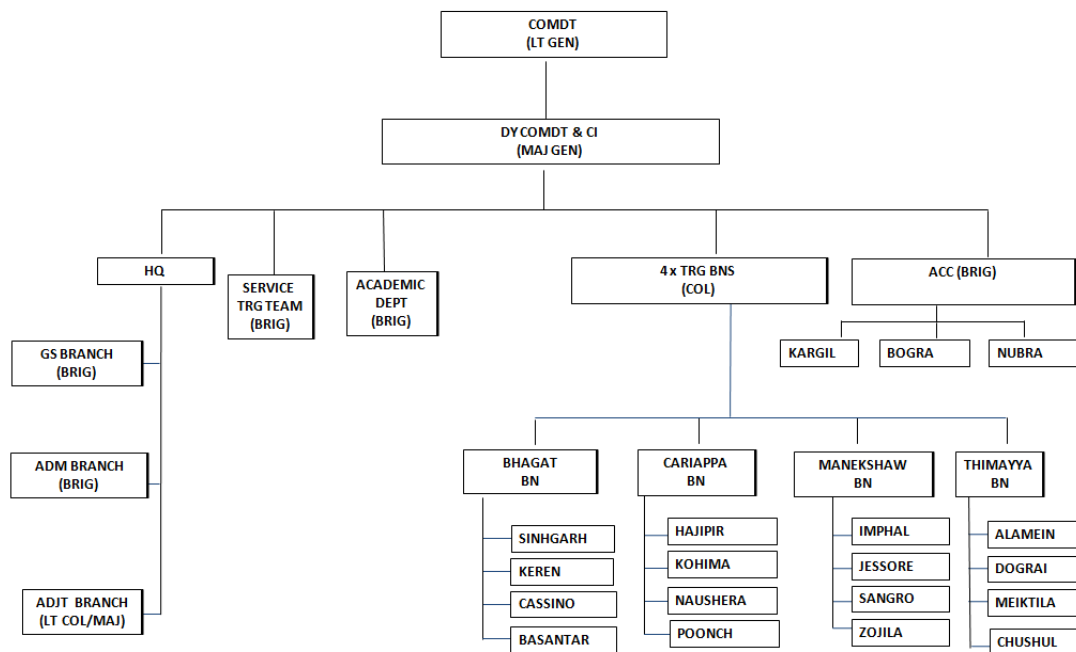
6. The training at IMA is aimed at the optimum development of intellectual, moral and physical qualities essential for leadership in the profession of arms. Training at the IMA inculcates those qualities of mind and heart, patriotism, character, dynamism, initiative and understanding that are the very basis of leadership in war as well as in peace.

Organisation and Layout

7. The Commandant of IMA is a Lieutenant General and Deputy Commandant & Chief Instructor is of the rank of Major General. IMA is broadly organised with a Headquarter, Instructional Teams, Training Battalions and Army Cadet College Wing. The Headquarter consists of General Staff Branch, Administrative Branch and the Adjutant's Branch. These are headed by Brigadiers except for the Adjutant's Branch which is headed by Lieutenant Colonel/Major. The Instructional Teams are sub divided into the Service Training Team and Academic Department headed by Brigadiers respectively.

8. There are four training Battalions viz, Bhagat, Cariappa, Thimayya and Manekshaw commanded by Colonels and assisted by Majors and Captains who are the Company and Platoon Commanders. Battalions are named after the Ex-Chiefs of the Army Staff except Bhagat Bn which is named after Lieutenant General PS Bhagat, VC – the first officer to be awarded with Victoria Cross and also was the Commandant of IMA. The Battalions are organized into four Companies each which are further sub-divided into three platoons each.

9. The Army Cadet College Wing is headed by a Brigadier is the fifth Battalion of IMA located in Tons Campus. It consists of three Companies with three platoons each and an Academic Department headed by a Principal. The latter is organised into various departments under the Humanities and Science Streams and each department is being headed by a Professor / Associate Professor.



Other/Cultural Aspects

10. **Location.** The IMA is located in Premnagar on the outskirts of Dehradun, a town in Uttaranchal about 250 kms from New Delhi. The Doon Valley lies between the Garhwal Himalayas and the Shivaliks. The average height of the valley is 600 meters above Mean Sea Level. The forested environment and pristine mountains in the backdrop form an ideal training environment for young GCs. It is believed that Dronacharya had his Ashram nearby and used the area for training his disciples in the art of war.

11. **Weather.** The Doon Valley enjoys a salubrious climate throughout the year. It has a short summer from mid April to June and a long wet monsoon from July to September. It is nice and pleasant during October and March but quite cold from November to February. Max summer temperature is around 42° C and min winter temperature is as low as 1°C.

PART II - INITIAL PREPARATION

Acknowledgment

12. Immediately on receipt of Joining Instructions, acknowledgement will be sent, as per format given at Appendix A with a copy to Adjutant IMA, Dehradun.
13. The following documents duly completed will be brought by the GCs and will be checked on arrival at the Academy :--
 - (a) Original/Ink signed Call Letter/Joining Instruction from Recruiting Directorate, Integrated Headquarters of Ministry of Defence (IHQ of MoD (Army)).
 - (b) Proof of Identity (Issued by Government Authorities, i.e, Voter Card, Aadhar Card, Driving License, Passport, PAN Card etc).
 - (c) Original Matric or equivalent certificate to support date of birth.
 - (d) Original Matric/class 10 marks sheet.
 - (e) Original class 12 certificate and marks sheet.
 - (f) Original Degree or Provisional Degree of Graduation from Recognized University.
 - (g) Original Degree marks sheets of all terms/semesters of Graduation.
 - (h) Original Degree or Provisional Degree for Post Graduation from a Recognized University, as applicable.
 - (j) Original marks sheets of all terms/semesters of Post Graduation, as applicable.
 - (k) Migration Certificate.
 - (l) Medical Certificate duly signed by Registered Medical Practitioner as per Appendix B attached.
 - (m) Parents Income Certificate as per Appendix C attached.
 - (n) Bond to be signed by the GCs parents/guardians as per Appendix D attached.
 - (o) Supplementary Agreement as per Appendix E attached (only in case of provisional admission of Direct Entry and for Technical Graduates Course and University Entry Scheme GCs). GCs with provisional admission have to submit/deposit a Demand Draft/Cash in favour of "**GCs FUND A/C**" for the duration of training **@ Rs. 10247/-per week**. (Actual dates for deposit of advance money will be calculated according to instruction at the time).

