

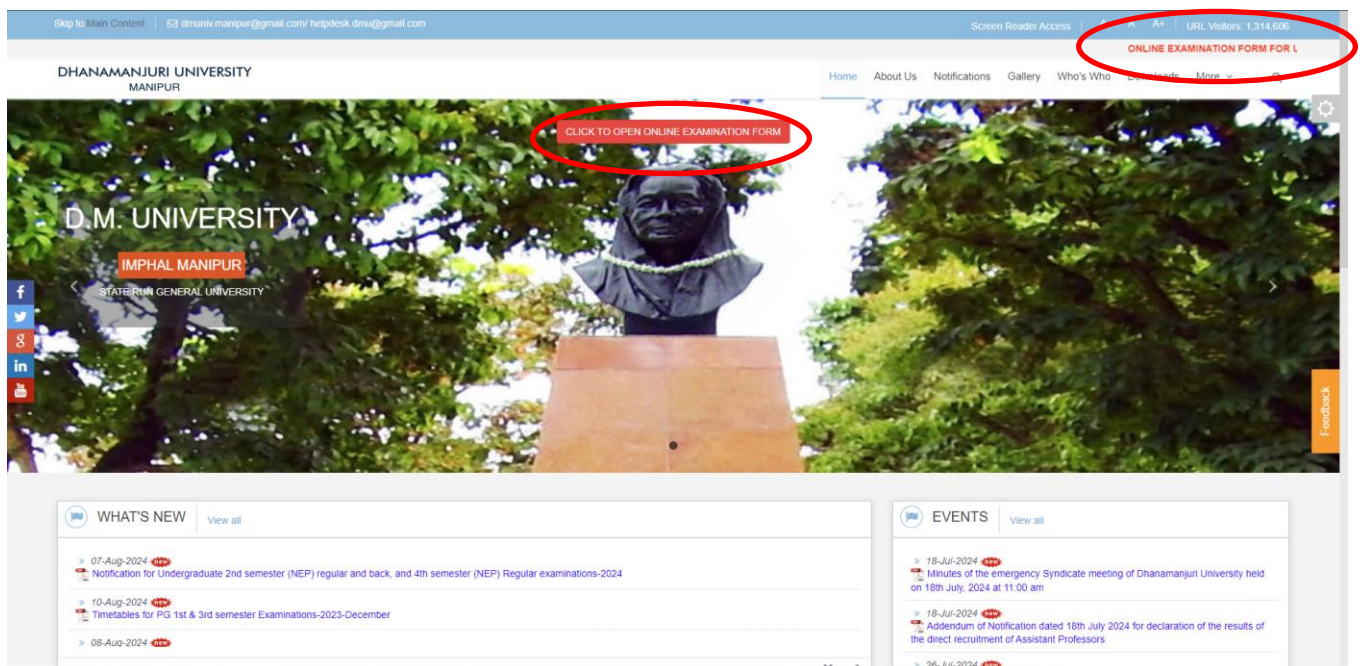
USER MANUAL FOR EXAMINATION FORM FILL-UP

- A. Required documents for filling application Online
1. Scanned Photograph in jpg or png Format (Photo size should be below 500KB)
 2. Scanned signature (Signature should be below 500KB).
 3. IDP Certificate for Internally Displaced Person

- B. Go to the following link:


<http://www.dmu.ac.in>

- C. Click on the link/tab as shown below



The screenshot displays the homepage of Dhanamanjuri University, Manipur. The header includes the university name, navigation links (Home, About Us, Notifications, Gallery, Who's Who, etc.), and a status bar showing 'URL: Visitors: 1,314,606'. A red circle highlights the 'ONLINE EXAMINATION FORM FOR L' link in the top right corner. The main banner features a statue of a man with the text 'D.M. UNIVERSITY IMPHAL MANIPUR STATE RUN GENERAL UNIVERSITY'. A red circle highlights a button that says 'CLICK TO OPEN ONLINE EXAMINATION FORM'. Below the banner are two sections: 'WHAT'S NEW' and 'EVENTS', each with a 'View all' link and a list of recent news items and events.

