

# MEMORANDUM OF UNDERSTANDING (MOU)

BETWEEN



INDIAN COAST GUARD



COAST GUARD WELFARE AND WELLNESS ASSOCIATION (CGWWA)

AND



# SRM

INSTITUTE OF SCIENCE & TECHNOLOGY  
(Deemed to be University u/s 3 of UGC Act, 1956)

SRM INSTITUTE OF SCIENCE AND TECHNOLOGY (SRMIST)  
POTTERI, KATTANKULATHUR, TAMIL NADU

## MEMORANDUM OF UNDERSTANDING (MoU)

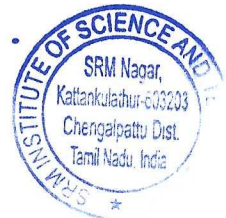
This Memorandum of Understanding (MoU) is signed at Indian Coast Guard Regional Headquarters, Chennai on this **8<sup>th</sup> day of July 2025**.

BY AND BETWEEN

1. **Indian Coast Guard (ICG)**, an Indian Armed Force having its mailing address at Coast Guard Headquarters, National Stadium Complex, New Delhi - 110001 (hereinafter referred to as "**First Party**").
2. The **Coast Guard Welfare & Wellness Association (CGWWA)**, known as 'Tatrakshika'. CGWWA refers to the Indian Coast Guard's gender-neutral 'Welfare and Wellness' association, which is set up, run and managed by the spouses of the Indian Coast Guard Personnel and has its HQ at Indian Coast Guard Headquarters, National Stadium Complex, New Delhi - 110001 (hereinafter referred to as "**Second Party**")

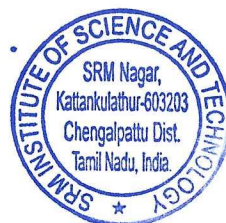
AND

3. **SRM Institute of Science and Technology (SRMIST)**, a top ranked private university in India, an institution of eminence, deemed to be university as per the UGC Act, 1956, located at Potheri, Kattankulathur, Tamil Nadu - 603203 through the Registrar of SRM Institution of Science and Technology Dr. S Ponnusamy (hereinafter referred to as "**Third Party**").
4. **Indian Coast Guard, CGWWA and SRM Institute of Science and Technology, Kattankulathur** are hereinafter collectively referred to as "**Parties**" and individually as "**Party**".
5. The First Party, Indian Coast Guard is undertaking this MoU for the welfare of wards of its serving and retired personnel including personnel killed/ wounded in action/ died while on duty/ physical casualties for education purposes.
6. The Second Party, **CGWWA**, supports the spouses and families of Coast Guard personnel including facilitating higher educational avenues for their families and wards.
7. The Third Party, SRM Institute of Science and Technology is a multi-disciplinary research focused and student-centric university that offers a full range of academic programs at the undergraduate, postgraduate levels for the quality of its research and creative endeavours and their applicability to improving quality of life, generating new insight and expanding the boundaries of human knowledge creativity.



## Purpose

8. The Parties are desirous of collaborating with each other for the education of the wards/ spouses of Indian Coast Guard personnel including families of Coast Guard personnel deceased while in service, personnel with disabilities, physical casualties, retired Coast Guard personnel etc.
9. The parties hereto have agreed to enter into this Memorandum of Understanding on the terms and conditions given in succeeding paragraphs.
10. **Responsibilities of First Party.**
  - 10.1. To facilitate admission in the courses offered by **SRMIST** on predefined date by way of informing all the prospective schools, all ranks and other institutions of Indian Coast Guard.
  - 10.2. Principal Director (Administration) to be a one-point of contact for representing all policy and administrative issues and to clear names of prospective students on the basis of criteria as decided by the Indian Coast Guard.
  - 10.3. To maintain communication with the **SRM Institute of Science and Technology**.
11. **Responsibilities of Second Party.** To facilitate admission of families and wards/ spouses of Coast Guard personnel including those deceased whilst serving in the Coast Guard in the courses offered by the SRM Institute of Science and Technology, by way of informing the prospective candidates through the various regions and offices of CGWWA.
12. **Responsibilities of Third Party.**
  - 12.1. Designate a senior official as a one-point of contact (Nodal Officer) representing all policy and administrative issues and to foster a mutually beneficial partnership between the Indian Coast Guard and SRMIST for achieving shared goals in education and professional development by providing reservation of a specific number of seats along with special concession in tuition fees in various undergraduate, postgraduate and doctoral programs at SRMIST for the dependents of Indian Coast Guard personnel.
  - 12.2. Acknowledge Indian Coast Guard as lead partners for the project.





13. SRM Institute of Science and Technology will provide concession/ relaxations in **Undergraduate (UG) / Postgraduate (PG) and Doctoral Programs** to the following extent as mutually agreed by the parties across all the branches of SRMIST in INDIA: -

**13.1. Allotment of seats.**

13.1.1. **100% tuition fee and registration fee waiver for 02 wards/ spouses of ICG serving/ retired personnel/ died while on duty** wherein, entrance examination will be conducted by SRMIST for all the B Tech/ M Tech programmes subject to minimum qualifying marks.

