JOINING INSTRUCTIONS
FOR
GENTLEMEN CADETS

भारतीय सैन्य अकादमी
Indian Military Academy
IMA 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 of the Country training Gentlemen Cadets for commission into the Indian Army. The Academy is known for its glorious history. Its dynamic efficiency and valiant traditions are not only 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 leadership of troops is paved with a challenging, exciting and an exacting service. The Military Academy is no soft option to glamour and heraldry. 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 the Indian Army.

Brief History

3. Till 1932, potential Indian Officers were trained at the Royal Military Academy, Sandhurst along with British officers.

4. Founded in 1932 to fulfill the growing need for Indianisation, the IMA has grown from its First Course of 40 Gentlemen Cadets to a planned capacity of 1200 Gentlemen Cadets. Its professional fame places it alongside the finest, though much older, military training institutions of the world. The outstanding records of its alumni on battlefields around the world are praiseworthy.

5. 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.

6. 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

7. 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 thus 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.
CULTURAL ASPECTS

Location

8. The IMA is located in Premnagar on the out-skirts of Dehradun, a town in Uttarakhal 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 rugged mountains in the vicinity form an ideal training ground for the young Gentlemen Cadets. It is believed that Dronacharya had his Ashram nearby and used the area for training his disciples in the Art of War.

Weather

9. 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

10. Immediately on receipt of Joining Instructions, acknowledgement will be sent, as per format given at Appendix A with a copy to Commandant IMA, Dehradun.

11. The following documents duly completed will be brought by the Gentlemen Cadets and will be checked on arrival at the Academy:

(a) Original/Ink signed Call Letter/Joining Instruction from Recruiting Directorate, IHQ of MoD (Army).

(b) Proof of Identity (Issued by Govt Authorities ie 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 & 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.

(i) Original marks sheets of all terms/semesters of Post Graduation, as applicable.
(k) Medical Certificate duly signed by Registered Medical Practitioner as per Appendix B attached.

(l) Parents Income Certificate as per Appendix C attached.

(m) Bond to be signed by the Gentlemen Cadets parent/guardian as per Appendix D attached.

(n) 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 Commandant IMA, Dehradun for the duration of training @ Rs. 8785/-per week. (Actual dates for deposit of advance money will be calculated according to instruction at the time).

(o) Risk Certificate to be signed by Parent/Guardian of the candidate selected for training as per Appendix F attached.

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

(q) Security deposit as asked for in the call letter/Joining Instructions issued by the Recruiting Directorate, IHQ of MoD (Army).

(r) **PAN Cards.** All candidates should be in possession of PAN Cards 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 notorised required in case of discrepancy in Name from the Matriculation Certificate. Name & DOB as mentioned in the Matriculation Certificate will be treated as final. Specimen of Affidavit is at Appendix J.

12. All documents will have to be completed as per instructions given in the respective formats. All the documents must be signed by all concerned.

13. 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 Gentlemen Cadets 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. 8785/- 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, he will be withdrawn from the IMA.
14. **Provisional Induction in the IMA** - In case a Gentleman Cadet 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. 8785/- per week**. In no case such extensions for submission of Education Qualification/Degree be permitted beyond three months. *If a Gentleman Cadet 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 representations in this regard will be accepted thereafter.*