D. Click on “Accept” to get yourself register first if already register click on “Go To Login Page”



DHANAMANJURI
UNIVERSITY
MANIPUR

GUIDELINES AND INSTRUCTIONS FOR SUBMISSION OF ON-LINE EXAMINATION
FORM FOR B.A/B.Sc./B.P.E.S./LL.B./B.Com/B.B.A. 2nd semester (NEP) regular and back and 4th semester (NEP) regular Examinations-2024 (June)

[CLICK HERE TO VIEW NOTIFICATION DATED 07.08.2024 REGARDING SCHEDULE OF SUBMISSION OF EXAMINATION FORM \(pdf\)](#)
Last date to Apply Online for B.A/B.Sc./B.P.E.S./LL.B./B.Com/B.B.A. 2nd semester (NEP) regular and back and 4th semester (NEP) regular Examinations-2024 (June) is 14-August-2024 11:59 PM without Late fee and 16-August-2024 11.59 PM with Late fee.

The B.A/B.Sc./B.P.E.S./LL.B./B.Com/B.B.A. 2nd semester (NEP) regular and back and 4th semester (NEP) regular Examinations-2024 (June) of the University (Pen & Paper Mode) will commence from 23rd August-2024. Online link for submission of the examination form by the **eligible students for the examinations is also open along with the schedule and necessary instructions/guidelines thereof. The students may submit online examination form accordingly, by following the instructions and guidelines provided.

**For LLB students, those students who attended internal examinations are eligible for the examinations. Those who did not attend internal examinations, hence are not eligible to appear examinations must not submit examination forms. If they submitted, examination forms will be rejected and fee deposited will be forfeited. Admit cards can be downloaded after three days of submission of examination form after verification of the documents submitted.

Admit cards can be downloaded after three days of submission of examination form after verification of the documents submitted.

Fee Structure:

REGULAR:

Particulars	Honours with practical	Honours without practical	BBA	B.Com	B.P.E.S	LLB.
Examination Fee	₹ 600	₹ 600	₹ 1000	₹ 600	₹ 600	₹ 600
Marks Sheet Fee	₹ 200	₹ 200	₹ 200	₹ 200	₹ 200	₹ 200
Centre Fee	₹ 300	₹ 300	₹ 300	₹ 300	₹ 300	₹ 300
Practical Fee	₹ 500				₹ 800	
Processing Fee	₹ 100	₹ 100	₹ 100	₹ 100	₹ 100	₹ 100
Total	₹ 1700	₹ 1200	₹ 1600	₹ 1200	₹ 2000	₹ 1200

BACK:

Particulars	Amount	Remarks
Examination Fee	₹ 200	Per back paper
Non collegiate fee	₹ 300	
Marks Sheet Fee	₹ 200	
Centre Fee	₹ 300	
Practical Fee	₹ 500	For papers with practical
Processing Fee	₹ 100	

Late fine: ₹ 200

NOTE:

- Fees will be waived for displaced persons in relief camps upon presenting a certificate issued by the competent authorities
- The University reserves the right to reschedule/cancel examinations/papers at any time in all the Examination Centre or in any particular Examination Centre/ State due to any exigency or any other reasons.
- “Student should verify the course details like College Code, Programme Code, Subject/Paper to be appeared etc., before online submission. For any discrepancies, please contact the exam helpdesk for rectification.”
- Students must ensure that their entries are correct. Be sure to verify the details before final submission of forms. If wrong entries were made, students must apply for correction after the theory examinations, but within one week after the end of the theory examinations with a correction fee of ₹ 300/-.
- “Student should mention roll number, name of the programme and name of College while writing an email to “helpdesk.dmu@gmail.com”

[USER MANUAL FOR EXAMINATION FORM FILL-UP \[pdf\]](#)
[USER MANUAL FOR EXAMINATION FEE PAYMENT \[pdf\]](#)

Declaration:
 I hereby declare that I have gone through all the above instructions carefully and have followed due procedure while filling online examination form. If any of my information is found to be false in future, I will have no right to claim for appearing in examination, declaration of results and refund of examination fee. I shall abide by the rules and regulations of the University. I assure that I will not indulge myself in any Unfair activities relating to the Examination of the University. In case found to be indulged in any unfair means activities at any stage, action under Dhanamajuri University Act may be taken.