(p) Risk Certificate to be signed by Parents/Guardians of the candidate selected for training as per Appendix F attached.

(q) Risk Certificate to be signed by Candidates selected for training as per Appendix G attached.

(r) **PAN Card.** All candidates should be in possession of PAN Card at the time of joining this Academy. If not, then they should apply for the same immediately.

(s) **Aadhar Card.** All candidates should be in possession of Aadhar Card at the time of joining this Academy. If not, then they should apply for the same immediately.

(t) **Affidavit – Name Variation.** An affidavit duly signed by a Notary is required in case of discrepancy in name from the Matriculation Certificate. Name & Date of Birth as mentioned in the Matriculation Certificate will be treated as final. Specimen of Affidavit is at Appendix H.

(u) **Certificate on Joining.** Certificate duly signed by candidate as per Appendix L attached.

14. All documents will have to be completed and signed as per instructions given in the respective formats.

15. It has been our experience that a number of Candidates do not get the Bond (refer Appendix D) signed by their parents, prior to joining this Academy. This is NOT ACCEPTABLE. The following procedure will be followed for GCs who fail to produce the Bond :-

(a) All GCs who do not submit the Agreement Bond on joining will deposit 15 days training charges (**Rs. 10247/- per week**) to cover this period of training.

(b) If after first 15 days the Bond is still not received, the training charges will be recovered until the Agreement Bond is received (max upto 3 months).

(c) If the Bond is submitted, the GC will be refunded the cost of training deposited by him as given at Para (a) above. If the Bond is not submitted by the third month, the GC will be withdrawn from the IMA.

16. **Provisional Induction in the Indian Military Academy** - In case a GC is inducted as per Supplementary Agreement (Appendix E refers) and he is not able to produce requisite Education Qualification Certificate within 30 days of joining the Academy, he may be permitted to extend this period to a further 30 days provided he deposits an amount at the rate of **Rs. 10247/- per week**. In no case such extensions for submission of Education Qualification/Degree be permitted beyond three months. *If a GC admitted provisionally fails to deposit the requisite Education Degree within the above period, he will be automatically withdrawn from the Academy and the money deposited by him will be forfeited. No representation in this regard will be accepted thereafter.*

17. **Travelling.** The GCs are required to travel to Dehradun on their own expense. Reimbursement will be made at the present railway rate of Second Class Sleeper/Bus, on arrival at the Academy. All GCs will be in possession of Train/Bus tickets and supporting documents to claim the same. The rail and road communication to Dehradun is as under :-

(a) **Rail.**

S. No.	Train	From-To	Arrival at Dehradun
(i)	Bombay Express	Bombay VT-Dehradun	1735hrs
(ii)	Doon Express	Howrah-Dehradun	0710hrs
(iii)	Mussoorie Express	Delhi-Dehradun	0800hrs
(iv)	Shatabdi Express	New Delhi-Dehradun	1240hrs
(v)	Jan Shatabdi Express	New Delhi-Dehradun	2110hrs
(vi)	Janta Express	Varanasi-Dehradun	0640hrs
(vii)	Link Express	Allahabad-Dehradun	1310hrs
(viii)	329 Dn Lahori Passenger	Amritsar-Dehradun	1005hrs
(ix)	Saharanpur Passenger	Saharanpur - Dehradun	2020hrs
(x)	Ujjain Express/ Indore Express	Ujjain-Dehradun (Thu, Fri)/ Indore-Dehradun (Sun & Mon)	1900hrs
(xi)	Rapti Ganga Express	Gorakhpur-Dehradun (Thu & Sat)	1400hrs
(xii)	Uttranchal Express	Okha-Dehradun (Sat only)	1900hrs
(xiii)	Upasana Express	Howrah-Dehradun (Wed & Sat only)	1800hrs
(xiv)	Kathgodam Express	Kathgodam-Dehradun	0420hrs
(xv)	Chennai Express	Chennai-Dehradun (Sat only)	0500hrs
(xvi)	Rapti Ganga Express	Muzaffarpur-Dehradun (Tue)	1400hrs
(xvii)	New Delhi Dehradun AC Express	Delhi-Dehradun	0540hrs
(xviii)	Kochu Velly Dehradun Express	Kochu Velly-Dehradun (Sun Only)	2200hrs

Note : The above timings are subject to change. Refer latest Railway Time Table for exact timings.

(b) **Road.** Dehradun is well connected with various cities by road e.g. Delhi, Chandigarh, Agra, Meerut, Moradabad, Saharanpur, Lucknow and Ambala.

(c) **Air.** The nearest airport is Jolly Grant (approximately 45 km from IMA) connected with all major flights. However, reception is arranged only at bus stand and railway station. GCs travelling by air have to reach IMA under their own arrangement.

Medical

18. GCs will bring with them a Medical Certificate on the format attached at Appendix B signed by a qualified medical practitioner or a Military Medical Officer. In the absence of this certificate they will NOT be admitted in the Academy.

19. If a GC is exposed to any infection or contagious disease, before joining this Academy, he will inform the Adjutant, IMA. Under no circumstances he will join IMA, until permission to do so is obtained from competent Military Medical Authorities.