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

(a) **Rail**

<table>
<thead>
<tr>
<th>S. No.</th>
<th>Train</th>
<th>From-To</th>
<th>Arrival at Dehradun</th>
</tr>
</thead>
<tbody>
<tr>
<td>(i)</td>
<td>Bombay Express</td>
<td>Bombay VT-Dehradun</td>
<td>1735hrs</td>
</tr>
<tr>
<td>(ii)</td>
<td>Doon Express</td>
<td>Howrah-Dehradun</td>
<td>00710hrs</td>
</tr>
<tr>
<td>(iii)</td>
<td>Mussoorie Express</td>
<td>Delhi-Dehradun</td>
<td>0800hrs</td>
</tr>
<tr>
<td>(iv)</td>
<td>Shatabdi Express</td>
<td>New Delhi-Dehradun</td>
<td>1240hrs</td>
</tr>
<tr>
<td>(v)</td>
<td>Jan Shatabdi Express</td>
<td>New Delhi-Dehradun</td>
<td>2110hrs</td>
</tr>
<tr>
<td>(vi)</td>
<td>Janta Express</td>
<td>Varanasi-Dehradun</td>
<td>0640hrs</td>
</tr>
<tr>
<td>(vii)</td>
<td>Link Express</td>
<td>Allahabad-Dehradun</td>
<td>1310hrs</td>
</tr>
<tr>
<td>(viii)</td>
<td>329 Dn Lahori Passenger</td>
<td>Amritsar-Dehradun</td>
<td>1005hrs</td>
</tr>
<tr>
<td>(ix)</td>
<td>Saharanpur</td>
<td>Saharanpur-Dehradun</td>
<td>1935hrs</td>
</tr>
<tr>
<td>(x)</td>
<td>Ujjain Express/</td>
<td>Ujjain-Dehradun (Thu, Fri)/</td>
<td>1900hrs</td>
</tr>
<tr>
<td></td>
<td>Indore Express</td>
<td>Indore-Dehradun (Sun &amp; Mon)</td>
<td></td>
</tr>
<tr>
<td>(xi)</td>
<td>Rapti Ganga Express</td>
<td>Gorakhpur-Dehradun (Thu &amp; Sat)</td>
<td>1400hrs</td>
</tr>
<tr>
<td>(xii)</td>
<td>Uttranchal Express</td>
<td>Okha-Dehradun (Sat only)</td>
<td>1900hrs</td>
</tr>
<tr>
<td>(xiii)</td>
<td>Upasana Express</td>
<td>Howrah-Dehradun (Wed &amp; sat only)</td>
<td>1800hrs</td>
</tr>
<tr>
<td>(xiv)</td>
<td>Kathgodam Express</td>
<td>Kathgodam-Dehradun</td>
<td>0420hrs</td>
</tr>
<tr>
<td>(xv)</td>
<td>Chennai Express</td>
<td>Chennai-Dehradun (Sat only)</td>
<td>0500hrs</td>
</tr>
<tr>
<td>(xvi)</td>
<td>Rapti Ganga Express</td>
<td>Muzaffarpur-Dehradun (Tue)</td>
<td>1400hrs</td>
</tr>
<tr>
<td>(xvii)</td>
<td>New Delhi Dehradun</td>
<td>Delhi-Dehradun</td>
<td>0540hrs</td>
</tr>
<tr>
<td></td>
<td>AC Express</td>
<td></td>
<td></td>
</tr>
<tr>
<td>(xviii)</td>
<td>Kochu Velly Dehradun</td>
<td>Kochu Velly-Dehradun (Sun Only)</td>
<td>1800hrs</td>
</tr>
</tbody>
</table>

**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 Amritsar.
Medical

16. 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.

17. 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

18. 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 :-

<table>
<thead>
<tr>
<th>Item</th>
<th>Quantity</th>
</tr>
</thead>
<tbody>
<tr>
<td>(a) Winter Sports Coat or Blazer (preferably Blue Colour)</td>
<td>1</td>
</tr>
<tr>
<td>(b) Woolen Trouser to be worn along with (a) above (preferably grey flannel)</td>
<td>1</td>
</tr>
<tr>
<td>(c) Pullover (White)</td>
<td>1</td>
</tr>
<tr>
<td>(d) Shirt (White)</td>
<td>4</td>
</tr>
<tr>
<td>(e) Shorts (White)</td>
<td>2</td>
</tr>
<tr>
<td>(f) Leather Shoes (preferably Black Brogue Shoes) (Boot Ankle if in possession may be brought)</td>
<td>1</td>
</tr>
<tr>
<td>(g) Bed Sheets (White)</td>
<td>2</td>
</tr>
<tr>
<td>(h) Towel Bath (White)</td>
<td>2</td>
</tr>
<tr>
<td>(i) Socks Nylon (White Plain)</td>
<td>4</td>
</tr>
<tr>
<td>(k) Socks Nylon (Black Plain)</td>
<td>4</td>
</tr>
<tr>
<td>(l) Handkerchiefs</td>
<td>12</td>
</tr>
<tr>
<td>(m) Steel Box Black (Length -35&quot;, Height - 11&quot;, Width - 19&quot;)</td>
<td>1</td>
</tr>
</tbody>
</table>