[Go to Login Page](#)

For New Registration

For Already Registered Student

E. Fill up the required Field with valid details and Click on “**Register Now**”

Dhanamanjuri University
NEW STUDENT'S ACCOUNT REGISTRATION

Student's Full Name (Name in Certificate): Chirom Mocha
DMU Registration No. With Year (optional): 213542 Of 2022
Select Gender: Male
Mobile No.: 9808909800
Email Address: chirommocha@gmail.com
Father's/Guardian's Name: Ch Tomba Singh
Account Login Password: *****
Confirm Password: *****

I agree that all the information given above are true and correct to the best of my knowledge and belief. In case any information given in this application proves to be false or incorrect, I shall be responsible for the consequences.

REGISTER NOW **RESET FORM**

Already have account? [Go to Login Page](#)

F. Enter the given OTP and Click on “**Verify OTP**”

Dhanamanjuri University
Success! Your OTP is 959956 x


Verify OTP

Enter One Time Passcode(OTP)
One Time Passcode(OTP)

VERIFY OTP **RESEND OTP**

For already registered student Login with Mobile Phone Number and the Password entered in your First registration.

exam.dmu.ac.in/login


DHANAMANJURI
Dhanamanjuri University
STUDENT'S LOGIN

Don't have account?
[Click Here to Register Now](#)