Clothing

20. GCs are required to bring with them following items of clothing for use till such time the clothing of Academy pattern is issued to them :-

(a)	Winter Sports Coat or Blazer (preferably Blue Colour)	---	1	}	Only for GCs joining in Jan
(b)	Woollen Trouser to be worn alongwith (a) above (preferably grey flannel)	---	1		
(c)	Pullover (White)	---	1	}	2 Full Sleeves
(d)	Shirt (White)	---	4		
(e)	Shorts (White)	---	2		
(f)	Black Brogue Shoes	---	1		
(g)	Bed Sheets (White)	---	2		
(h)	Towel Bath (White)	---	2		
(i)		---	4		
(j)	Socks Nylon (White Plain)	---	4		
(k)	Socks Nylon (Black Plain)	---	4		
(l)	Handkerchiefs	---	12		
(m)	Steel Box Black (Length 40" , Height 11" , Width 23")	---	1		
(n)	Turbans (for Sikh candidates only)	---	2 each		
					(Red, Black, Grey and Olive Green (OG))

Forbidden Articles

21. GCs are forbidden to bring any of the following items :-

- (a) PC, Laptop and any type of mobile phones, I Pads, Storage devices.
- (b) TV Sets or Music System.
- (c) Dogs or Pets.
- (d) Motor Cycle, Scooter, Bicycles or Car.
- (e) Air Guns, Pistols, fire arms and ammunition.
- (f) Private Servant.
- (g) Wines, Spirits, Malt, Liqueurs.

- (h) Articles of value or jewellery.
- (j) Cigarettes or smoking material and intoxicating material (including drugs).
- (k) Pornographic material.
- (l) Electrical appliances including refrigerator, heater etc.

Photographs

22. All GCs will bring 10 copies of their photographs in white shirt and necktie. The size of each photograph should be approximately **4.5 x 3.5 cms (five copies)** with light skyblue background and **3.5 x 2.5 cms (five copies)** with light skyblue background.

Physical Fitness

23. It is imperative that candidates desirous of joining the IMA attain a certain degree of physical fitness which will facilitate their smooth adaptation to the training schedule at the IMA. It has been observed that a majority of the selected candidates, particularly those hailing from urban areas, are in poor physical condition on joining the Academy, as a result of which they find it difficult to cope up with the training routine. Inadequate physical conditioning also inhibits the GCs academic performance. Prospective candidates are therefore advised to keep themselves in good physical shape by following the under mentioned regime daily:-

- (a) Running (5 kms in 30 minutes).
- (b) Skipping (10 to 15 minutes).
- (c) Push Up and Sit Up (minimum 30 each).
- (d) Chin Up on a beam or bar (minimum 08 Nos).
- (e) Rope climbing (minimum 3 to 4 meters).
- (f) Basics of swimming. However, non-swimmers will be taught swimming at the IMA.

Computer Education

24. Keeping in mind the advancement in the field of Information Technology and the impact it has on our lives, it is suggested that candidates must acquire basic working knowledge of computers before joining the Academy.

PART III - ADMINISTRATION

Reception

25. IMA will establish a Reception Centre at Dehradun railway station and bus stand from 0600 to 2000 hours for a week prior to commencement of the term. Transport will be available for conveyance of GCs and their baggage to IMA.

26. GCs coming by private conveyance or travelling by air or reaching after 2000 hours are advised to report to Reception Center at IMA under own arrangements.

Late Arrival

27. In case of late arrival after 2000h for any reasons, candidates are advised to reach IMA Mukhya Dwar under their own arrangement and report to Adjutant/Assistant Adjutant, IMA. The Adjutant is available on telephone numbers – 0135 - 2773835 & 2774178 with following extensions :-

(a) **Adjutant** .

- | | | | |
|------|-----------|-----|------|
| (i) | Office | --- | 5230 |
| (ii) | Residence | --- | 5330 |

(b) **Assistant Adjutant.**

- | | | | |
|------|-----------------------|------|---------|
| (i) | Office | ---- | 5231 |
| (ii) | Residence | ---- | 5331 |
| (c) | FAX | ---- | 2773838 |
| (d) | STD Code for Dehradun | ---- | 0135 |

Accommodation

28. **Direct Entry.** GCs will be provided with free accommodation and will be allotted furnished cabins.

29. **Technical Graduate/University Entry Scheme.** GCs will be provided with furnished cabins on nominal rent.

Messing

30. **Direct Entry.** GCs will be provided with free messing and allied services (including light, hot water, conservancy and laundry).

31. **Technical Graduate/University Entry Scheme.** GCs will be provided with messing and allied services on nominal payment (including light, hot water, conservancy and laundry).

Clothing and Equipment

32. In order to ensure uniformity and correct pattern, clothing and equipment will be issued at the Academy. The cost of clothing and equipment will be debited from the Personal Outfit Allowance and the Initial Outfit Allowance authorised to the Gentlemen Cadets. **Bicycles are also issued to GCs for moving inside the Academy.**

Correspondence and Address

33. All correspondence to the GCs will be on the following address :-

Academy No (will be allotted on arrival) _____
Gentleman Cadet (Name) _____
Company (will be allotted on arrival) _____
Battalion (will be allotted on arrival) _____
IMA, Premnagar
Dehradun (Uttarakhand)-248007

Discipline

34. While undergoing training at IMA, GCs will be subject to Rules and Regulations as laid down by IMA from time to time.

Leave/Vacations

35. Except for leave on medical grounds, no other kind of leave or absence during the period of training will be granted. Leave for wedding ceremonies and funerals is permissible only in case of blood relations and exceptional cases. No leave is permitted for any kind of festivals or similar events/occasions. The IMA is closed for vacations as under:-

- | | | | |
|-----|--------------------------------------|---|-------------------------|
| (a) | Summer Vacation (June -July) | - | Four weeks. |
| (b) | Winter Vacation (December – January) | - | Four weeks. |
| (c) | Mid Term Break | - | One week (conditional). |

36. GCs will be permitted to proceed home during the vacation subject to certain conditions like passing various tests in basic minimum standards. A number of adventure hikes are also organized for GCs of 1st and 2nd term to various places of interest around Dehradun during midterm break. The final decision as to whether or not they should be permitted to proceed home during the vacation shall, however, rest with Commandant, IMA.

Visitors

37. GCs may receive visitors only after four weeks of commencement of term. The visitors are allowed to visit only on Sunday/Holiday from 0900 to 1800 hours during summers and 0900 to 1700 hours during winters. No accommodation is provided to parents/visitors at IMA. Therefore parents/visitor should stay under own arrangements.

