

**भारतीय सैन्य अकादमी**  
**INDIAN MILITARY ACADEMY**



**JOINING INSTRUCTIONS**  
**OFFICER CADETS**

**(DIRECT ENTRY, TECHNICAL GRADUATE COURSE, EX-NDA  
AND SCO ENTRY )**

**ISSUED BY**

**DIRECTORATE GENERAL OF RECRUITING**  
**INTEGRATED HEADQUARTERS OF MINISTRY OF DEFENCE**  
**(ARMY)**



**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.**

## **WELCOME NOTE**

**Dear Candidate,**

- 1. On behalf of the Commandant, Indian Military Academy, I take this opportunity to welcome you to this premier institution. The Indian Military Academy, one of the very few institutions of its kind in the world, is truly the pride of our nation.**
- 2. At this Academy, we maintain and expect a very high standard of discipline, moral values and physical fitness. I am sure you will live up to these high standards and the expectations of your Nation & family.**
- 3. These Joining Instructions will guide you to prepare for joining the Academy. You are advised to read the instructions carefully and take action accordingly.**

**Adjutant  
Indian Military Academy  
Dehradun**

## CONTENTS

<u>Ser No</u>	<u>Subject</u>	<u>Page No</u>
<b><u>PART I – GENERAL</u></b>		
1.	Introduction	1
2.	Brief History	1
3.	Aim of the Training	1
4.	Organization of Indian Military Academy	1-2
5.	Location	2
6.	Weather	2
<b><u>PART II – INITIAL PREPARATIONS</u></b>		
7.	Acknowledgment	2
8.	Documentation	3-7
9.	Clothing	4,7
10.	Provisional Induction	5-6
<b><u>PART III – ADMINISTRATION</u></b>		
11.	Forbidden Articles	8
12.	Mobile Phones	8
13.	Photographs	8
14.	Physical Fitness	9
15.	Academic Preparation	9
16.	Reception	9

<b><u>Ser No</u></b>	<b><u>Subject</u></b>	<b><u>Page No</u></b>
17.	Late Arrival	10
18.	Accommodation	10
19.	Messing	11
20.	Clothing & Equipment	11
21.	Correspondence/Address	11
22.	Discipline	11
23.	Leave/Vacations	11
24.	Visitors	12
25.	Visit to City	12
26.	Marriage	12
27.	Interview/Examination	12
28.	Resignation	12
29.	Relegation	12
30.	Withdrawal	13

#### **PART IV – PAY AND ALLOWANCES**

31.	Direct Entry, Ex-NDA & Service Entry	13
32.	Technical Graduate Course	14
33.	Incentive Schemes	14
34.	Compensation	14
35.	Insurance	14

<b><u>Ser No</u></b>	<b><u>Subject</u></b>	<b><u>Page No</u></b>
<b><u>PART V – FACILITIES</u></b>		
36.	Hobbies/Clubs	15
37.	Games	15
38.	Recreation & Shopping Complex	15
39.	Banking	15
40.	Postal Service	15
41.	Communication Facility	16
42	Medical	16
<b><u>PART VII- GRANT OF COMMISSION</u></b>		
43.	Grant of Commission	16
44.	Provisional Commission	16
<b><u>PART VIII- CONCLUSION</u></b>		
45.	Conclusion	17

## **PART I - GENERAL INFORMATION**

### **Introduction**

1. The Indian Military Academy (IMA), Dehradun is one of the premier Military Training Institute, training Officer Cadets for being commissioned 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 the national security.
2. Through the portals of the IMA, with the motto 'Veerta Aur Vivek', passes out the future Military Leaders 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 military training. The hallowed portals of this great institution rightfully boasts of having bred the majority of the officer cadre of yesteryears and indeed 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 Gentlemen Cadets (Now Officer Cadets) to a capacity of 1400 Officer Cadets. 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 1<sup>st</sup> 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".

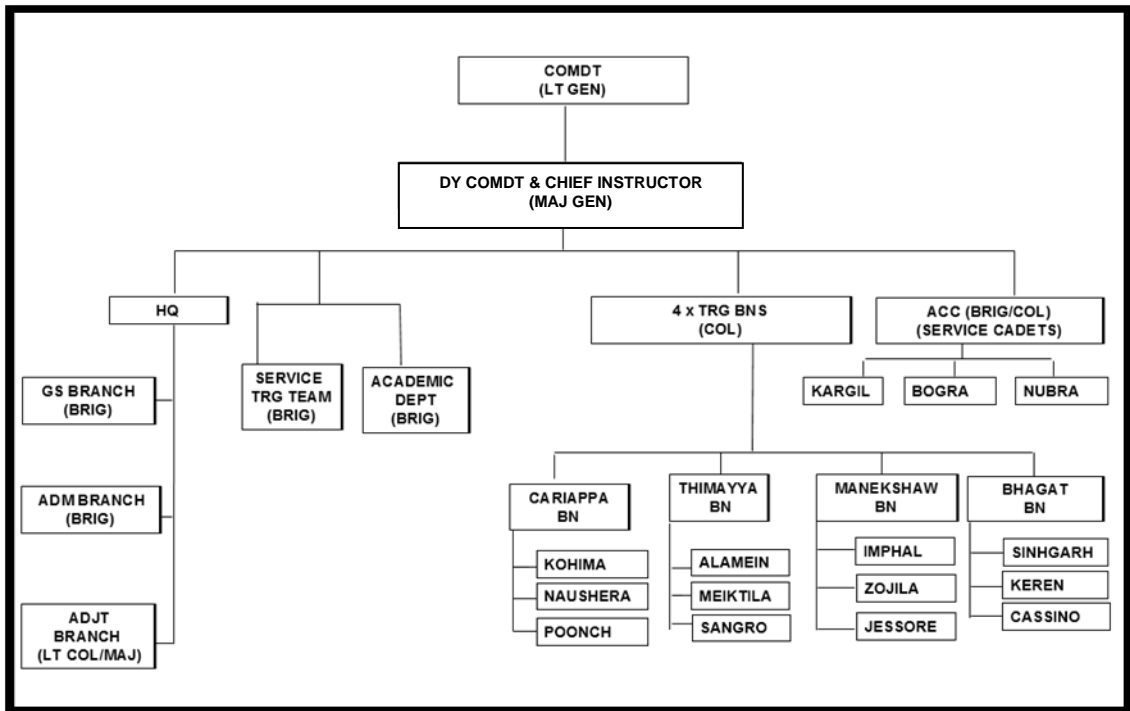
### **Aim of Training**

6. To train and motivate the Officer Cadet to be morally upright, professionally competent, commissioned officers of the Indian Army committed to the values of duty, honour and selfless service to the Nation with the passion to achieve professional excellence.

### **Organisation and Layout**

7. The Commandant of IMA is a Lieutenant General rank officer 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 each headed by a Brigadier.
8. There are four training Battalions viz, Cariappa, Thimayya, Manekshaw and Bhagat commanded by a Colonel 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 Battalion which is named after Lieutenant General PS Bhagat, VC – the first Indian officer to be awarded the Victoria Cross and has also been the Commandant, IMA. The Battalions are organized into three Companies each named after historic battle honours of the Army which are further sub-divided into three platoons each.

