

ENDORSEMENT OF SSTP CERTIFICATE

Please follow the below steps for endorsement of SSTP certificate at our ARI Saket centre:

Step 1: Create a single PDF file containing following dox in the sequence as written. And all these dox should be in portrait (**UPRIGHT**) mode and should be clear.

- a. SSTP certificate issued by respective institute.
- b. Sea time letter from their shipping company.
- c. DNS Course completion certificate.
- d. All stamped and printed pages of CDC.
- e. All printed pages of passport.
- f. Indos certificate.
- g. Proof of IMU enrolment no. [IMU marks statement/ Photo id from college with IMU enrolment written]

Step 2: Visit our website “arieedu.com” and Go to SSTP ENDORSEMENT under IMPORTANT NOTICES.

Step 3: Click the link provided in “SSTP ENDORSEMENT”

Step 4: Fill all the compulsory fields in the link and upload dox file (in pdf format only) If you have successfully submitted, successful submission message will appear.

- Note:**
1. You will not get any email regarding “CONFIRMATION OF RECEVINIG OF YOUR DOX”.
 2. If you have not submitted required dox (listed in Step 1), we will not be able to verify your originals on zoom meeting.
 3. If email submitted in the link is wrong, we will not be able to reach you out, so write correct email and contact no.

Step 5: A zoom meeting link will be sent to you on your email (Even though we try to give you earliest date, sometimes, it might take a few days). As per schedule, join the meeting with your original dox listed in Step 1 and good wifi connectivity.

Step 6: Your original dox will be verified (originals will be verified in the same sequence as in Step 1) at zoom meet. If your dox are OK, you will be called for Step 7.

Step 7: You need to reach our ARI- Saket office on scheduled date (Date and time will be informed to you on your email) with two sets of self-attested photocopies of above dox(1.a to 1.g) in one envelope and original SSTP cert in the other envelope. Both envelopes should have your name (contact no.& correspondence address) and company name written on them.

Step 8: Endorsed SSTP certificate will be returned to you on the same day.

For any query regarding SSTP endorsement at our ARI Saket centre, you can contact us on sstpendorsement2020@gmail.com

[For google form click here](#)



https://docs.google.com/forms/d/e/1FAIpQLSfd35_fJdgXzyWv_Ba6WoBhGeAI-87PmAlpILbabeWTcgI56w/viewform?gxids=7628