38. **Visit to City.** GCs are permitted to visit Dehradun City on Sundays and Holidays on passing laid down standards in Drill.

Marriage

39. **Direct Entry.** Only unmarried GCs will be admitted for training at the IMA. GCs will not be permitted to marry during training. They will be required to give an undertaking to this effect as per Appendix 'G' attached.

40. **Technical Graduates/University Entry Scheme.** Marital Status is no bar for the grant of commission in the Army for Technical Graduates. However, no GC will be allowed to marry during the period of training.

Interview/Examination

41. Direct Entry & Technical Graduates/University Entry Scheme entries, in the first term only, will be allowed following:-

(a) To apply for an interview for civil Central Government job and also permitted to proceed for interview for civil Central Government job. The candidate must apply and complete all interview formalities for civil Central Government job within 30 days of joining the Academy. Any application after 30 days is not permitted.

(b) To appear for the SSB, provided he applies for the same in writing to the Commandant of the Academy within three days of receipt of the SSB letter.

Resignation

42. GCs wishing to resign after joining the Academy will forward their application (as per format at Appendix J) in writing to the Commandant along with written consent of his parent/guardian. Such GCs will be allowed to resign after necessary recovery in Cash/Draft on account of cost of training, stipend paid, expenditure incurred to purchase any kit/equipment/garment or expenditure made to procure any other item and messing and allied services. At present the cost of training is **Rupees 10247/- per week upto 30 Jun 2019, thereafter a yearly escalation of 8% p.a will be calculated on the per capita cost of training for each ensuing year.** Cost of training will be calculated from the day of joining to the day he is struck off strength of this Academy.

PART IV —PAY AND ALLOWANCES

43. **Direct Entry**

(a) Direct Entry GCs will be given a stipend of Rupees 56100/- per month during their entire training period at IMA.

(b) Service GCs will continue to draw pay of their Rank while at the IMA. They are required to bring with them their Pay Book vide Army Order No. 309/64. Service Candidates will draw one month's advance of pay from their previous unit vide Army Order 543/63.

44. **Technical and University Entry Scheme**

(a) Technical GCs are entitled to a provisional issue of pay and allowances of Rupees 56100/- per month during their entire training period at IMA which will be later adjusted by CDA(O) Pune while releasing their pay and allowances for the rank of Lieutenant. For all other purposes, they will be designated as GCs and treated as such. The Short Service Commission (on probation) will cease automatically on self withdrawal/resignation or on successful completion of training at the Academy.

(b) They will be required to pay charges incurred on their messing, accommodation and allied services. Currently it is at the rate of Rupees 486/- per month and will vary from time to time. In addition, they will also be required to meet their pocket expenses at the IMA.

(c) University Entry Scheme GCs will be given a stipend of Rupees 56100/- per month for the last one year of their final year of Engineering. They will be given Pay and Allowance of the rank of Lieutenant at Rupees 71600/- per month plus Dearness Allowance for their training period at IMA.

45. **Incentive Schemes.** The following State Governments grant incentives to GCs with domicile of their State who join Academy for pre-commission training:-

<u>Ser No</u>	<u>Names of State</u>	<u>Detls of Incentive</u>
(a)	Government of Punjab	Rs 1 Lakh wef 01 Apr 2011 (one time incentive).
(b)	Government of Gujarat	Scholarship of Rs 6,000/- per annum.
(c)	Government of Manipur	Rs 1 Lakh (one time incentive).
(d)	Government of Uttarakhand	Rs 50,000/- wef 09 Nov 2011 (one time incentive).
(e)	Government of Haryana	Rs 1 Lakh wef Feb 2014.
(f)	Chandigarh (UT)	Rs 1 Lakh wef Sep 2014.
(g)	Government of Jammu and Kashmir	Rs 10,000 is provided to wards of Ex Servicemen JCOs/OR or widows of Ex Servicemen.

Compensation

46. Parents/Guardians of GCs or GCs will not be entitled to claim compensation for any injury sustained by them during the course of their training at the IMA. Certificates to this effect as per Appendices F and G will be rendered at the time of joining for training duly executed on Non-Judicial Stamp Paper with Stamp Fee as in vogue in the State where the affidavit is executed by the father/guardian and the candidate. They will hand over the certificates duly signed to their Battalion Adjutant at IMA.

47. All GCs undergoing training at IMA will be insured for Rupees 75 lakhs for death and Rupees 25 lakhs for 100% disability reduced upto Rupees 5 lakhs for 20% disability, as per eligibility conditions with AGIF, New Delhi under arrangements of the Academy for their duration of training. A premium of Rupees 5000/- per month will be deducted on monthly basis from the stipend admissible to GCs of Direct Entry & Technical Graduates/University Entry Scheme Courses during training period.

PART V – FACILITIES

Hobbies/Clubs

48. A large number of hobbies are encouraged in the IMA to include Riding & Polo, Shooting, Golf, Music & Drama, Arts, Camera, Driving & Maintenance etc.

49. GCs can join the club of their choice. They may bring club material which they possess. Joining one of the clubs is mandatory. List of clubs currently functional in IMA is attached as Appendix 'K'.

Games

50. **Games/Sports**. Games are an important part of the curriculum in the Academy. The major activities include Hockey, Football, Basketball, Volleyball, Cricket, Athletics, Swimming, Boxing, Tennis, Polo and Golf. The extensive facilities available for games and sports include one Olympic size swimming pool, a stadium, a well-equipped gymnasium, several squash and tennis courts, a golf course and a large number of play fields for hockey, football, cricket, basketball, polo and other games. The Academy has a large number of horses and a wide inventory of water sports equipment. It also has an indoor shooting range.

51. In case GCs are in possession of any sports gear, they are permitted to bring the same alongwith them.

Recreation & Shopping Complex

52. **Movies**. Movies are screened thrice a week for GCs i.e. English Movie on Wednesdays and Hindi Movie on Saturdays and Sundays at the IMA Auditorium.

53. **Ante Room**. Each Company in IMA is having a well furnished Ante Room for GCs to socialise/interact during off parade hours. The Ante rooms have a good ambience and state of art facilities for entertainment to include Home Theatre system, Billiards Table, Table Tennis, a mini library etc.

