OFFICE OF THE CONTROLLER OF EXAMINATIONS
JAMIA MILLIA ISLAMIA, NEW DELHI-110025

F.No. Misc./CoE/JMI/2025 September 24, 2025

NOTICE

Subject: **Online Issuance of Provisional Certificates for Pass-out Students (Regular/ Private/Distance Mode Courses)**

This is to bring to your kind notice that, in line with Jamia Millia Islamia's commitment to e-governance, efficiency, and student-friendly services, Provisional Certificates will henceforth be issued only through the online Student Portal (https://jmicoe.in/) with effect from 25.09.2025.

The digital facility has been introduced to save time, reduce paperwork, and ensure a smooth and transparent process. Students will no longer need to visit offices or wait for weeks; instead, they can obtain their provisional certificates within minutes from anywhere.

Key Features of the Facility:

- Applications for Provisional Certificates will be processed and issued exclusively through the Student Portal.
- Students can apply online, pay the prescribed fee, and instantly download their certificate.
- Application fee: ₹300 (₹50 for the certificate + ₹250 automation charges).
- Certificates will be available for immediate download after successful payment.
- The service will remain accessible 24x7 for the convenience of students.

You are requested to kindly disseminate this information to all concerned pass-out students so they may avail themselves of this facility from 25.09.2025 onwards.

24/9/2025

(Prof. Pawan Kumar Sharma)
Controller of Examinations

Copy to:

1. All Deans of Faculties, CDOE/Heads of the Departments/Directors of the Centres/Principal, University Polytechnic/Principal, Schools, JMI
2. The Hony. Dy. Controller of Examinations, JMI
3. The Hony. Asstt. Controllers of Examinations, JMI
4. The Asstt. Registrar (Examinations), JMI
5. The OSD to the VC, JMI
6. The Secretary to the Vice-Chancellor, JMI
7. The Secretary to the Registrar, JMI
8. The Secretary to the Finance Officer, JMI
9. The Director-CIT, JMI.... for uploading on the University's website