9. The Army Cadet College Wing is headed by a Brigadier and is located in North 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.



10. **Location.** The IMA is located in Premnagar on the outskirts of Dehradun, a town in Uttarakhand 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 Officer Cadets. It is believed as per hindu mythology that Dronacharya had his ashram around this area and used it for training his disciples in the art of war.

11. **Weather.** The Doon Valley enjoys 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**

12. **Acknowledgment**

(a) **For all Entries (Less Ex-NDA).** Immediately on receipt of Joining Instructions, acknowledgement will be sent on the given address, as per format at **Appendix 'A'** with a copy to Adjutant IMA, Dehradun.

(b) **For Ex-NDA Only.** All Officer Cadets will forward acknowledgement receipt of these instruction to the Adjutant, IMA, Dehradun as per format at **Appendix 'B'** well before his arrival to this Academy.

13. **Documentation.** The following documents duly completed will be brought by the Officer Cadets and will be checked on arrival at the Academy. All documents will have to be completed and signed as per instructions given in the respective formats:-

(a) **For All Entries.** All Officer Cadets are required to bring following documents with them:-

(i) Proof of Identity (Issued by Government Authorities, i.e, Voter Card, Aadhar Card, Driving License, Passport, PAN Card etc).

(ii) Original Matric or equivalent certificate to support date of birth.

(iii) Original Matric/class 10 marksheet.

(iv) Original class 12 certificate and marksheet.

(v) Risk Certificate to be signed by Parents/Guardians of the candidate selected for training as per **Appendix 'C'** attached.

(vi) Risk Certificate to be signed by Candidates selected for training as per **Appendix 'D'** attached.

(vii) **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.

(viii) **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.

(ix) **Record Card/Form.** Two copy of forms duly signed by candidate as per **Appendix 'E'** attached.

(x) **Social Media Certificate.** One copy of certificate duly signed by candidate as per **Appendix 'F'** attached.

(xi) **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 'G'**.

(xii) **Permanent Address & Next of Kin (NOK).** Details of permanent address and NOK be brought alongwith as per **Appendix 'H'** attached.

(xiii) **Measurements of Dress and Shoes.** Immediately on receipt of Joining Instructions, measurements will be sent on email ([gckittingmeasurementima@gmail.com](mailto:gckittingmeasurementima@gmail.com)), as per format at **Appendix 'J'**. Contact number of Kitting & Footwear Contractors are as under:-

<b><u>Kitting Items</u></b>	<b><u>Footwear Items</u></b>
Mr Manav Kapoor M/s Kapoor & Co Mob: 9927028697	Mr Jatin Anand M/s Mec Gear (India) Mob: 9897046463

(xiv) **Clothing.** Officer Cadets are required to bring with them following items of clothing for use till such time the clothing of Academy pattern is issued to them :-

<b>S No</b>	<b>Items</b>	<b>Qty</b>
(a)	Woolen Trousers (Steel Grey)	1
(b)	Formal Shirt White	4
(c)	Black Brogue Shoes & White Sports Shoes	1 each
(d)	Socks (White Plain)	4
(e)	Socks (Black Plain)	4
(f)	Handkerchiefs	06
(g)	Steel Box Black (Length 40" , Height 11" , Width 23")	1
(h)	Turban (for Sikh candidates only)	2 each (Black, Grey and Olive Green (OG))
(j)	Squash Racquet & Tennis Racquet	1 each
(k)	Football Shoes(preferably White/ Grey Colour)	1-2 pair

**Note :** Candidates are requested to bring along basic toiletries

(xv) If an Officer Cadets falls sick or is exposed to any infection or contagious disease, before joining this Academy, he will inform the same immediately to Adjutant, IMA telephonically or by letter. Under no circumstances he will join IMA, until permission to do so is obtained from competent Military Medical Authorities.

(xvi) Bond duly signed by the parents/ guardian of the Officer Cadet as per **Appendix 'K'** attached. It has been observed that a number of Candidates do not get the Bond (**Appendix 'K'**) signed by their parents, prior to joining this Academy. This is **NOT ACCEPTABLE**. The following procedure will be followed for Officer Cadets who fail to produce the Bond:-

(aa) All Officer Cadets who do not submit the Bond on joining will deposit 15 days training charges (**Rs. 17560/- per week**) to cover this period of training.

(ab) 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).

(ac) If the Bond is submitted, the Officer Cadets 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 Officer Cadets will be withdrawn from IMA.

(b) **For All Entries (less Ex-NDA).** All Offr Cadets will bring following documents:-

(i) Original/ Ink signed Call Letter from Recruiting Directorate, Integrated Headquarters of Ministry of Defence (IHQ of MoD (Army)).

(ii) Original Degree or Provisional Degree of Graduation from Recognized University.

(iii) Original Degree marksheets of all terms/semesters of Graduation

- (iv) Original Degree or Provisional Degree for Post Graduation from a Recognized University, as applicable.
- (v) Original marksheets of all terms/ semesters of Post Graduation, as applicable.
- (vi) Migration Certificate.
- (vii) Medical Certificate duly signed by Registered Medical Practitioner or a Military Medical Officer as per **Appendix 'L'** attached. In the absence of this certificate they will NOT be admitted in the Academy.
- (viii) Parents Income Certificate as per **Appendix 'M'** attached.
- (ix) **Certificate on Joining.** Certificate duly signed by candidate as per **Appendix 'N'** attached.

(c) **For Ex-NDA Only.**

- (i) All Offr Cadets will bring following documents:-
  - (aa) Identity Card issued by NDA.
  - (ab) Marksheet and degree of graduation.
  - (ac) Migration certificate from JNU.
- (ii) **Service Cadet.** Service Cadets who have been getting their salary from their respective services are reqd to bring fwg docu to IMA on reporting:-
  - (aa) **Original Iden Card** of service cadets issued by their respective services. Their Iden Card will be destroyed by this Academy on commissioning or at the time of SOS of IMA.
  - (ab) Copy of Mov Order issued by their respective services for joining NDA.
  - (ac) Statement of monthly salary drawn.
  - (ad) Details to be filled as ref at Para 20 of Appx 'E'.
- (iii) Officer Cadets are entitled to free railway Warrant for proceeding to home Station (or nearest railway station) on term break and subsequently from home Station to Dehradun. This warrant will be issued to Officer Cadets by NDA, Khadakwasla, Pune.

(d) **For Direct Entry & Technical Graduate Course Only.** All Offr Cadets will bring following documents:-

- (i) Supplementary Agreement as per **Appendix 'O'**. Officer Cadets with provisional admission have to submit/deposit a Demand Draft/Cash in favour of **"GC EXPDR FUND ACCOUNT"** for the duration of training @ **Rs. 17560/-per week**. (Actual dates for deposit of advance money will be calculated according to instruction at the time). On commencement of the Course the Offr Cadets are required to pay for the first four week. Thereafter, on termination of every four weeks of training, if the Degree Certificate is not submitted till the end of the period of 90 days.

