



Office of the Controller of Examinations

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F.No. COE/CDOE/EXAM/NOTICE/25/03

Dated: 11.03.2025

NOTICE FOR EXAMINATION FORMS
CENTRE FOR DISTANCE AND ONLINE EDUCATION (CDOE)
M.A. – SEMESTER-1 (ODL) & (OL) – for the session: July 2024-25
M.B.A. SEM-1 (ODL) for July 2024-25 batch

The examination forms for all Masters programme of Semester- 1 (ODL) & (OL) and M.B.A. Sem-1 (ODL) for the session July 2024-25 batch of Centre for Distance & Online Education, JMI will be available online on the website of Office of the Controller of Examinations i.e. www.jmicoe.in from **11.03.2025 to 31.03.2025**. All new students of ODL & OL mode are required to fill the examination form through online mode following the steps mentioned below:

- STEP- 1. **Registration** (Register your account with any email id & create password). After the registration next step is activation of your account.
- STEP- 2. **Activation: Complete activation process** via the same email id which you have provided while doing the registration of your account. Open your mail and activate the account. After activation the student has to login.
- STEP- 3. **Login:** Login into the account by the same email id by which the student had completed the registration and activation. Password will be the same which was created by the student at the time of registration).
After Login the student must complete the Student Data
- STEP- 4. **Student Data:** Complete the detail like D.O.B., Address, name of course etc. Upload the Photo and Signature. After completion of Student Data, the student can fill the Examination form.
- STEP- 5. **Examination Form :** Fill the examination form selecting the course & papers and save the examination form.

The Admit Card for **ODL** mode will be available online on the student portal after the last date is over for physical examination at the Examination Centre. The student may download the same by using their email id and password. There will be a **Mock Examination for Online Proctored Mode Students** before the commencement of Examinations.

Note: The students who fail to fill the examination form before the last date may fill the online examination form with a late fee of Rs. 500/- upto 05.04.2025. After the last date is over, no application for examination form will be entertained.

Copy to :

1. The Director, CDOE, JMI
2. File concerned




Offg. Controller of Examinations


Deputy Registrar (Exams)