Forbidden Articles

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

<table>
<thead>
<tr>
<th>Item</th>
</tr>
</thead>
<tbody>
<tr>
<td>(a) Dogs or Pets.</td>
</tr>
<tr>
<td>(b) TV Sets, or Music System.</td>
</tr>
<tr>
<td>(c) PC, Laptop and Cellular Phones (Multi Media enabled).</td>
</tr>
<tr>
<td>(d) Motor Cycle, Scooter, Bicycles or Car.</td>
</tr>
<tr>
<td>(e) Air Guns, Pistols, fire arms and ammunition.</td>
</tr>
</tbody>
</table>
(f) Private Servant.
(g) Wines, Spirits, Malt, Liqueur.
(h) Articles of value or jewellery.
(i) Cigarettes or smoking material and intoxicating material (including drugs).
(k) Pornographic Material.
(l) Electrical appliances including refrigerator, heater etc.

**Photographs**

20. All GCs will bring 10 copies of their photographs in white shirt and necktie. The size of each photograph should be approximately 4.7 x 3.5 cms with light skyblue background and **3.5 x 2.5 cms (5 Nos)** with light skyblue background.

**PROFESSIONAL ASPECTS**

**Physical Fitness**

21. 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 GC academic performance. Prospective Candidates are therefore advised to keep themselves in good physical state, by following the undermentioned regime daily:

   (a) Running (5 kms in 30 minutes).
   (b) Skipping (10 to 15 minutes).
   (c) Push ups and Sit ups (minimum 30 each).
   (d) Chin ups (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**

22. Keeping in mind the advancement in the field of IT 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

23. Indian Military Academy will establish a Reception Centre at Dehradun Railway Station from 0600h to 2000h for a week prior to commencement of the term. Transport will be available for conveyance of GCs and their baggage to IMA.

24. GCs coming by private conveyance or reaching after 2000h are advised to report to Reception Center at IMA.

Late Arrival

25. 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 normally available on telephone numbers – 2773831 & 2774160 with following extensions :-

(a) Adjutant .
   (i) Office --- 5230
   (ii) Residence --- 5330

(b) Assistant Adjutant.
   Office ---- 5231
   Residence ---- 5331

(c) FAX ---- 2773838

(d) STD Code for Dehradun ---- 0135

Accommodation

26. Direct Entry. GCs will be provided with free accommodation and will be required to live in the cabins allotted. The cabins allotted to them will be furnished.

27. Technical Graduate/University Entry Scheme. GCs will be provided with accommodation on nominal rent and will be required to live in the cabins allotted. The cabins allotted will be furnished.

Messing

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

29. 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

30. 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 GCs.

Correspondence and Address

31. All correspondence will be addressed as under :-
   No. ________________________________
   Gentleman Cadet (Name) ________________
   Company ____________________________
   Battalion ____________________________
   IMA
   Dehradun (Uttarakhand)-248007

Note: GCs will be allotted a GC Number, Company and Battalion on arrival at the Academy.

Discipline

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

Leave/Vacations

33. 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 (Jun-Jul) - 4 weeks
   (b) Winter Vacation (Dec-Jan) - 4 weeks

34. GC will be permitted to proceed home during the vacation. The final decision as to whether or not they should be permitted to proceed home during the vacation shall, however, rest with Commandant, Indian Military Academy.

Visitors

35. GCs may receive visitors only after six weeks of commencement of term

<table>
<thead>
<tr>
<th>Summer</th>
<th>Winter</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sunday/Holiday</td>
<td>1000-1900 hrs</td>
</tr>
</tbody>
</table>

36. **Visit to City.** GCs are permitted to visit Dehradun City on Sundays and Holidays on attaining laid down standards in Drill.
Marriage

37. **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.