(iii) **Verification Of Character And Antecedents Of Candidates For Commission In The Army.** You are required to submit two referee certificates (as per **Appendix 'P'**) duly completed and signed by two respectable persons of the society, preferably Gazetted Officers, **who know you at least/ more than two years.**

(iv) **Provisional Induction in the Indian Military Academy** - In case an Officer Cadets is inducted as per Supplementary Agreement (**Appendix 'O'**) 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 max of 60 days provided he deposits an amount at the rate of **Rs 17560/- per week.** In no case such extensions for submission of Education Qualification/Degree be permitted beyond three months. *If an Officer Cadets 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.* **Non payment of monthly dues, in advance, will make the Officer Cadets liable for withdrawal.**

(vi) **Special Instructions.** 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 'O'** duly signed by you and your parent/guardian. In case you have not 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 of joining, 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 2<sup>nd</sup> 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.

(e) **For SCO Course Only.** All Service Offr Cadets will bring following documents:-

(i) **Certificate duly signed by the CO.** One copy of the certificate duly signed by the CO as per **Appendix 'Q'** attached.

(ii) Being service candidates they will be in possession of the following documents also:-

(aa) Service Identity Card.

(ab) Individual Clothing Cards (Original).

(ac) Conduct Sheet (IAFF-3013).

(ad) Last Ration Certificate (IAFF-1524).

(ae) Medical Certificate to the effect that the cadet is free from contagious diseases and is in medical category SHAPE-1.

(af) Statement of account for the last quarter (IAFF-115).

- (ag) Movement order (IAFF-1759).
- (ah) Kit Clearance Cert.
- (iii) **Strength Return.** While at the Academy, all the Service Cadets will be borne on the strength of their respective units, formations or establishments.
- (iv) **Publication of Part-II Order/ACR.** All the respective unit, formation or establishments will publish Part-II orders on the basis of draft Part-II orders received from IMA, Dehradun to ensure timely documentation of all cadets. Units will ensure that ACR/ Early ACR is completed before dispatch of JCO/NCO for training to IMA, Dehradun. The Academy will not enter into any correspondence with the units on behalf of the candidates except on matters which directly affect the Academy. On all other matters, candidates will correspond directly with their Units
- (v) The service candidates will travel to Dehradun on railway warrant or E-ticket.
- (vi) **Course Study** Candidates detailed on this course should have studied and acquired the basic knowledge of subjects as given below:-

Ser No	Subject	Ser No	Subject
(a)	Physical Training.	(f)	Military Accounts.
(b)	Drill.	(g)	Leadership and Man Management.
(c)	Tactical Training.	(h)	Military Law.
(d)	Radio Telephony.	(j)	Organization and Administration.
(e)	Service Writing.	(k)	Mil and Social Etiquette.

- (vii) **Clothing and Accessories.** All Service Offr Cadets will be in possession of the following:-
- (aa) Personal Clothing and necessaries as per scale laid down in AI-22/83.
- (ab) Public Clothing and necessaries as per scale laid down in AI-22/83.
- (ac) No ECC clothing will be brought to IMA and will be withdrawn before dispatch of a cadet to IMA.
- (ad) Web Equipment as per scale laid down in AI-22/83.
- (viii) **Replacement of Clothing.** Items due for replacement within one month from the date of dispatch will be issued before dispatch of the cadet as per para 19 of AI-22/83. Subsequent replacement as and when due will be made by Quartermaster, Indian Military Academy, Dehradun.

**PART III-ADMINISTRATION**  
**(FOR ALL ENTRIES)**

14. **Forbidden Articles.** Officer Cadets are forbidden to bring any of the following items:-

- (a) PC, Laptop, Smart Watches, I Pads and 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 and Liqueurs.
- (h) Articles of value or jewellery.
- (j) Cigarettes or smoking material, tobacco (of any form) and any other intoxicating/ prohibited material.
- (k) Pornographic material.
- (l) Electrical appliances including refrigerator, heater etc.
- (m) Food supplements (including whey protein).
- (n) Medicines & Drugs.
- (o) More than one mobile phones.
- (p) E-Cigarette (Vape).

15. **Mobile Phones.** Officer Cadets are permitted to use their deposited mobiles phones only on Sundays/ Holidays as per timings laid down by the IMA authorities. The passcode of the mobile phone will be numeric only and the details of the pass code will be entered in the pass code register held with the battalion. All biometric settings of the mobile phone will be disabled. Possession/ use of any mobile other than the deposited by the Officer cadet is a punishable offence. All Officer Cadets are required to submit a certificate as per **Appendix 'F'** attached.

16. **Photographs.** Candidate will bring fwg photographs :-

S. No	Photo Reqd	Size in cm (approx)	No of copies	Dress	Remarks
(a)	Self	4.5 x 3.5	05	White Shirt and neck-tie	With light skyblue background
(b)	Self	3.5 x 2.5	05		
(c)	<b><u>Nominee(s)</u></b>	4.5 x 3.5	05 each	-	For unmarried pers only
	Father				
	Mother				
	Minor Brother(s)				
	Unmarried/ Widowed Sister(s)				
	Wife				-
Child(ren)	-				

17. **Physical Fitness.** 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 Officer Cadets 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 04-06 Nos).
- (e) Rope climbing (minimum 3 to 4 meters).
- (f) It is recommended that candidate should learn basics of swimming (30 to 40 meters). However, non-swimmers will be taught swimming at the IMA.

18. **Academic Preparation.** In addition to physical fitness, it is indeed important to prepare in terms of Academic education also.

(a) **Academic Subjects.** Military History and Military thinking, Current Affairs & International Relations and Military Management, Area & Cultural Studies, Science & Warfare, Service Writing and English Communication Skills, Information Technology including Cyber Security Awareness are being taught at Indian Military Academy, so as to develop Military thinking and critical analysis ability in the Officer Cadets.

(b) The instructions are imparted by the way of lectures, tutorial discussion, practice, assignments, military papers, project studies etc. To ensure overall personality development of Officer Cadets, emphasis is also laid down on enhancing soft skills like public speaking, essay writing, book review etc. All Offr Cadets are required to carry copy of the latest edition of '**Oxford Advanced Learner's Dictionary**'.

(c) Keeping in mind the advancement made in the field of IT and its impact on our day to day working, it is suggested that you (Officer Cadets) must acquire basic working knowledge of computers before joining the Academy.

(d) To be in synchronization with the training curriculum at IMA, it is suggested that you should generate interest in the above mentioned academic subjects before joining the Academy. Apropos, list recommended books to be read by you before joining this premier institution is attached at **Appendix 'R'**.

### **Reception.**

19. **Travelling.** The Officer Cadets 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 Officer Cadets will be in possession of Train/Bus tickets and supporting documents to claim the same.** The mode of communication to Dehradun is as under:-

- (a) **Rail.** Refer latest Railway Time Table for exact timings. Transport will be available for conveyance of Officer Cadets at Dehradun Railway Station.
- (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 35 km from IMA) connected with all major flights. Transport will be available for conveyance of Officer Cadets at Dehradun Airport (Jolly Grant).

