



USER GUIDELINE FOR STUDENTS  
TO FILL  
ONLINE EXAMINATION FORM  
For DIFFERENT COURSES of  
JAMIA MILLIA ISLAMIA  
New Delhi-110025

Issued by:  
Office of  
The Controller of Examinations- JMI

# STEP -1

GO TO JMI WEBSITE: <http://jmicoe.in>

The screenshot shows the JMI website homepage. At the top, there are navigation menus for 'VICE-CHANCELLOR'S MESSAGE' and 'CONTROLLER OF EXAMINATION'S MESSAGE'. Below these are two columns of text with accompanying photos. The left column is titled 'Admission 2017' and contains links for applying online for the 2017-18 session, B.Tech and B.Arch admission, and the prospectus. The right column is titled 'Regular Exam' and contains links for Student Login, Teacher Login, HOD Login, Revised Date Sheet for Class-X, and Date Sheet for Class-XII. A central 'NEWS & NOTIFICATION' section lists various dates and events. A red arrow points from a blue box at the bottom to the 'Student Login' link in the 'Regular Exam' section.

**Admission 2017**

- » Click here to apply online for admission at JMI School for session 2017-18
- » B.Tech and B.Arch Admission for the session 2017-18
- » Click here to apply online for admission at JMI for session 2017-18
- » JAMIA MILLIA ISLAMIA Prospectus 2017-18

**NEWS & NOTIFICATION**

- 22-02-2017 Admit card of school private is released
- 22-02-2017 Regular exam of MA- Arabic and MA- Persian is declared
- 18-02-2017 Result of M.Tech- Environmental Science for odd sem for 2016-17 is declared.
- 17-02-2017 Result of M.Tech- Earthquake for odd sem for 2016-17 is declared.
- 16-02-2017 Result of M.Tech CIS odd sem for session 2016-17 is declared.
- 16-02-2017 Result of M.Tech Mech (Prod/Thermal/Machine Design) for odd sem for 2016-17 is declared.
- 14-01-2017 Last Date of Application Form for Admission in B.Tech & B.Arch is 3rd March 2017.
- 11-02-2017 The online registration and filling of examination form for the even

**Regular Exam**

- » Student Login
- » Teacher Login
- » HOD Login
- » Revised Date Sheet for Class-X (Regular & Private) Annual Examinations 2016-17
- » Date Sheet for Class-XII (Regular & Private) Annual Examinations 2016-17

**Click on  
Student Login**

## STEP -2

You are now on login page.

The screenshot displays the student login interface. The browser window shows the URL [jmiregular.ucanapply.com/universitysystem/student/](http://jmiregular.ucanapply.com/universitysystem/student/). The page header includes the university logo and the text "CONTROLLER OF EXAMINATION". The main content area is divided into a "STUDENT" section on the left and a "Login Panel" on the right. The "Login Panel" contains the following elements:

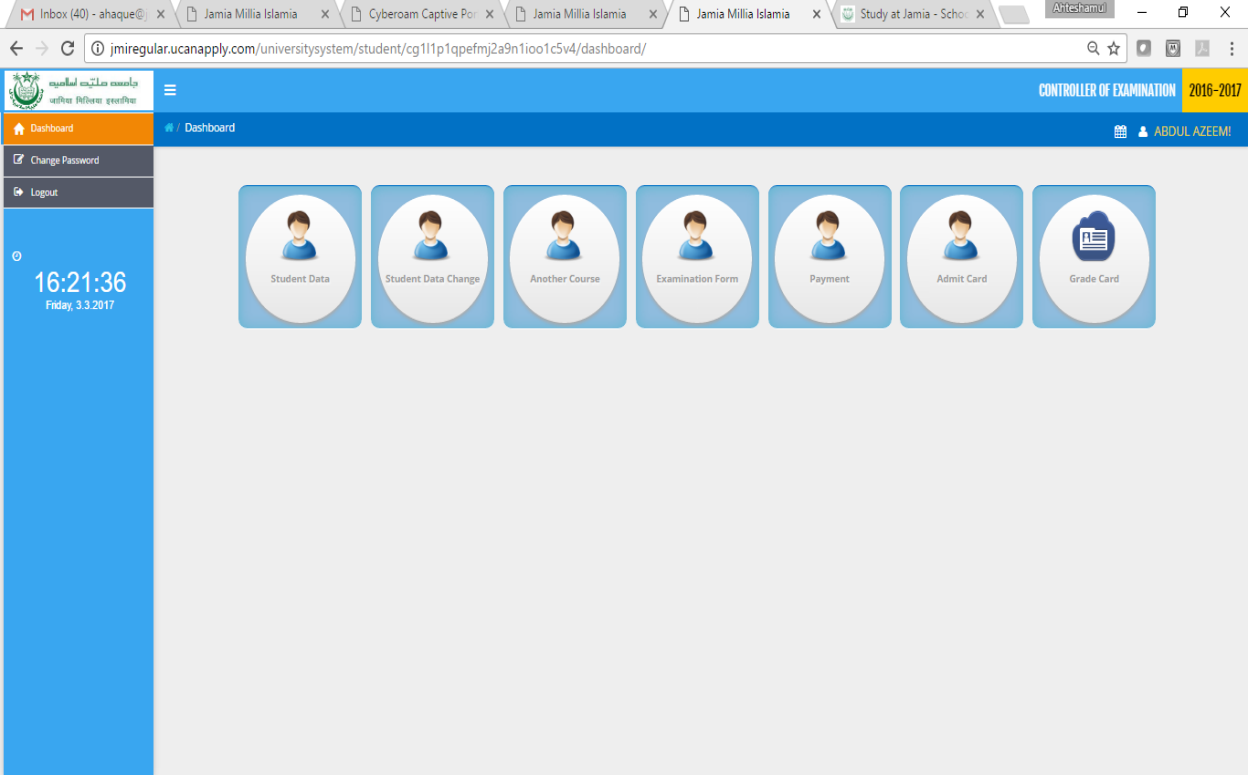
- Heading: "Put your Account details"
- Radio buttons for login method: "With Email Id" (selected) and "With Enrolment No"
- Email Id field: "ahaque@jmi.ac.in"
- Password field: "....."
- "Proceed" button
- Links: "Forgot Password?" and "New user? Activation/Register now!"