38. **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

39. As a matter of policy, GCs will not be permitted to appear for any interview or examination during their course of training.

Resignation

40. 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, messing and allied services. At present the cost of training is **Rs. 8785/- per week** which will be calculated from the day of joining to the day he is struck off strength of this Academy.

PART IV —PAY AND ALLOWANCES

41. **Direct Entry**

(a) Direct Entry GCs will be given a stipend of Rs. 21000/- per month during their entire training period at IMA.

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

42. **Technical and University Entry Scheme**

(a) Tech GCs are entitled to a provisional issue of pay and allowances @ Rs. 21000 P.M 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 Lt. 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 withdraw/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 Rs. 486 per month and will vary from time to time. In addition, they will also be required to meet their pocket expense at the IMA.

(c) UES entry GCs will be given a stipend @ Rs. 21000 PM for the last one year of their final year of Engineering. They will be given Pay and Allowance of the rank of Lt @ Rs. 27000 per month plus DA for their training period at IMA.

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

<table>
<thead>
<tr>
<th>Ser No</th>
<th>Names of State</th>
<th>Detls of Incentive</th>
</tr>
</thead>
<tbody>
<tr>
<td>(a)</td>
<td>Govt of Punjab</td>
<td>Rs 1 Lakh wef 01 Apr 2011</td>
</tr>
<tr>
<td></td>
<td></td>
<td>(one time incentive).</td>
</tr>
<tr>
<td>(b)</td>
<td>Govt of Gujarat</td>
<td>Scholarship of Rs 6,000/- per annum.</td>
</tr>
<tr>
<td>(c)</td>
<td>Govt of Manipur</td>
<td>Rs 1 Lakh (one time incentive).</td>
</tr>
<tr>
<td>(d)</td>
<td>Govt of Himachal Pradesh</td>
<td>Initial lump-sum grant &amp; pocket allowance.</td>
</tr>
<tr>
<td>(d)</td>
<td>Uttarakhand Govt</td>
<td>Rs 50,000/- wef 09 Nov 2011</td>
</tr>
<tr>
<td>(e)</td>
<td>Haryana Govt</td>
<td>Rs 1 Lakh wef Feb 2014.</td>
</tr>
<tr>
<td>(f)</td>
<td>Chandigarh (UT)</td>
<td>Rs 1 Lakh wef Se 2014.</td>
</tr>
</tbody>
</table>

**Compensation**

44. 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 handover the certificates duly signed to their Battalion Adjutant at IMA.

45. All GCs undergoing training at Indian Military Academy will be insured for Rs 50 lakhs for death and Rs. 20 lakhs for 100% disability reduced upto Rs. 4 lakhs for 20% disability, as per eligibility conditions, with AGIF, New Delhi under arrangements of the Academy for their duration of training. A premium @ Rs. 5000/- PM will be deducted on monthly basis from the stipend admissible to GCs of DE/TGC/UES during training period.
PART V – FACILITIES

Hobbies/Clubs

46. A large number of hobbies are encouraged in the IMA to include River Rafting, Angling, Riding & Polo, Shooting, Golf, Workshops, Music & Drama, Arts, Camera, Debating, Science & Computer, Driving & Maintenance and Para Sailing.

47. GCs can join the club of their choice. They may bring club material which they possess. Joining one of the clubs is mandatory.

Games

48. Games/Sports. Games are an important part of the curriculum in the Academy. The major activities include Hockey, Football, Basket Ball, Volley Ball, 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, basket-ball, polo and other games. The Academy has a large number of horses, a wide inventory of water sports equipment. It also has an indoor shooting range.

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

Movie

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

Canteen and Shopping

51. The Indian Military Academy has adequate shopping and canteen facilities.

Banking

52. 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.

Postal Service

53. IMA has a Post Office within its Campus which caters for the postal need of all GCs. Telegraph services are not available. Premnagar Post Office located 1 km from IMA has a telegraph facility.