20. IMA will establish a Reception Centre at Dehradun railway station Dehradun from 0600 to 2000 hrs for a week prior to commencement of the term. Transport will be available for conveyance of Officer Cadets and their baggage to IMA. **All Offr cadets should be in proper attire i.e Shirt/ T Shirt (with Collar), Trouser and Shoes while reporting.**

21. Officer Cadets coming by private conveyance or travelling by air/ bus or reaching before 2000 hrs are advised to report to Reception Center at IMA under own arrangements.

22. **Settling Down.** On arrival, the Cadets will be exposed to a disciplined military environment much different from civilian way of life in a structured way. The **stresses and strains experienced initially are part of the settling down process.** The military, physical, psychological and moral training imparted at IMA is structured to achieve minimum acceptable standards for an all-round development of the trainees thus transforming them into the young officers of the Indian Army.

23. **Encouragement from Parents.** Parents/Guardians may note that their wards will have to undergo the initial physical stresses and strains of the military training and the same will be reported to them by their wards in the initial phase of training through letters / conversations. They are **advised to motivate and guide their wards, so as to help them adapt quickly to the training curriculum of Academy.** The very first step towards this end could be to **let your ward travel alone to IMA.**

**Late Arrival.**

24. 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)	<b><u>Adjutant.</u></b>				
	Office	-	5230	Residence	- 5330
(b)	<b><u>Assistant Adjutant.</u></b>				
	Office	-	5231	Residence	- 5331
(c)	FAX	-	2773838		
(d)	STD Code for Dehradun	-	0135		

25. **Accommodation.**

- (a) **For all Entries (Less Technical Graduate Course).** Officer Cadets will be provided free accommodation and will be allotted furnished cabins on arrival.
- (b) **For Technical Graduate Course Only.** Officer Cadets will be provided with furnished cabins on nominal rent.
- (c) Under No condition Offr Cadets are permitted to bring their families with them.

26. **Messing**

(a) **For all Entries (Less Technical Graduate Course).** Officer Cadets will be provided with free messing and allied services (including light, hot water, conservancy and laundry).

(b) **For Technical Graduate Course Only.** Officer Cadets will be provided with free messing and allied services on nominal payment (including light, hot water, conservancy and laundry).

27. **Clothing and Equipment.**

(a) In order to ensure uniformity and correct pattern, clothing and equipment will be issued at the Academy. Officer Cadets are required to pay the vendors directly. All Officer Cadets are advised to carry upto Rs 50,000/- in their bank accounts (not cash) for clothing and kiting expenses.

(b) Bicycles are issued to Officer Cadets for daily commute within Academy.

28. **Correspondence and Address.** All correspondence to the Officer Cadets will be on the following address:-

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

29. **Discipline.** While undergoing training at IMA, Officer Cadets will be subject to Rules and Regulations as laid down by IMA from time to time. While undergoing training at IMA, Service Cadets will, in addition, to being governed by the Army Act, will also be subject to Academy Rules and Regulations as laid down by IMA from time to time.

30. **Leave/ Vacations.**

(a) Except for leave on medical grounds, no other kind of leave or absence during the period of training will be granted. Officer Cadets are allowed the following categories of leave: -

(i) Summer Break (Jun-Jul) - Four weeks.

(ii) Winter Break (Dec-Jan) - Four weeks.

(iii) Mid Term Break - One week (conditional) every term.

(iv) Special Leave - 10 days (to be approved by Commandant).  
(on extreme compassionate grounds)

(b) Special leave for wedding ceremonies and funerals is permissible only in case of blood relatives and exceptional cases. No leave is permitted for any kind of festival or similar events/ occasions.

(c) Officer Cadets will be permitted to proceed home during the vacation subject to certain conditions like passing various tests with basic minimum standards. A number of adventure hikes are also organized for Officer Cadets of 1<sup>st</sup> and 2<sup>nd</sup> 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.

31. **Visitors.** Officer Cadets may receive visitors only after four weeks of commencement of term (subject to the training curriculum of Officer Cadets). The visitors are allowed to visit only on Sunday/ Holiday from 1000 to 1800 hours during summers and 1000 to 1700 hrs during winters. No accommodation is provided to parents/ visitors at IMA. Therefore parents/visitor should stay under own arrangements.

32. **Visit to City.** Officer Cadets are permitted to visit Dehradun City on Sundays and Holidays on passing laid down standards in Drill and as per Academy Orders.

33. **Marriage.**

(a) **For Direct Entry, Technical Graduates & Ex-NDA.** Only unmarried Officer Cadets will be admitted for training at the IMA. Officer Cadets will not be permitted to marry during training. They will be required to give an undertaking to this effect as per **Appendix 'D'** attached.

(b) **For Service Candidates.** Service Cadets are permitted to get married during term break, after obtaining prior permission from the Commandant IMA. Though permitted to get married, they are not allowed to bring their wife/ family to the IMA. The Service Cadet would also be responsible to get their own documentation done with regard to this personal occurrence.

34. **Interview/ Examination.** Direct Entry & Technical Graduates entries, in the first term only, will be allowed following:-

(a) To apply for an interview for civil Central Government job or 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. **Forwarding any application after 30 days is not permitted.**

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

35. **Resignation.** Officer Cadets wishing to resign after joining the Academy will forward their application (as per format at **Appendix 'S'**) in writing to the Commandant, IMA along with written consent of his parent/guardian. Such Officer Cadets 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 17560/- per week upto 30 Jun 2025, 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.

36. **Relegation.** An Officer Cadet may be relegated to the next junior course for the following reasons:-

(a) If he possesses the basic qualities of an officer, but require more time to come up to the laid down standards.

(b) If he misses more than 42 days of training at Academy, owing to medical or any other reasons.

(c) If an Officer Cadets is awarded more than 42 Restrictions in a term or accumulates more than 60 Restriction in two consecutive terms.

(d) If he fails to achieve the required pass marks in academics and service subjects, fails to achieve minimum standards in outdoor training, including physical training and any other aspect/ sphere of training, including Officer Quotient and the required standard in overall performance.

(e) On disciplinary grounds. (A Court of Inquiry will invariably be held in such cases and wherever necessary, provisions of Army Rule 180 to be imposed for conduct of the same in respect of Service Cadets).

(a) Any other reason within the control of the Service Cadet.

37. **Withdrawal** The following cases will tantamount to withdrawal:-

(a) Failing to attain requisite minimum standards in Officer Quotient, Physical Training, Outdoor Training and Service/Academics subjects, within the stipulated period, under following circumstances:-

(i) Second relegation in the same training term, excluding any relegation on medical grounds.

(ii) Third relegation, during complete stay at the Academy excluding any relegation on medical grounds.

(b) Fourth relegation for missing more than 42 days of training during the entire stay in the Academy

(c) Disciplinary grounds, depending on the merit of the case.

(d) Medical grounds, including permanent HIV positive cases, based on the recommendations of a medical board.

(e) Furnishing false information in the application(s) for induction into the Academy, for grant of commission in the Army.

(f) Apart from the Service Cadets, who are permitted to get married during term break, after obtaining prior permission from the Commandant, other GCs/ LCs are not permitted to get married and will be withdrawn if they get married during training.

(g) On failing to submit their Original Degree Certificate within 90 days.