54. **Shopping Complex/Cafeterias**. A number of well furnished cafeterias and shopping complex are there in Academy Campus :-

(a) **Gangotri Shopping Complex**. Consists of IMA Café, two ATM (SBI & Axis Bank), a gift and souvenir shop.

(b) **South and Tons River Cafeteria**. Provides food and beverages for GCs during off parade hours.

(c) Shopping Complex having HDFC ATM, tailor, stationery, shoes repair shop, dry cleaning shop and a photo studio in the North Campus.

55. **Army Canteen**. There is a well-stocked CSD canteen providing all grocery items required for daily use by GCs.

Banking

56. IMA has a branch of State Bank of India with ATM facility within the Academy premises which provides banking facility to all Gentlemen Cadets. ATM facilities of PNB and HDFC are also available within the campus. Details of State Bank of India, IMA Branch are as under:-

Branch Name : SBI, IMA Dehradun
IFSC Code : SBIN0000739
MICR : 248002008

Postal Service

57. IMA has a Post Office within its campus.

Communication Facility

58. **Internet.** Available in all company ante rooms.

59. **Telephones.** IMA has a STD booth within the Campus. The GCs are permitted to avail this facility as per timings laid down in the Academy Orders. GCs are not permitted to use any type of mobiles phones. **Possession of any type of phone is strictly prohibited.**

60. The IMA Exchange can be contacted from civil telephones on following numbers:-

(a) 0135- 2773835 & 0135 – 2774178.

(b) 0135- 2773838 – FAX .

61. **Medical.** The Academy is posted with a Sports Medicine Officer and Regimental Medical Officer. It has a 20 bed Section Hospital and a Dental Section. The station also has the facility of a well equipped Military Hospital which has specialist officers posted for Medical, Surgical, Pediatrician, EYE, ENT, Radiology, Orthopedics, Skin and Pathology. Medically ill/unfit GC will report to Section Hospital for treatment of their ailment.

PART VI – SPECIAL INSTRUCTIONS

62. In case your admission to the IMA is provisional depending on the production of certain requisite documents, you are required to produce the Supplementary Agreement as per Appendix E duly signed by you and your parent/guardian. In case you have not already produced your original or equivalent certificate in support of your Technical/Academic Qualification, it is your sole responsibility to produce within stipulated time frame. In the event of your failure to produce the original degree within 90 days, Provisional Candidature is liable to be terminated. You are advised to obtain the requisite Degree Certificate from the concerned University and produce the same within 90 days of commencement of the Course (i.e before 2nd week of April /October). Government of India, Ministry of Education vide letter No. F. 10-97./85-V-I dated 23 September 85 addressed to all Universities, has given directions that original certificates and confidential results of all Candidates selected for the Services will not be delayed. You may quote this letter while approaching the University authorities.

PART VII – GRANT OF COMMISSION

63. The GCs will be granted commission as officers in the Indian Army, subject to their successful completion of pre-commission training at IMA and remaining in SHAPE-1 medical category. In case they fail to meet the laid down standards, they would be relegated/withdrawn.

64. **Provisional Commission.** The status of commission will be provisional if following are pending :-

- (a) Civil verification of character and antecedents.
- (b) **Education documents** – Following documents are required to be produced in **original** :-

- (i) Xth Class Marksheet.
- (ii) Xth Class Certificate.
- (iii) XIIth Class Marksheet.
- (iv) XIIth Class Certificate.
- (v) All semester marks sheets of Degree Course/ Post Graduate Course.
- (vi) Degree Certificate.
- (vii) Provisional Degree Certificate not older than six months at the time of passing out, if original degree certificate not issued by the concerned University.

Note :- The provisional commission will be granted for one year only and is liable to be terminated if the civil verification report and/or proof of educational documents/qualification are not satisfactory. Permanent Commission will be published in the gazette only after provisional commission is revoked.

PART VIII – CONCLUSION

65. The IMA aims at developing the highest standards in leadership qualities, selfless service, discipline, esprit-de-corps, knowledge and the spirit of adventure. GCs are fused into dynamic, enterprising individuals fit to serve the Indian Army in its officer cadre. They become capable of leading their troops at all times and under all conditions, upholding the finest traditions of the profession of Arms.

Appendix A
(Refers to Para 12 of
Joining Instructions)

**JOINING INSTRUCTIONS FOR CANDIDATE SELECTED TO UNDERGO TRAINING
WITH DIRECT ENTRY COURSE/TECHNICAL GRADUATE COURSE/UNIVERSITY
ENTRY SCHEME AT THE INDIAN MILITARY ACADEMY, DEHRADUN**

ACKNOWLEDGEMENT

Please intimate this Headquarter immediately about your willingness to join the Academy. Your willingness must reach this Headquarter on or before _____, failing which your candidature will be cancelled and the next available candidate will be detailed.

Roll No. _____

Name _____

Full Address _____

To,

Directorate General of Recruiting
Recruiting CDSE
Adjutant General's Branch
IHQ of MoD (Army) West Block-III, RK Puram, Pin-9000108
C/O 56 APO

Or

Directorate General of Recruiting
Recruiting TGC Entry
Adjutant General's Branch
IHQ of MoD (Army)
West Block-III, RK Puram, Pin-9000108
C/O 56 APO

Sir,

1. I acknowledge receipt of your Headquarters letter _____
dated _____ together with joining instructions for above mentioned
course.

2. I shall report at the Indian Military Academy, Dehradun on _____ (due date of arrival), I have informed the IMA, Dehradun accordingly. I understand that if I fail to report at the Academy on the due date of arrival, my candidature for the course is liable to be cancelled.

Or

I am unable to report at Indian Military Academy, Dehradun for reasons given below by me and I _____ forego my claim to join Indian Military Academy. The vacancy thus caused may be filled by a candidate next in the merit.

