



## OFFICE OF THE CONTROLLER OF EXAMINATIONS

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**Ref.No.:JISU/COE/OUT/22/046**

**Date: 05/04/2022**

### **CIRCULAR**

This is for the information of all concerned students that for collection of any type of Certificate / Transcript etc., students should have to apply at least 15 days prior to the office of the Controller of Examinations to avoid last minute hassle.

Students are requested to make use of the below mentioned email id / helpline number for all examination related queries / clarification.

**Email ID:** [infocoe@jisuniversity.ac.in](mailto:infocoe@jisuniversity.ac.in)

**Phone No:** 8336047403

**Controller of Examinations  
JIS University**

#### **Copy to:**

1. PA to Hon'ble Vice Chancellor, (Submitted for the favor of kind Information)
2. The Director, Agricultural Science
3. The Dean, Management and Juridical Science
4. The Dean, Pharmaceutical Technology
5. All HoD's
6. Software Team (For Website)
7. Student's Notice Board
8. Office Notice Board