(h) Not conforming to Academy Rules and Regulations, depending on merit of the case.

(j) Not meeting the conditions laid down for joining the Academy.

(k) In case of withdrawal on disciplinary grounds, the Officer Cadet will make payment of the cost of training and allied charges at the Academy prior to departure.

**PART IV - PAY AND ALLOWANCES**  
**(FOR ALL ENTRIES)**

38. **Direct Entry, Ex-NDA & Service Entries**

(a) Direct Entry & Ex-NDA Officer Cadets will be given a fixed stipend of Rupees 56,100/- per month during their entire training period at IMA.

(b) Service Officer Cadets will continue to draw pay of their Rank while at the IMA.

39. **Technical Entry**

(a) Technical Officer Cadets 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 Officer Cadets 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.

40. **Incentive Schemes.**

(a) Various State Governments grant incentives to Officer Cadets with domicile of their State who join Academy for pre-commission training. Some of them are :-

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

(b) For claiming the incentive, the Officer Cadet has to approach to respective Zila Sainik Board of the state after successful completion of training from the Academy. A training Certificate will be provided by the Academy after passing out parade.

41. **Compensation.** Parents/Guardians of Officer Cadets or Service Cadets 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.

42. **Insurance.** All Officer Cadets (except Service Officer Cadets) undergoing training at IMA will be insured for Rupees one crore for death and Rupees 25 lakhs for 100% disability, proportionately reduced to disability upto 20% as per eligibility conditions with AGIF, New Delhi under arrangements of the Academy for their duration of training. A premium of Rupees 10,000/- per month will be deducted by PCDA(O), Pune on monthly basis from the stipend admissible to Officer Cadets of Direct Entry, Ex-NDA and Technical Graduates Course and will be paid to AGIF, New Delhi.

**PART V – FACILITIES**  
**(FOR ALL ENTRIES)**

43. **Hobbies/Clubs.**

(a) A large number of hobbies are encouraged in the IMA to include Horse Riding, Air & Skeet Shooting, Golf, Music & Drama, Arts, Photography and other interesting pursuits.

(b) Officer Cadets 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 'T'**.

44. **Games.**

(a) **Games/Sports.** Games/ Sports 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 outdoor and one indoor 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 also has an indoor shooting range.

(b) In case Officer Cadets are in possession of any sports gear, they are permitted to bring the same with them.

45. **Recreation & Shopping Complex**

(a) **Movies.** Movies are screened twice a week for Officer Cadets i.e. English Movie on Wednesdays and Hindi Movie on Saturdays and Sundays at the IMA Auditorium.

(b) **Ante Room.** Each Company in IMA has a well furnished Ante Room for Officer Cadets 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.

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

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

(ii) **Cafeteria.** Provides food and beverages for Officer Cadets and Cadets during off parade hours.

(iii) Shopping Complex having HDFC ATM, tailor, stationery, shoes repair shop, dry cleaning shop and a photo studio.

(iv) **Army Canteen.** There is a well-stocked CSD canteen providing all grocery items required for daily use by Officer Cadets.

46. **Banking.** All Officer Cadets are reqd to open a Defence Salary Bank Account on joining Academy.

47. **Postal Service** IMA has a Post Office within its campus.

48. **Communication Facility**

- (a) **Internet.** Available in all company ante rooms.
- (b) **Telephones.** IMA has WLL phones available in each Coy to make STD and ISD Calls. The Officer Cadets are permitted to avail this facility as per timings laid down by the Bns. Officer Cadets are permitted to use mobiles phones only on Sundays/ Holidays as per timings laid down by the IMA authorities.
- (c) The IMA Exchange can be contacted from civil telephones on following numbers:-
  - (i) 0135- 2773835 & 0135 –2774178.
  - (ii) 0135- 2773838 – FAX.

49. **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 specializations. Medically ill/unfit Officer Cadets will report to Section Hospital for treatment of their ailment.

**PART VII – GRANT OF COMMISSION**  
**(FOR ALL ENTRIES)**

50. The Officer Cadets 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.

51. It may be noted that detailment of selected candidates for the course does not mean final approval for commission. Candidates can be withdrawn on failing to achieve minimum laid down standards or on discipline grounds and lacking basic character qualities, with approval of HQ ARTRAC.

52. **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) X<sup>th</sup> Class Marksheet.
  - (ii) X<sup>th</sup> Class Certificate.
  - (iii) XII<sup>th</sup> Class Marksheet.
  - (iv) XII<sup>th</sup> 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**

53. The IMA aims at developing the highest standards in leadership qualities, selfless service, discipline, esprit-de-corps, knowledge and the spirit of adventure. Officer Cadets are transformed into dynamic, enterprising individuals fit to serve the Indian Army as officer. 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(a) 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 \_\_\_\_\_

Contact Number \_\_\_\_\_

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 TOfficer Cadets 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 Headquarter 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 for your entry.

**JOINING INSTRUCTIONS FOR NDA CADETS WHO ARE REPORTING TO JOIN THE**  
**INDIAN MILITARY ACADEMY, DEHRADUN ON SUCCESSFUL COMPLETION OF**  
**TRAINING FROM NDA, KHADAKWASLA, PUNE: COURSE NO \_\_\_\_\_**

***ACKNOWLEDGEMENT***

NDA No \_\_\_\_\_

Name \_\_\_\_\_

Full Address \_\_\_\_\_

To

**Adjutant**  
**Indian Military Academy**  
**PO- Premnagar, Dehradun**  
**PIN- 248007**

Sir,

I shall report at the IMA, Dehradun on \_\_\_\_\_ (due date of Arrival).

Counter signature of the father/guardian

Signature of the Officer Cadet

**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 Officer 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/infirmary/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 anesthesia 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 Officer 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 'D'**  
**(Refers to Para 13(a)(vi)**  
**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 Officer 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 anesthesia administered to me, for the  
treatment of any injury received as aforesaid or otherwise at the said Indian Military  
Academy.

**For Direct Entry, Technical Graduate and Ex-NDA 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.

Place: .....

Date: .....

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

.....  
(Signature of witness)