REASONS FOR NOT JOINING IMA, DEHRADUN

- (a) Alternative job secured (give details) _____
- (b) Terms and conditions of service not acceptable _____
- (c) Domestic reason _____

e.g. _____

- (d) Psychological factor e.g. _____
- (e) Other reasons:
 - (i) _____
 - (ii) _____
 - (iii) _____
 - (iv) _____

Counter Signature of the father/guardian

(Signature of the Candidate)

Copy to:-

**Adjutant
Indian Military Academy
Premnagar, Dehradun (Uttrakhand) - 248007**

Note: Score off the portion which is not applicable to your entry.

Appendix B

[Refers to Para 13(l) & 18 of
Joining instructions]

MEDICAL CERTIFICATE

1. To be completed by the candidate :-

(a) I*.....have not been exposed to an infectious/contagious diseases in the three weeks prior to my joining the Indian Military Academy.

(b) I.....hereby certify that I was not and am not suffering from disease or sustained any injury whatsoever in the past which might prevent me from participating in any training, activities/games and other events while in IMA. I also certify that there is no restriction imposed on me by medical authorities at any time forbidding me to participate in any of the training/games of Indian Military Academy.

(Signature of the Candidate)

Place.....

Date.....

2. To be completed by the qualified medical practitioner
(Preferably by a Military Medical Officer)

I certify that.....of.....was vaccinated onHe received the following protection against the entire group of disease:-

- (a)#
- (b)
- (c)

(Signature of Medical
Officer/Practitioner)

Place.....

Date.....

Note: *UPSC Number and Name S/o Either of the Parent.

#Tetanus, Typhoid & Hepatitis 'B' is mandatory.

Mention any other vaccination which has been administered prior to joining the Academy.

PARENT/GUARDIAN INCOME CERTIFICATE

I Parent/Guardian of
UPSC No* Name
Dehradun, do hereby solemnly affirm that my (including Spouse) total income from all
sources on this date is Rs.....per month.

Signature.....
.....
(Name in Block
Capitals)

Date.....

.....
(Full Postal Address)

Note : *Mention the UPSC No and Name of Candidate.

The certificate is to be furnished by all candidates irrespective of whether they are
applying for financial assistance or not.

Appendix D

[Refers to Para 13 (n)
and 15 of Joining
Instructions]

**BOND TO BE SIGNED BY PARENT/GUARIDAN OF THE GENTLEMAN CADET
SELECTED FOR PRE-COMMISSION TRAINING WITH A VIEW TO BE COMMISSIONED
IN THE REGULAR ARMY**

1. The agreement dated.....day ofbetween son of.....resident of.....(hereinafter Called "the Guarantors" with expression shall include their personal representatives when the context so admits) and.....son/ward of the aforesaid guarantors (hereinafter Called the Gentleman Cadet) of the one part and the President of India (hereinafter called "the Government" which expression shall include a successor and assign where the context so admits) of the other part.

2. Whereas the Gentleman Cadet has been selected by the Government on the terms hereafter appearing for the purpose of receiving pre-commission training with a view to be commissioned as an officer in the Regular Army, provided he is considered by the Government to be suitable in all respects and if there is any vacancy.

3. Now it is agreed between the parents referred to above that in consideration of the Gentleman Cadet being selected by the Government for the purpose of the aforesaid training the Guarantors covenants with the Government that the Gentleman Cadet will attend the aforesaid training as the Government may determine from time to time for the prescribed periods or until he is declared fit (as to which the decision of the appropriate authority prescribed by the Government for the time being shall be final) to be granted commission and that the Cadet will if offered a Commission as an Officer in the Regular Army **in any Arm /Service assigned to him in accordance with AG/MP-2, IHQ OF MoD (Army) Policy letter dated 08102/Allocation/MP-2 dated 02 Dec 2013, as amended from time to time,** accept such commission unless he, the Gentleman Cadet, is prevented from doing so by death or on account of ill-health or some other reason over which he, the Gentleman Cadet, has no control or by being removed/withdrawn on the ground that the Gentleman Cadet is considered by the said appropriate authority to be unfit to continue as a Gentleman Cadet or to be commissioned.

4. If on account of his dismissal or discharge or withdrawal from Indian Military Academy, Dehradun for knowingly furnishing false particulars or suppressing material information in his application for admission to the said Indian Military Academy, Dehradun or in the event of his being dismissed or discharged or withdrawn on disciplinary grounds from the said Indian Military Academy, Dehradun or for marrying while under training at the said Indian Military Academy, Dehradun or for any reason not beyond the control of the Gentleman Cadet, he does not complete the prescribed period of the training, or he, the Gentleman Cadet, does not accept a Commission if offered as covenanted above, then the Guarantor and the Gentleman Cadet shall jointly and severally be liable to pay forthwith to the Government in cash such sums as the Government on account of the Gentleman Cadet on his training and all the money received by the Gentleman Cadet as pay and allowances from the Government together with interest on the said money calculated at the rate in force for Government loans.

5. Guarantor hereby agrees, that for the duration of training of his/ her ward, to accept all Rules, Regulations and all Terms and Conditions as given in Administrative Instructions, Standing Directives of Training and Standing Operating Procedure as issued and amended from time to time by Integrated Headquarters of Ministry of Defence (Army), Headquarters ARTRAC, Indian Military Academy Dehradun / Officers Training Academy, Gaya/ Officers Training Academy, Chennai or any other Military Authority.

6. And it is lastly agreed that if there is any dispute to the effect or meaning of these presents, the decision of which has not been expressly herein before provided for, the same shall be referred to some person appointed by the Secretary to the Government of India, whose decision shall be final.

In witness whereof the parties have hereinto set and subscribed their respective hand the day, month and year first before written.

.....

(Signed by the Guarantor)

(Signed by the Gentleman Cadet)

Name :

Name :

Address :

Address :

In the presence of :-

In the presence of :-

.....

.....

(Witness)

(Witness)

Name :

Name :

Address :

Address :

.....

.....

.....

.....

Signed by Commandant/
Representative for and on behalf
of President of India

(Witness)

Name :

Address :

Name :

.....

Address :

.....

