

## Refresher Updating Training Course For All Engineers (RUCE) – 3 days

- Course ID- 1118
- Course Duration: 3 days
- Course Timings: 0900hrs to 1730 hours 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/DSmcmvMJkZAvLDvo9>

**STEP 2:** Upload the documents: Create a single folder with your Name + the Course name. Scan each of your documents as a single pdf file and place 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, COC.pdf, and Eligibility Criteria ([as per DGS circular 143 of 2018](#)). Only your photo can be a .jpg file.

\* **Important** - Download Sea service record for RUT.xlsx and fill-up your sea service details, during the last 5 years only. Include this Excel sheet along with your documents. And then email to [documents@imare.in](mailto:documents@imare.in)

\* [Sea Service Record for RUT. xlsx](#)

\* **Warning:** Entering wrong data in the sea-time Excel-sheet is an offence.

Any dates entered will be verified against CDC entries.

\* **Important Note:** Please upload Master Checker Screenshot also in the documents folder.

**STEP 3:** Pay the course Fee: Visit [www.imare.in](http://www.imare.in) --- Use the option “Buy Online” [“Buy Online” \(https://imare.in/buy-online/\)](#) 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.*