(..... ) Signature of the Candidate

\*Name of Officer 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.**

**RECORD CARD: OFFICER CADET**RECENT  
PHOTOIMA NO ..... COY/BN .....  
(ALLOTTED ON ARRIVAL)

1.	Course Ser No		2.	Entry	
3.	Name of Officer Cadets :-				
	Full Name (in block capital) English	First Name	Middle Name	Last Name	
4.	Nationality		5.	Religion	
7.	Blood Gp		8.	Identification Marks	(a) (b)
				Height in cm-	Hair Colour- Eye Colour-
9.	Date of Birth		10.	Place of Birth	
11.	Mother tongue		12.	UPSC Roll No	
13.	SSB Bd and Ser No		14.	SSB Batch No & Chest No	SSB Location
15.	Full Name of Father and Mother	(a) Father-	Father's Domicile		
		(b) Mother-	City/District	State	
16.	Home address				
	Address Line 1				
	Address Line 2				
	Village		Tehsil		ECI Office
	PO	PS	City		Nearest Rly Stn
	District		State		
	PIN Code		Contact Number and email ID		
17.	Father's/Guardian's profession		Mother's profession		
	in case of Indian Armed Forces please furnish details below :-				
	Army/ Air Force / Navy				
	Rank		Offr/OR		
	Unit		Arms		
	Serving/Ex-servicemen				
18.	Monthly Income of Father/Guardian		Rs	Monthly Income of Mother/Guardian	Rs
	Below 1 lakh	1 lakh – 5 Lakh	> 5 lakh to 10 Lakh	> 10 lakh to 20 Lakh	>20 lakh to 50 Lakh Above 50 Lakh
19.	Your profession prior to joining IMA				
	Profession	Dt of Resignation	Company Name	Durations in months	
20.	Are you from Army/Navy/Air force/TA/ Civil Government/Semi Government? If so furnish the details				
	Army/Personal No-		Rank -	Arms/Svc -	
	Parent Unit/Corps -		Dt of Enrolment -	I Card No	
	Total monthly pay last drawn-		Name of PAO (ORs) -		
21.	Competitive Exams. All competitive exams appeared for before joining IMA :-				
	Def Forces (Army/Navy/Af) NDA/CDSE etc	Type of entry	No of attempts	Civ Services	Type of Entry Others

22. Give details of your Educational and Technical Qualifications on the following Form. Please start with Matriculation or an equivalent examination only:-

Name of School/ College Attended/	Convent/ Non Convent	Examination Passed	Year	Main Subjects taken	%age	Div/ Class	Name of University/ Board
		10 <sup>th</sup> /High School					
		12 <sup>th</sup> /Intermediate					
		Graduation (.....)					
		Post-Graduation (.....)					

23. 12<sup>th</sup> PCM :- PM..... PCM ..... PCB ..... PCMB .....

24. Language Known :-

Language	Speak/Write/Read	Qualification	University/College

25. State to which you belong to ..... 26. Marital Status .....

27. Have you ever been a member of NCC/OTU, If so furnish details : Rank in NCC.....NCC Dte .....  
Cert Obtained A/B/C..... Whether in Jr Div/Sr Div ..... Period of Training .....

28. Family details and Nok

Name	Relationship	DOB	Aadhar Card	Profession	Place of Birth	Contact No
	Father					
	Mother					
	Brother (s)					
	Sister (s)					

Name and address of next of kin showing relationship .....

(nearest relative ie Father, Mother or Wife) .....

29. Games/Sports ..... National/State level Sports, if any .....

30. Hobbies/extra-curricular activities .....

31. Aadhar Card Number ..... 32. You belong to : Urban/Semi Urban/Rural

33. Have ever been trained at IMA/OTA/NDA, If so furnish details :-Academy No .....

Course Ser No ..... Dt of Joining .....Dt of leaving with reason .....

34. Bank Details . Bank Name -  
IFSC Code Bank Address

MICR Code  
A/C No

BSR Code

35. Whether selected for provisional admission on bond basis (Yes/ No)- \_\_\_\_\_

36. Date and time of arrival at Indian Military Academy.....

Signature of Officer Cadet

Note : Two sets of photocopy of educational documents, Aadhar Card and PAN Card are required alongwith original at the time of reporting to IMA.

**CERTIFICATE**

1. I, IMA No \_\_\_\_\_ Name \_\_\_\_\_ Course \_\_\_\_\_ Coy/ Bn \_\_\_\_\_ has deposited mobile phone with following detls :-

(a)	IMEI No – 01	-	
(b)	IMEI No – 02	-	
(c)	Model and company Name	-	
(d)	OS (IOS/ Android/ other )	-	
(e)	Mobile No(s)	-	

2 I certify that :-

(a) All social networking website accounts and apps previously held in my name have been deactivated and uninstalled by me.

(b) Social Media Apps as shown at **Annexure 1** have also been deactivated and uninstalled by me.

(c) I am not in possession of any other mobile other than above mentioned mobile phone.

(d) Sim Card No \_\_\_\_\_ belongs to me and is registered under my name

3. A disciplinary action may be initiated against me in case of certifying incorrect details and violation of policy on usage of mobile phone.

Station :

(Sig of Officer Cadets)

Dt :

**SOCIAL MEDIA APPS: BANNED FOR USAGES**

S NO	APPS	S NO	APPS	S NO	APPS
<b><u>MESSAGING PLATFORMS</u></b>		<b><u>UTILITY APPS</u></b>		<b><u>DATING APPS</u></b>	
1	WE CHAT	31	CAM SCANNER	60	TINDER
2	QQ	32	BEAUTY PLUS	61	TRULY MADLY
3	KIK	33	TRUE CALLER	62	HAPPN
4	OoVoo	<b><u>GAMING APPS</u></b>		63	AISLE
5	NIMBUZZ	34	PUBG	64	COFFEE MEETS BAGEL
6	HELO	35	NONO LIVE	65	WOO
7	QZONE	36	CLASH OF KINGS	66	OKCUPID
8	SHARE CHAT	37	ALL TENCENT GAMING APPS	67	HINGE
9	VIBER	38	MOBILE LEGENDS	68	BADOO
10	LINE	<b><u>E-COMMERCE</u></b>		69	AZAR
11	IMA	39	CLUB FACTORY	70	BUMBLE
12	SNOW	40	ALIEXPRESS	71	TANTAN
13	TO TOK	41	CHINABRANDS	75	ELITE SINGLES
14	HIKE	42	GEARBEST	73	TAGGED
<b><u>VIDEO HOSTING</u></b>		43	BANGGOOD	74	COUCH SURFING
15	TIK TOK	44	MINILNTHEBOX	<b><u>ANTIVIRUS</u></b>	
16	LIKEE	45	TINYDEAL	75	360 SECURITY
17	SAMOSA	46	DHHGATE	NEWS APP	
18	KWALI	47	LIGHTIN THE BOX	76	NEWS DOG
<b><u>CONTENTS SHARING</u></b>		48	DX	77	DAILY HUNT
19	SHAREIT	49	ERICDRESS	<b><u>ONLINE BOOK READING APPS</u></b>	
20	XENDER	50	ZAFUL	78	PRATILIP
21	ZAPYA	51	TBDRESS	<b><u>HLTH APPS</u></b>	
<b><u>WEB BROWSERS</u></b>		52	MODLITY	79	HEAL OF Y
22	UC BROWSER	53	RESEAL	<b><u>LIFESTYLE APPS</u></b>	
23	UC BROWSER MINI	54	SHEIN	80	POPXO
<b><u>VIDEO AND LIVE STREAMING</u></b>		55	ROMWE	<b><u>KNOWLEDGE APPS</u></b>	
24	LIVE ME	<b><u>NW</u></b>		81	VOKAL
25	BIGO LIVE	56	FACEBOOK	<b><u>MUSIC APPS</u></b>	
26	ZOOM	57	BAIDU	82	HUNGAMMA
27	FAST FILMS	58	INSTARGRAM	83	SONGS.PK
28	VMATE	59	ELLO	<b><u>BLOGGING/MICRO BLOGGING</u></b>	
29	UPLIVE	76	SNAPCHAT	84	YELP
30	VIGO VIDEO			85	TUMBIR
				86	REDDIT
				87	FRIENDS FEED
				89	PRIVATE BLOGS

