

To,

Dear Candidate,

Subject: Admission to Pre-Sea Program at Anglo-Eastern Maritime Academy

Anglo-Eastern Maritime Academy welcomes you and we are happy to inform that you have been nominated by your sponsoring company to undergo your Pre-sea ETO training (**Electro Technical Officers**) commencing from **1st May 2026**.

As a sponsored candidate the fees structure and payment schedule as given below,

Fee structure for ETO 19 Batch Trainees - 1st May 2026

Particulars	Gross fees (INR)
Fees	
a) Admission Processing fees	40,000
b) Course fees	3,25,000
c) STCW Basic Safety Course fees**	45,000
Grand Total	4,10,000
d) Caution deposit*	15,000

Note:

- I Cost of Personal laundry, Telephone, Passport will be directly borne by the candidate
- II The Academy will cover medical expenses through group insurance for INR 1,00,000/- Any expenses over and above will be borne by the candidate
- III Entry in Campus will be denied if Semester fees has not been received in Company account by the reporting day
- * Refundable after completion of the course, after adjustment for any damages, breakages, extra courses & accommodation, etc. and remitted directly to the Candidate's bank account
- ** BST = INR 30,000/-, OCTCO= INR 15,000/-

Refund Policy:

- (i) If a candidate is offered a seat in AEMA and he/she does not join, the admission processing (a) of Rs 40000 will not refunded.
- (ii) If a candidate withdraws after joining AEMA, and replaced by wait list candidate, the deduction will be item (a) + 50% of course fees.
- (iii) If a candidate joins and withdraws without the scope of wait list candidate joining, then the deduction will be item (a) + course fees.
- (iv) If a wait list candidate is not offered a seat at AEMA in that batch, then full fees would be refunded.
- (v) Management decision on refund would be final.

The Fee payment schedule for ETO Course as mentioned below:

❖ On Selection: Immediately on completion of selection process

Particulars	INR	
Admission Processing fees	40,000	Non-refundable.
Fees to be paid through Bill desk only.		

i) **Fees Payment: To be paid before 31st March 2026**

Particulars	INR
Course Tuition Fees	3,25,000
STCW course fees	45,000
Caution Deposit	15,000
Total Payable	3,85,000

If the candidate withdraws from the course or is expelled from the institute, the refund of fees will be as per the policy stated in the prospectus.

Fees payment are not to be made through RTGS/NEFT. No cheques will be entertained and cash deposit is strictly not allowed.

Fees Payment through Billdesk:

Login to billdesk by using below link

<https://payments.billdesk.com/bdcollect/bd/aema/103>

Fill in all required information such as Personal Details, Contact Details & Course Details and proceed with payment as per your choice.

Once payment done successfully you will get payment notification via e-mail & sms.

Mr. T.P.S. Bhamra
Principal
Anglo-Eastern Maritime Academy