

## **MEO Class III (NCV-SEO) Part A**

- Course ID- 3212
- Course Duration: 2 months
- Course Timings: Monday to Friday  
0900hrs to 1600hours with lunch break and tea breaks
- Course Fee details are available under the “Course Fee”
- Course Schedule is available under “Course Schedule”
- Admission is based on first cum first serve basis.
- Please ensure your DGS profile is updated with proper photograph, signature and required details ([as per DGS order 7 of 2021](#)) In case candidate’s profile is not updated on DGS platform, then candidate’s name cannot be uploaded in the batch details
- Prior booking of a course please confirm the availability of a seat.  
Mail can be sent on [training@imare.in](mailto:training@imare.in) or **contact** on 022 - 27711663 / 27701664. Mob Nos.: +91 – 8454847896

### **For booking please follow the below STEPS**

**STEP1:** For Registration: <https://forms.gle/DBvLuEarFpbk3aqX9>

**STEP 2:** Upload the documents: Create a single folder with your Name + the Course name. Scan each of your documents and place them inside the folder and then email on [documents@imare.in](mailto:documents@imare.in)

For example: Folder Name Abhinav Class I. Files are CDC.pdf (Front page, last page and relevant stamped pages), Passport.pdf, INDos.pdf, MEO Class IV(NCV) COC.pdf. Only your photo can be a .jpg/JPEG file.

**STEP 3:** Pay the course Fee: Visit [www.imare.in](http://www.imare.in) --- Use the option “**Buy Online**” then choose the course you want to pay the course fee.

**STEP 4:** Send an email to [training@imare.in](mailto:training@imare.in) and [accounts@imare.in](mailto:accounts@imare.in). Kindly mention that you have completed all steps i.e., Step 1, 2 & 3. After completing all the steps, share your details and transaction details.

**STEP 5:** On completion of all 4 above steps, you will receive confirmation from training department.

**UNLESS YOU COMPLETE THE ABOVE 4 STEPS YOUR BOOKING WILL NOT BE CONFIRMED.**

*In Case of Cancellation 25% of the Course fee will be deducted.*