**AFFIDAVIT BEFORE THE COMPETENT AUTHORITY**

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

\_\_\_\_\_ is solemnly affirm following on oath :

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

**DETAILS FOR GRANT OF STIPEND**  
**(TO BE FILLED IN BLOCK LETTERS ONLY)**

**1. General Details.**

(a) Name																				
(b) Religion																				
(c) Date of birth (DD/MM/YYYY)	D	D	M	M	Y	Y	Y	Y												
(d) Course																				
(e) Entry																				
(f) Academy Number																				
(g) Date of Commencement of Training (DD/MM/YYYY)	D	D	M	M	Y	Y	Y	Y												
(h) Date of commission (DD/MM/YYYY)	D	D	M	M	Y	Y	Y	Y												

**(TO BE FILLED ON  
ARRIVAL)**

**2. Address Details.**

(a) House No , Locality																				
(b) Village/ Town/ City																				
(c) Post Office																				
(d) State																				
(e) Pin Code	1	2	3	4	5	6														
(f) District																				

(g)	Nearest Railway Station
-----	-------------------------


**3. Family Details (NOK).**

(a)	Family Member Name
(b)	Date of birth of family member (DD/MM/YYYY)
(c)	Relationship

D	D	M	M	Y	Y	Y	Y						

**4. Pers Details.**

(a)	Visible Iden Mark
(b)	Sex
(c)	Blood Group.
(d)	Aadhar Card Number (12 digits only)

1	2	3	4	5	6	7	8	9	10	11	12		

(e)	PAN Card No (10 characters only)
-----	----------------------------------

1	2	3	4	5	6	7	8	9	10
---	---	---	---	---	---	---	---	---	----

**5. Banker Details (Only DSP Bank Account).**

(a)	Account Type
-----	--------------

--	--	--	--	--	--	--	--	--	--	--	--	--	--

(b)	Account Number
-----	----------------

1	2	3	4	5	6	7	8	9	10	11	12	13
---	---	---	---	---	---	---	---	---	----	----	----	----

(c)	Bank Name
-----	-----------


(d)	Bank Code
-----	-----------

--	--	--	--	--	--	--	--	--	--	--	--	--	--

(e)	IFSC Code
-----	-----------

--	--	--	--	--	--	--	--	--	--	--	--	--	--

(f)	Bank Pin Code
-----	---------------

1	2	3	4	5	6
---	---	---	---	---	---

Signature of Offr Cadet \_\_\_\_\_  
 Name of Offr Cadet-

**Appendix 'J'**(Refers to Para 13(a)(xiii) of  
Joining Instructions)**MEASUREMENT OF KITTING & FOOTWEAR ITEMS**

The under mentioned details should be forwarded on email:-  
([gckittingmeasurementima@gmail.com](mailto:gckittingmeasurementima@gmail.com)):-

1. **MEASUREMENT FOR TROUSER**

S No	Details	Size (In Inches)	Remarks
(a)	Trouser waist		Should be ½ inch above Navel
(b)	Hip		Should be 1 inch loose
(c)	Trouser Length		When worn ½ inch above Navel
(d)	Inside		
(e)	Bottom		

2. **MEASUREMENT FOR COAT**

S No	Details	Size (In Inches)	Remarks
(a)	Coat Length		
(b)	Shoulder		
(c)	Sleeves		
(d)	Chest		
(e)	Coat Waist		

3. **MEASUREMENT FOR SHIRT**

S No	Details	Size (In Inches)	Remarks
(a)	Shirt Length		Should be till Half Thumb
(b)	Shoulder		
(c)	Chest		
(d)	Neck		
(e)	Sleeves		

4. **MEASUREMENT FOR SHOES**

S No	Details	Size (UK and USboth)	Remarks
(a)	Sports Shoe		Size as per Formal Shoes
(b)	Drill Shoe		
(c)	Brogue Shoe		
(d)	Riding Shoe		
(e)	High Ankle Shoe		
(f)	DMS Shoe		

5. Name of Candidate : \_\_\_\_\_ Contact No : \_\_\_\_\_  
Email : \_\_\_\_\_

**Appendix 'K'**

(Refers to Para 13(a)(xvi) of  
Joining Instructions)

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

1. The agreement dated.....day of .....between 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 Officer 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 Officer 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 Officer Cadet being selected by the Government for the purpose of the aforesaid training the Guarantors covenants with the Government that the Officer 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 Officer Cadet, is prevented from doing so by death or on account of ill-health or some other reason over which he, the Officer Cadet, has no control or by being removed/withdrawn on the ground that the Officer Cadet is considered by the said appropriate authority to be unfit to continue as an Officer 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 Officer Cadet, he does not complete the prescribed period of the training, or he, the Officer Cadet, does not accept a Commission if offered as covenanted above, then the Guarantor and the Officer Cadet shall jointly and severally be liable to pay forthwith to the Government in cash such sums as the Government on account of the Officer Cadet on his training and all the money received by the Officer 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 hereinbefore 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 Officer Cadet)

Name : .....

Name : .....

Address : .....

Address : .....

In the presence of :-

In the presence of :-

.....

.....

(Witness)

(Witness)

Name : .....

Name : .....

Address : .....

Address : .....

.....

.....

.....

.....

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

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.

**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)

(a) I certify that.....of.....was vaccinated on.....He received the following protection against the entire group of disease:-

- (i)#
- (ii)
- (iii)

(b) I certify that ..... is not showing any symptoms of COVID-19.

(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.

**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)

**Appendix 'O'**

(Refers to Para 13(d)(ii), Para13(d)(v) and Para 13(d)(vi) of Joining Instructions)

**SUPPLEMENTARY AGREEMENT TO BE SIGNED BY OFFICER 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 on .....day of ..... between .....son of .....(Hereinafter called "the Officer 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 (hereinafter called "the Government" which expression shall include his successors and assignee where the context so admits) of the third party.

WHEREAS .....the Officer 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)] by .....or 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 Officer Cadet to the Indian Military Academy for the purpose of aforesaid training the Officer 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 Officer Cadet shall be liable to be removed from the Indian Military Academy and the Officer 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 Officer 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 Officer 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 Officer Cadet in respect to the recovery of the said monies by the Government, or shall it be necessary for the Government to sue the Officer 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 Officer 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.**

**Appendix 'P'**  
(Refers to Para 13(d)(iii)  
of Joining Instructions)

Course Number : .....  
Roll Number : .....  
Referee No : **One**

Photograph in civil dress.  
Signed by candidate.  
To be authenticated by an officer along with his apt **stamp**.

**CHARACTER AND IDENTITY CERTIFICATE OF CANDIDATES FOR COMMISSION**

1. Certified that I know Shri \_\_\_\_\_ son of \_\_\_\_\_ who is resident of (give permanent address) \_\_\_\_\_

for the \_\_\_\_\_ Years (**at least last two years/ more than two Years**) and \_\_\_\_\_ months and to the best of my knowledge and belief he bears good moral character and has no antecedents which would render him unsuitable for grant of Commission in the Defence Services.