13.1.2. These applications duly scrutinized by Dte of Adm at CGHQ are to be forwarded to SRMIST.

**13.2. Tuition Fees.**

13.2.1. Concession in tuition fees to the extent of **100% (freeship) for eligible wards/ spouses of ICG personnel died while on duty.**

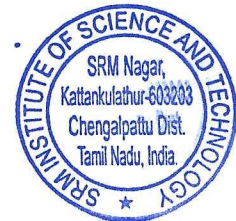
13.2.2. For all the applications except for para 13.1.1 and ICG personnel died while on duty, are to be duly forwarded by party I / II at CGHQ. For waiver in tuition fees, the ICG personnel should deposit documents directly to SRMIST.

**13.3. Hostel Accommodation Charges.** No concession will be provided.

**14. Resolution of Differences.**

14.1. In case any dispute/ claim arises between the parties with respect to the MoU, including academic cooperation, validity, interpretation, implementation or alleged breach of any of its provision or regarding a question, including the questions as to whether the termination of this MoU by one party hereto has been legitimate, the parties here to shall endeavour to settle such dispute amicably through mutual discussions between the higher officers of the organisations. The amicable settlement shall be undertaken by the higher officers of the parties in order to undertake "genuine and good faith settlement" to resolve the dispute.

14.2. This MoU is not intended to provide any basis for investment or partnership decision at the present or in the future by and between the Parties outside the scope of this MoU.



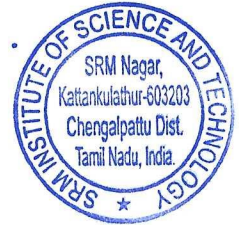
14.3. Neither party may, nor cause any other party to, engage in any form of corruption or illegal or unethical act to obtain and maintain a business, including but not limited to; offering or paying a bribe or giving a gift or anything else of value to any official to improperly influence anyone in connection with their obligations hereunder. Neither party shall engage in or tolerate any kind of bribery and shall not promise, offer, provide, or authorise anything of value; including without limitations; payments, gifts, travel, meals, entertainment, political contributions, and contributions of any kind of nature, such as donations and sponsorships or favours, to any Government official to improperly influence any act or decision-making in violation of applicable law. Neither Party shall request, authorize, or tolerate any kind of bribery or any other kind of illegal or unethical action from others on behalf of the other party, in the other party's name, or in any other way related to the services.

14.4. This MoU constitutes the entire understanding between the Parties and supersedes any and all prior or contemporaneous understandings and agreements whether written or oral between the Parties w.r.t. the subject matter thereof.

14.5 All the disputes shall be subject to jurisdiction of courts in Tamil Nadu.

15. **Amendment to the MoU.** During the operation of the MoU circumstances, if any, arise which calls for modification(s)/ alteration(s), they will be mutually discussed and agreed upon in writing.

16. **Tenure & Termination.** This MoU will take effect from the date it is signed by the parties. It will remain valid for **five (05)** years from the **Academic Year 2025-26 to 2029-30**, and may be renewed after suitable review thereafter. Either party may terminate the MoU by giving written notice to the other party **Six (06)** months in advance. Once terminated, neither of **Indian Coast Guard, CGWWA nor SRM Institute of Science and Technology** will be responsible for any losses, financial or otherwise, which the other party may suffer. However, the parties agree to that all the activities in progress will be allowed to complete successfully.



17. **Notices.** Any notice required to be given under the terms of this Memorandum of Understanding (MoU) shall be in writing and delivered to the 'parties' at the addresses given herein below: -

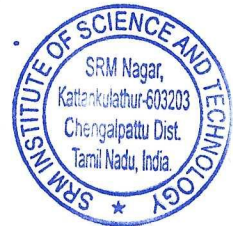
17.1. **For Indian Coast Guard**  
Principal Director (Administration)  
Coast Guard Headquarters  
National Stadium Complex  
New Delhi - 110 001

17.2. **For CGWWA**  
Secretary CGWWA  
Coast Guard Headquarters  
National Stadium Complex  
New Delhi - 110001

17.3. **For SRM Institute of Science and Technology (SRMIST)**  
The Registrar  
Potheri, SRM Nagar  
Kattankulathur  
Tamil Nadu - 603203







18. The contact details at SRMIST for all the correspondences in respect of admissions in any branch of SRMIST in India is as follows:

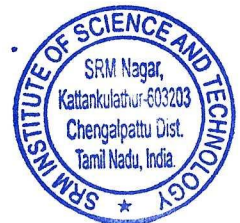
Dr M Krishna Mohan, Asst Director (Admissions)  
E-mail : asstdirector.admissions.et@srmist.edu.in  
Telephone : 080-69087000  
Website : srmist.edu.in





IN WITNESS WHEREOF, the parties hereto have caused this agreement and executed by their respective duly authorized representatives on the 8<sup>th</sup> day of July 2025 mentioned herein before.