Notes : (For guidance only, Not to be typed in the Bond/Agreement)

1. The agreement should be executed on a non-judicial stamped paper duly attested by Notary. The necessary stamped paper is to be purchased by the Guarantors from the local Revenue Officer. The stamp duty payable on the Agreement varies from state to state. As such the Guarantors should get the Agreement Adjudicated under the provisions of the stamp laws in force in the state where the Guarantors would execute the Agreement.

2. The Signature of the Guarantors are to be witnessed by a serving or pensioned Commissioned Officer or JCO or any Civilian Government Servant of Gazetted status.

- (a) The Guarantor could be as under:
 - (i) 1st Guarantor-Parent either father/mother or legal guardian only,
 - (ii) 2nd Guarantor- Any Relative.
- (b) Names and addresses of the guarantors/sureties should be indicated clearly.
- (c) Signature of the guarantors/sureties should be attested by an officer of Gazetted rank.
- (d) Names and addresses of the witnesses should be written/signed clearly.

3. The agreement will be signed on behalf of the President by the Commandant of Indian Military Academy.

4. The agreement form should not be stamped or executed until the candidate has been selected by the Government for provisional admission.

Appendix E
 (Refers to Para 13(o)
 and Para 62 of
 of Joining Instructions)

**SUPPLEMENTARY AGREEMENT TO BE SIGNED BY GENTLEMAN CADETS
 SELECTED FOR PROVISIONAL ADMISSION TO THE INDIAN MILITARY ACADEMY
 FOR PRE-COMMISSION TRAINING WITH A VIEW TO BE COMMISSIONED IN THE
 REGULAR ARMY AND THEIR SURETIES**

THIS AGREEMENT made onday of
 betweenson of(Hereinafter called "the
 Gentleman Cadet" which expression shall include his heirs, executors, administrators and
 representatives where the context so admits) of the first party and
 son of (Hereinafter called the surety which expression shall
 include his heirs, executors, administrators and representatives where the context so
 admits) of the second party and the President of India (herein after called "the Government"
 which expression shall include his successors and assignee where the context so admits)
 of the third party.

WHEREASthe Gentleman Cadet has been selected
 by the Government for provisional admission to the Indian Military Academy for the purpose
 of receiving pre-commission training with a view to be Commissioned [as an Officer in the
 Regular Army PROVIDED he is considered by the Government to be suitable in all respects
 for being commissioned as aforesaid and PROVIDED there is vacancy , subject to the
 production to the Government of the document mentioned below (hereinafter referred to as
 the said document)] byor by
such later date as may be fixed by the Government on this
 behalf:

- (1)
- (2)
- (3)

NOW THIS DEED WITNESSETH and the parties hereto hereby agree as follows:

1. That in consideration of the provisional admission to Gentleman Cadet to the Indian
 Military Academy for the purpose of aforesaid training the Gentleman Cadet and the surety
 covenant with the Government that the said documents will be produced to the
 Commandant, Indian Military Academy on arrival or by such later date as may be fixed by
 the Government.

2. That if, for any reason the said documents are not produced within the time fixed by
 the Government for their production as covenanted above, than the Gentleman Cadet shall
 be liable to be removed from the Indian Military Academy and the Gentleman Cadet and the
 surety shall jointly and severally be liable to pay forthwith the Government in cash such sum
 not exceeding such expenses as shall have been incurred by the Government on account
 of the Gentleman Cadet in respect of the said training (and the decision of the Government
 as to the amount so payable shall be final), TOGETHER WITH all monies received by the
 Gentleman Cadet as pay and allowances including transport allowance from the
 Government with interest on the said monies calculated at the rate in force for Government
 loans.

3. That the liability of the sureties hereunder shall not in any manner be affected by any time which may be granted, or any other indulgence which may be shown to the Gentleman Cadet in respect to the recovery of the said monies by the Government, or shall it be necessary for the Government to sue the Gentleman Cadet before suing the sureties for amount due hereunder.

4. That if there is any dispute as to the effect or meaning of these presents, the shall be referred to the decision of some person appointed by the Secretary to the Government of India in the Ministry of Defence whose decision shall be final.

As witness our hands the day and year first above written.

Signed by the Gentleman Cadet
above named in the presence of

Guarantor No. I
Signed by the above named
Guarantor in the presence of

Signature.....
(Witness name with Stamp)

Guarantor No. II
Signed by the above named
Guarantor in the presence of

Signature.....
(Witness name with Stamp)

Notes:

1. **The Agreement Form is to be executed on non judicial stamped paper of proper value duly attested by Notary. The necessary stamped paper is to be purchased by the surety from the local Revenue Officer.**
2. **The signature of the sureties are to be attested by serving or pensioned Commissioned Officer or JCO or any civilian Government servant of Gazetted status.**
3. **The Agreement Form should not be stamped or executed until the candidate has been selected by the Government for provisional admission.**
4. **Only required to be submitted by the candidates who fail to submit their Educational Certificates before joining the Academy.**

**CERTIFICATE TO BE SIGNED BY THE PARENTS/GUARDIANS OF CANDIDATES
SELECTED FOR TRAINING AT THE INDIAN MILITARY ACADEMY, DEHRADUN**

I, (Name) father/
guardian of (Name)*who is a
candidate for training as Gentleman Cadet in Indian Military Academy, Dehradun, hereby
certify that, I fully understand that my son/ward will do so with my full and free consent and
at my own risk, and that I or my son or ward or any of my legal heirs shall not be entitled to
claim any compensation or other relief from the Government of India in respect of any
injury/infirmity/death, which my son/ward may sustain in the course of or as a result of
training/other activities or where bodily infirmity or death results in the course of or a result
of surgical operation performed upon him or an anaesthesia administered to him for the
treatment of any injury received as aforesaid or otherwise at the said Indian Military
Academy.

Place :

(.....)
Signature of Father / Guardian

Date :

(.....)
(Signature of witness)
(Particulars of witness)

*Name of Gentleman Cadet be filled in this as per College/School records. Delete
whichever is not applicable.

Note :---- Certificate to be on non-judicial stamped paper with stamped fee as vogue
in the State where the certificate is executed by Father/Guardian and should be
attested by Notary.