2. He is married/unmarried with/without \_\_\_\_\_ child/ children.

Station :          <b>Office Stamp of Referee</b>	Signature of referee..... Name ..... Designation / Status ..... Address ..... ..... Office Telephone Number ..... Mobile Number .....
---	---

Note :- Referee is/ are respectable persons of the society, preferably Gazetted Officers, **who know candidate minimum period of which should be two years or more as on date of SSB for this certificate to be valid )**

**PARTICULARS OF CANDIDATE**

1. Name in Full (IN BLOCK LETTERS) .....
  2. Father name in full (IN BLOCK LETTERS) .....
  3. Father / Guardians name and full present address .....
  4. Name of School/ College and date of leaving .....
  5. Date of entry in School/ College and date of leaving .....
  6. Class up to which studied or at present studying .....
  7. In case you are studying give your roll No, if any .....
- Station : .....
- Signature of Candidate

Course Number : .....  
Roll Number : .....  
Referee No : **Two**

Photograph in civil dress.  
Signed by candidate.  
To be authenticated by an officer along with his apt **stamp**.

**CHARACTER AND IDENTITY CERTIFICATE OF CANDIDATES FOR COMMISSION**

1. Certified that I know Shri \_\_\_\_\_ son of \_\_\_\_\_ who is resident of (give permanent address) \_\_\_\_\_

for the \_\_\_\_\_ Years (*at least last two years/ more than two Years*) and \_\_\_\_\_ months and to the best of my knowledge and belief he bears good moral character and has no antecedents which would render him unsuitable for grant of Commission in the Defence Services.

2. He is married/unmarried with/without \_\_\_\_\_ child/ children.

<p>Station : _____</p> <p><b>Office Stamp of Referee</b></p>	<p>Signature of referee.....</p> <p>Name .....</p> <p>Designation / Status .....</p> <p>Address .....</p> <p>.....</p> <p>Office Telephone Number .....</p> <p>Mobile Number .....</p>
--	--

Note :- Referee is/ are respectable persons of the society, preferably Gazetted Officers, **who know candidate minimum period of which should be two years or more as on date of SSB for this certificate to be valid )**

**PARTICULARS OF CANDIDATE**

1. Name in Full (IN BLOCK LETTERS) .....
  2. Father name in full (IN BLOCK LETTERS) .....
  3. Father / Guardians name and full present address .....
  4. Name of School/ College and date of leaving .....
  5. Date of entry in School/ College and date of leaving .....
  6. Class up to which studied or at present studying .....
  7. In case you are studying give your roll No, if any .....
- Station : \_\_\_\_\_ Signature of Candidate

**TRAINING AND PHYSICAL FITNESS CERTIFICATE (DULY SIGNED BY THE CO)**

It is certificated that No \_\_\_\_\_ Rank \_\_\_\_\_ Name \_\_\_\_\_  
Unit \_\_\_\_\_ detailed to attend the SCO \_\_\_\_\_ Course from \_\_\_\_\_ to  
\_\_\_\_\_ vide IHQ of MoD (Army) letter No \_\_\_\_\_ dt \_\_\_\_\_ has :-

Qualified in Battle Physical Efficiency Test \_\_\_\_\_ (within three  
months of the commencement of the course) and achieved the following standards:-

BPET :- \_\_\_\_\_  
PPT :- \_\_\_\_\_

(Sig of CO)

**NON INVOLVEMENT CERT**

Certificate duly certified by the Commanding Officer that No \_\_\_\_\_  
Rank \_\_\_\_\_ Name \_\_\_\_\_ of \_\_\_\_\_ (unit/formation)  
is not involved in any disciplinary case as on \_\_\_\_\_ (the day JCO/NCO is  
SOS unit).

(Sig of CO)

**EDUCATION TRAINING GRANT CERT**

It is certified that Education Training Grant for the months of \_\_\_\_\_ to \_\_\_\_\_ has neither been claimed nor will be claimed by this unit in respect of No \_\_\_\_\_ Rank \_\_\_\_\_ Name \_\_\_\_\_ of \_\_\_\_\_ (unit/formation) who has been detailed to attend the SCO Course at IMA Dehradun.

(Sig of CO)

**AMENITY GRANT CERT**

It is certified that Amenity Grant has neither been claimed nor will be claimed in respect of No \_\_\_\_\_ Rank \_\_\_\_\_ Name \_\_\_\_\_ of \_\_\_\_\_ (unit/formation) who has been detailed to attend the SCO Course at IMA Dehradun.

(Sig of CO)

**Appendix 'R'**

(Refers to Para 18(d) of Joining Instructions)

**LIST OF RECOMMENDED BOOKS**

<b><u>S.No</u></b>	<b><u>SUBJECT / BOOK</u></b>	<b><u>AUTHOR</u></b>
<b><u>MILITARY HISTORY &amp; MILITARY THINKING</u></b>		
1	Military History of India	Jadunath Sarkar
2	Slender was the thread Kashmir Confrontation 1947-48	Lt Gen LP Sen
3	The lightening campaign	DK Palit
4	The war that wasn't	Shiv Kunal Verma
5	Kargil : From surprise to victory	Gen VP Malik
<b><u>CURRENT AFFAIRS &amp; INTERNATIONAL RELATIONS</u></b>		
6	Globalization World Politics	Steve Smith John Baylis
7	The Clash of Civilizations and the Remaking of World Order	Samuel P Huntington
8	The Revenge of Geography	Robert D Kaplan
<b><u>MILITARY MANAGEMENT</u></b>		
9	Military Psychology and Leadership Development	Lt Col (Dr) Samir Rawat
10	Psychology for Soldiers	VP Malhotra
<b><u>SCIENCE &amp; WARFARE</u></b>		
11	Understanding GPS/GNSS Principles & applications	Elliott D Kaplan
12	Basics of unmanned aerial vehicles	Garvit Pandya
13	Fundamentals of guided missiles	S R Mohan
14	Artificial Intelligence Basics	Tom Tauli
<b><u>INFORMATION TECHNOLOGY</u></b>		
15	Mastering MS office	Bittu Kumar
16	Microsoft office step by step	Curtis Frye

**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/01 Jul :

- (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 Officer Cadet

**PARENT'S/GUARDIAN'S CONSENT FOR RESIGNATION**

1. I, ..... Son of Shri .....  
father of No ..... Officer 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**

<b><u>S No</u></b>	<b><u>Club</u></b>	<b><u>Type</u></b>
1.	Martial Art Club	Outdoor
2.	Gym & Weight Trg Club	
3.	Squash Club	
4.	Tennis Club	
5.	Swimming Club	
6.	Yoga Club	
7.	Shooting Club	
8.	Riding & Polo Club	
9.	Mountaineering Club	
10.	Photography Club	
11.	Driving & Maintenance Club	
12.	Golf Club	
13.	MTB Club	
14.	Archery Club	
15.	Arts & Sculpture Club	Indoor
16.	Music & Dramatics Club	
17.	Computer Application Club	
18.	Creative Writing and Journalism Club	
19.	Science & innovation club	
20.	Mandarin Club	