



MANUU/Exams.I/2018/ 3138

16<sup>th</sup> April 2018

**CIRCULAR**

Examination Branch is in process of automation, and it is proposed to print the Degree Certificates of students admitted from 2016-17 onwards through Software. Since the Degree Certificate is bilingual (Urdu and English), all the students (of Regular Mode) shall access Students' Dashboard on <http://manucoe.in/ums/student/login> and update the 'Profile' by entering their 'Name in Urdu'. To update the profile, students should type their name in English and the system shall assist (by giving options) in transliteration of their name in Urdu.

It shall be mandatory for all the students admitted from 2016-17 to update their Profile. However, students of MPhil/PhD and Polytechnic admitted from 2017-18 should update the Profile. If the student fails to provide his/her name in Urdu, their Degree Certificate cannot be printed.

The IUMS portal shall be accessible to students from 17.4.2018 to 27.4.2018.

After the last date of entry of data on IUMS, the students shall visit the Office of the Head of the Department and verify their Name in Urdu, Aadhaar Number and sign the Register.

The Heads of the Departments shall verify the data and forward the same to Examination Branch by 1.5.2018.

**Controller of Examinations**

**To: All the students of MANUU admitted from 2016 onwards (through website)**

Copy to: All the Heads of the Departments/ Principals / Incharge Satellite Campuses  
(For necessary action)  
CIT (For uploading on website prominently).