Appendix G
(Refers to Para 13 (q)
of Joining Instructions)

**CERTIFICATE TO BE SIGNED BY THE CANDIDATES SELECTED FOR TRAINING AT
THE INDIAN MILITARY ACADEMY, DEHRADUN**

I, (Name)*
Son of (Name)who
is a candidate for training as Gentleman Cadet in Indian Military Academy, Dehradun,
hereby certify that, I fully understand that I will undergo training at the Academy with my full
and free consent and at my own risk, and that I or my legal heirs shall not be entitled to
claim any compensation or other relief from the Government of India in respect of any
injury/infirmity/death, which I may sustain in the course of or as a result of training/other
activities or where bodily infirmity or death results in the course of or a result of surgical
operation performed upon me or an result of an anaesthesia administered to me, for the
treatment of any injury received as aforesaid or otherwise at the said Indian Military
Academy.

For Direct Entry Courses Candidates only

I also declare that I am not married nor I am widower or divorcee and I undertake
that I will not marry while I am under training at the Indian Military Academy. Further, I fully
understand that if I marry while under training at the Indian Military Academy, I will be
discharged and will be liable to refund all the expenditure incurred on me by the
Government and that the total estimated cost of training refundable by my parents or
guardian will be notified later.

.....)
Signature of the Candidate

Place:

Date:

.....)
(Signature of witness)
(Particulars of witness)

*Name of Gentleman Cadet be filled in this as per College/School records.

**Note :--- Certificate to be on non-judicial stamped paper with stamped fee as vogue
in the State where the certificate is executed by Father/Guardian and should be
attested by Notary.**

AFFIDAVIT BEFORE THE COMPETENT AUTHORITY

I, IMA No/UPSC Roll No _____ Gentleman Cadet _____
joining/ undergoing pre-commission training with _____ Course at IMA, Dehradun,
aged about _____, Son of Shri _____ resident

_____ is solemnly affirm following on oath :

Deponent

1. That my name is _____ (incl spelling)
and date of birth is _____ as per my matriculation certificate which is true
and genuine.
2. That my name is differently spelled or mentioned in the following documents
inadvertently due to obvious reasons :-
 - (a) Intermediate marks sheet & certificate (10+2) -
 - (b) Degree/Graduation/Tech Degree marks sheets and certificate -
 - (c) UPSC Application/other application form -
3. That same has not been observed/objected earlier.
4. That the difference in name (including spellings) or date of birth in other than
matriculation certificate is pertaining to one and the same person i.e. deponent and the name
or date of birth as mentioned in matriculation certificate or its equivalent certificate of
deponent shall be treated final for all official record purposes.
.....Deponent

VERIFICATION :

Solemnly affirmed on this _____ the day of _____ at about _____ a.m/p.m, at
_____.

.....Deponent

APPLICATION FOR RESIGNATION

1. IMA No and Name :
2. Company and Battalion :
3. Father's Name, Occupation and :
Monthly income
4. Guardian's Name, Relation Occupation and Monthly income (if father not alive) :
5. Date of Birth and Age as on 01 Jan/01Jul :

- (a) DOB :
- (b) Age :
- (c)

Years	Months	Days

6. Address :

.....

.....

7. Details as per following format:-

Course Ser No	Date of Joining	Occupation before joining IMA	Whether applied for Admission/employment elsewhere (give details)	Education/Technical qualification

8. Reasons for Resignation –

9. Details concerning Service Selection Board (SSB):-

SSB Batch No	Name of SSB and Place	Date of SSB Interview	Any other Details/Remarks

10. Any other info :-

11. (a) Parent's/Guardian's consent is attached.

(b) I understand that once I resign, I am not permitted to withdraw my application for resignation. I also certify that I will not seek reinstatement.

12. I hereby declare that I will abide with all instructions issued in consequence of tendering resignation from pre-commission training. I am fully aware about financial obligations.

Date :

(.....)
Signature of the Gentleman Cadet

PARENT'S/GUARDIAN'S CONSENT FOR RESIGNATION

1. I, Son of Shri
father of No Gentleman Cadet
who is presently undergoing pre-commission training at Indian Military Academy, Dehradun
agree that his resignation be accepted as requested above.

2. I, further declare that I accept all financial liabilities to the state on account of
resignation tendered by my son/ward in accordance with rules and regulations in vogue.

Dated:
Place:

Signature
Name
Address

Witness/Guarantors (to be signed in the presence of Parent/Guardian)

1. Signature :
Name :
Address :

Date :

2. Signature :
Name :
Address :

Date :

LIST OF CLUBS

<u>S No</u>	<u>Club</u>	
1.	Journalism & Literature	
2.	Arts	
3.	Music & Drama	
4.	Computer Application	
5.	Public Speaking & Debate	
6.	Air Rif Shooting	
7.	Air Pistol Shooting	
8.	Skeet Shooting	
9.	Pistol (Small Arms)	
10.	Rif (Small Arms)	
11.	Riding & Polo	
12.	Surveillance Club	
13.	Handball	
14.	Martial Art	Karate
		Taekwondo
		PTKE
15.	Archery	
16.	Cycle Club	
17.	Volleyball	
18.	Gym & Weapon Training	
19.	Fencing	
20.	Squash	
21.	Hockey	
22.	Swimming + Water Polo Club	
23.	Cricket	
24.	Golf	
25.	Rock Climbing	
26.	Tennis	
27.	Photography	
28.	Driving and Maintenance Club	
29.	Ecology	
30.	Yoga	

CERTIFICATE ON JOINING

(to be fwd to custodian of AFMSF-2 pertaining to a candidate)

This is to certify that I, Roll No /Chest No./ Batch No. _____
Shri _____ have not suffered from any major
illness/undergone a surgical operation or procedure or been hospitalized following the
Special Medical Board held on _____(date) at _____
(name of hosp.)

Place :

Signature of Candidate

Date :

Witnessed by (two other candidates of same batch/ any two officer of same unit)

1.
(Sign) (Name)

2.
(Sign) (Name)

COUNTERSIGNED
(by Comdt/CO)