For and on-behalf of		
<b>Indian Coast Guard</b> Signature:  Name: <b>DIG Anurag Kaushik</b> Designation: <b>Chief of Staff, RHQ(E)</b>	<b>CGWWA</b> Signature:  Name: <b>Mrs. Priya Paramesh</b> Designation: <b>President, CGWWA</b>	<b>SRM Institute of Science and Technology (SRMIST)</b> Signature:  Name: <b>Dr. S. Ponnusamy</b> Registrar SRM Institute of Science and Technology SRM Nagar, Kattankulathur - 603 203 Chengalpattu, Tamilnadu, India. Designation: <b>Registrar</b>
<b>Witness</b> Signature:  Name: <b>DIG Dinakaran D</b> Designation: <b>CSO (R&amp;T), RHQ(E)</b>	<b>Witness</b> Signature:  Name: <b>Mrs. Anuradha Saini</b> Designation: <b>Regional President, Tatrakshika (East)</b>	<b>Witness</b> Signature:  Name: <b>Prof. Leenus Jesu Martin</b> Designation: <b>The Dean (College of Engineering &amp; Technology)</b>





## APPLICATION FORM FOR FEE CONCESSION

### Personal Information.

1. Full Name of Candidate: \_\_\_\_\_
2. Gender (Male/Female): \_\_\_\_\_
3. Date of Birth (DD/MM/YYYY): \_\_\_\_\_
4. Parent's Name, Rank, P.No & Unit: \_\_\_\_\_  
\_\_\_\_\_

PHOTO OF  
STUDENT

5. Parent's Spouse's Name: \_\_\_\_\_

6. Category:-

Serving – Officers/ Sailors

Retired – Sailors/ Officers

Died in Harness

7. Address for Communication: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Pin Code: \_\_\_\_\_

8. Permanent Address of father/ mother/ guardian: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Pin Code: \_\_\_\_\_

☐ Same as above

9. Mobile No: \_\_\_\_\_ / \_\_\_\_\_



10. Email ID (All Capitals): \_\_\_\_\_

11. Details of Examinations passed (as applicable)

Class	Name of Board/ University	Roll. No.	Year of Passing	Subjects	Marks Obtained/ Total Marks	%
a.	b.	c.	d.	e.	f.	g.
10 <sup>th</sup>						
12 <sup>th</sup>						
UG						
PG						

12. Course(s) for which admission confirmed at Institution:-

Course applied at Choice 1: \_\_\_\_\_

Course applied at Choice 2: \_\_\_\_\_

Course applied at Choice 3: \_\_\_\_\_

13. Admission/ Registration number (if any) received from the Institute

(where applicable) \_\_\_\_\_

14. Offer letter number and date \_\_\_\_\_ (copy of offer letter/ email is to be attached with the applications (if any).

15. Following documents duly attested are enclosed (Tick relevant):-

- ☐ Final Offer letter received from Institute along with the score card (wherever applicable).
- ☐ Class X marksheet.
- ☐ Class XII marksheet.

- ☐ Semester/ Year-wise marksheets showing details of subjects of Graduation course
- ☐ Semester/ Year-wise marksheets showing details of subjects of PG
- ☐ Proof for date of Birth of the candidate (Birth certificate/ Govt ID Proof viz Aadhar Cards etc.)
- ☐ Copy of PPO/ Discharge Book (Applicable for wards of retired personnel)
- ☐ Undertaking signed by the CG Personnel/ Spouse

**(Signature)**

**Name of CG Personnel/ Spouse**

**Place:**

**Date:**

**COUNTERSIGNED**

**CSO/ PD/ CO/ OIC**

**UNDERTAKING BY CG PERSONNEL/ SPOUSE  
APPLYING FOR FEE CONCESSION UNDER MOU**

I \_\_\_\_\_ F/O, M/O, Spouse \_\_\_\_\_  
Hereby certify the following:-

1. I have read all the information pertaining to admission/ Fee concession as mentioned in MoU signed with Institution.
2. I shall duly intimate in writing to Dte of adm (within 48 hours) about the withdrawal of my ward from the course (specify course name) after admission at \_\_\_\_\_ (name of the Institute) under the provisions of concession availed through MoU between CG, CGWWA and Institution.

**(Signature)**

**Name of CG Personnel/ Spouse**

**Place:**

**Date:**

**COUNTERSIGNED**

**CSO/ PD/ CO/ OIC**



**GUIDELINES TO SHORTLIST STUDENTS FOR SCHOLARSHIP/ FEE CONCESSION –  
SRM INSTITUTE OF SCIENCE AND TECHNOLOGY, POTHERI, KATTANKULATHUR,  
TAMIL NADU**

1. In order to shortlist students for fee concession, following educational criteria will be utilized to prepare the merit list:-

1.1 25% of 10<sup>th</sup> Grade percentage.

1.2 75% of 12<sup>th</sup> Grade percentage.

2. To avail the above mentioned concessions/ relaxations individuals are required to have university offer letter and should have blocked the seat for admission.