

It may be noted that only those candidates, who have obtained Eligibility letters for respective NCV grades from MMD, Chennai can apply for written exams at MMD, Chennai.

Regarding seat booking, the following mandatory documents are to be submitted to MMD, Chennai via email (mmdchn-eexam-ship@gov.in).

1. Eligibility letter issued by MMD, Chennai.
2. Course completion certificate from IMEI of respective grade.
3. Part A Exams result-report (For those applying Part B exams).
4. Part B Previous Result report (For those who have partially passed exams).
5. Bharat Khosh Fee Receipt (paid in the booking dates of the respective month) in favour of MMD, Chennai with the purpose of Examination fee for PAO, Shipping, Kolkata.
6. Valid STCW course certificates.

The seat booking requests with all the mandatory documents are to be sent via email strictly between the booking dates notified by DGS, Mumbai each month. Requests received beyond the notified booking dates shall not be entertained.

To collect the admit card, candidates have to report one working day before the date of examination or on the date of examination at 9.00 AM with two passport size photographs and photocopies of documents specified above along with Passport or CDC.