Telecommunication Facility

54. 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.
55. The Indian Military Academy Exchange can be contacted from civil telephones on following numbers:

(a) 2773831, 832, 835, 741, 742, 2774160, 161, 2774173, 27734178

(b) 2773838 – FAX (STD Code of Dehradun is 0135)

**PART VI – SPECIAL INSTRUCTIONS**

56. 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 the specified period, 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 the stipulated period of time. Govt. of India, Ministry of Education vide letter No. F. 10-97./85-V-I dated 23 Sept 85 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 – CONCLUSION**

57. The Indian Military Academy 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.
JOINING INSTRUCTIONS FOR CANDIDATE SELECTED TO UNDERGO TRAINING WITH DIRECT ENTRY COURSE/TECHNICAL GRADUATE COURSE/UNIVERSITY ENTRY SCHEME 1 TO 2 TES AT THE INDIAN MILITARY ACADEMY, DEHRADUN

ACKNOWLEDGEMENT

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

Roll No. ______________________

Name ________________________

Full Address _______________________

To,

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

Or

Additional Directorate General of Recruiting
Recruiting TGC Entry
Adjutant General’s Branch
Integrated Headquarter 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 IMA, 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 IMA, Dehradun for reasons given below by me and I ___________________________ forego my claim to join IMA. 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:**

Commandant IMA
Dehradun (UK)

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

   (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 on ……………………He received the following protection against the Entire group of disease:-
   (a)
   (b)
   (c)

   (Signature of Medical Officer/Practitioner)

Place……………

Date……………

Note: *UPSC No. 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’S/GUARDIAN’S 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.
BOND TO BE SIGNED BY PARENT/GUARDIAN OF THE GENTLEMEN 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…………………………..and………………
…………… 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 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 covenant with the Government that the 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, 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 withdrawn 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 Cadet on his
training and all the money received by the 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 Cadet)

Name : ........................................... Name : ...........................................

Address : ........................................... Address : ...........................................

In the presence of:-

(Witness) (Witness)

Name : ........................................... Name : ...........................................

Address : ........................................... Address : ...........................................

Signed by Commandant/ Representative for and on behalf
of President of India
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.
SUPPLEMENTARY AGREEMENT TO BE SIGNED BY GENTLEMEN 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 Gentlemen 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 Gentlemen 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. That in consideration of the provisional admission to Gentlemen Cadet to the Indian Military Academy for the purpose of aforesaid training the Gentlemen Cadet and the surety covenant with the Government that the said documents will be produced to the Commandant, IMA 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 Gentlemen Cadet shall be liable to be removed from the Indian Military Academy and the Gentlemen 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 Gentlemen 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 Gentlemen Cadet as pay and allowances including TA 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 Gentlemen
Cadet in respect to the recovery of the said monies by the Government, or shall it be
necessary for the Government to sue the Gentlemen 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 Gentlemen 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 not 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 Gentlemen 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 as 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 Gentlemen 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.
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 Gentlemen 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 as a 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 divorce 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 Gentlemen 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.
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
Years Months Days

6. Address

7. Details as per following format:

<table>
<thead>
<tr>
<th>Course Ser No (DE/NDA/Tech)</th>
<th>Date of Joining IMA</th>
<th>Occupation Before Joining IMA</th>
<th>Whether applied for Admission/ Employment Elsewhere (give details)</th>
<th>Education/ Technical Qualification</th>
</tr>
</thead>
</table>

8. Reasons for Resignation

9. Details concerning Service Selection Board (SSB):

<table>
<thead>
<tr>
<th>SSB Batch No.</th>
<th>Name of SSB</th>
<th>Dates of SSB Interviews</th>
<th>Any other details/Remarks</th>
</tr>
</thead>
</table>

10. (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.
11. I here by 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 GC

PARENTS/GUARDIAN’S CONSENT FOR RESIGNATION

1. I, ...................................................................... Son of Shri .................................................. father of No .................................................. GC .................................................. who is presently undergoing pre-commission training at IMA, 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: 

Signature

Place:

Name

Address

Witness/Guarantors

1. Signatures

Name

Address

Dated

2. Signatures

Name

Address

Dated
AFFIDAVIT BEFORE THE COMPETENT AUTHORITY

I, IMA No/UPSC Roll No __________ Gentlemen 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