-If you have already registered in the previous semester , use with email ID.

- If you are registering for the first time, select with enrollment number- Typer your enrolment number in enrolment number box and in password also.

## STEP -3

-A minimum data is stored in the form.



The screenshot shows a web browser window with multiple tabs. The active tab is titled 'Study at Jamia - Scho...'. The address bar shows the URL: 'jmiregular.ucanapply.com/universitysystem/student/cg11p1qpefmj2a9n1oo1c5v4/dashboard/'. The page header includes the university logo and name in Urdu, 'CONTROLLER OF EXAMINATION', and the year '2016-2017'. The user's name 'ABDUL AZEEM!' is displayed in the top right. The dashboard features a sidebar with 'Dashboard', 'Change Password', and 'Logout' options. The main content area displays a clock showing '16:21:36 Friday, 3.3.2017' and a row of seven circular icons: 'Student Data', 'Student Data Change', 'Another Course', 'Examination Form', 'Payment', 'Admit Card', and 'Grade Card'. The Windows taskbar at the bottom shows the time as 4:21 PM on 03-Mar-17.

- Check your Student Data.
- Click on Student Data change for adding more information and save it.
- Choose another course (if you are studying in two courses)
- Fill Examination form
-

For CBCS(Choice Based Credit System), AECC, SEC paper select a subject from a list of given subjects using the dropdown.



## Student Activity

| Course Category Name | Subject Name                             |                                     |
|----------------------|--|-------------------------------------|
| THEORY               | [AR-101] - Architecture Design-I         | <input checked="" type="checkbox"/> |
| THEORY               | [AR-102] - Building Const.& Materials    | <input checked="" type="checkbox"/> |
| THEORY               | [AR-103] - Building Materials & Sciences | <input checked="" type="checkbox"/> |
| THEORY               | [AR-104] - Architectural Drawing-1       | <input checked="" type="checkbox"/> |
| THEORY               | [AR-106] - Theory of Structures-1        | <input checked="" type="checkbox"/> |
| THEORY               | [AR-111] - Arts and Graphics-1           | <input checked="" type="checkbox"/> |
| CBCS                 | [AR-107] - Survey & Levelling            | <input checked="" type="checkbox"/> |

CBCS

Choose Regular  
as a regular  
student

Tick the Correct  
Papers

**Click on SAVE button to save your entry.**

**Double check the papers selected before clicking the SAVE button.**

**After saving the Data , the student will get confirmation email.**

For Back papers/Ex choose *BACK or Ex* from the “Type” dropdown (Do it in next step after saving the regular entry).

-For back/Ex papers that candidate has to pay online fee as per JMI rule **(No payment is required if candidate donot have back/ex).**

-Click on payment button and do the online payment.

For any query send email to

[jmihelpdesk2017@gmail.com](mailto:jmihelpdesk2017@gmail.com)

You will get response within 24 hours.

**Important Dates:**

**Last Date of filling Online Exam Form: 14 March 2017**

**Forms Open for Editing:**

**15 – 16 March 2017**