Mobile Number

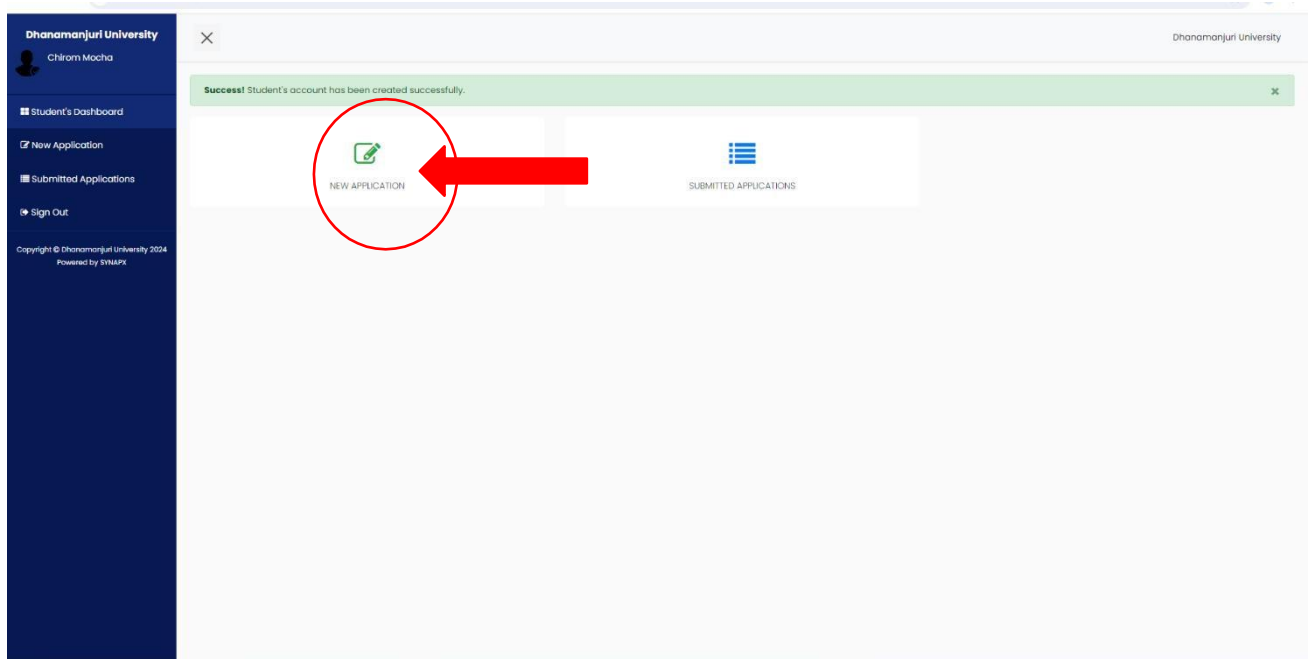
Password

SIGN IN

Forgot Password? [Reset](#)

OFFICIAL LOGIN PAGE

G. Click on “New Application”



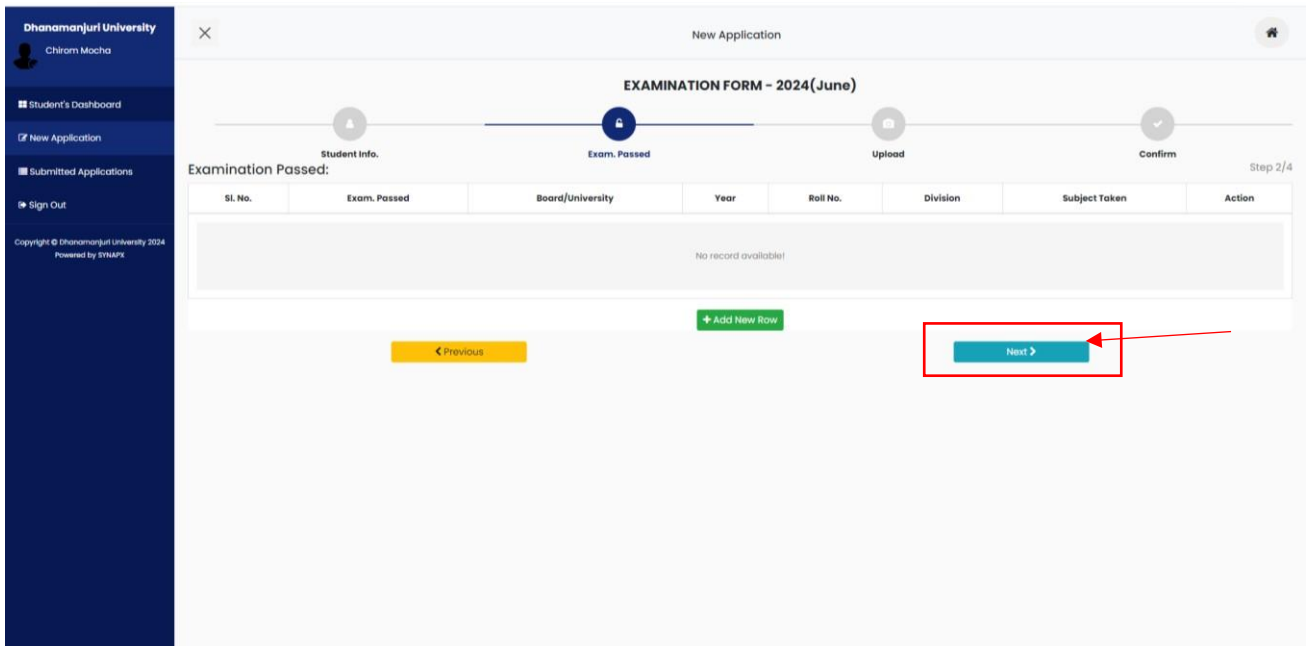
H. Fill the details and carefully and Click “Next”

The screenshot displays the "EDIT EXAMINATION FORM - 2024(June)" interface. The form is divided into four steps: "Student Info.", "Exam. Passed", "Upload", and "Confirm". The "Student Info." step is active, showing the following fields:

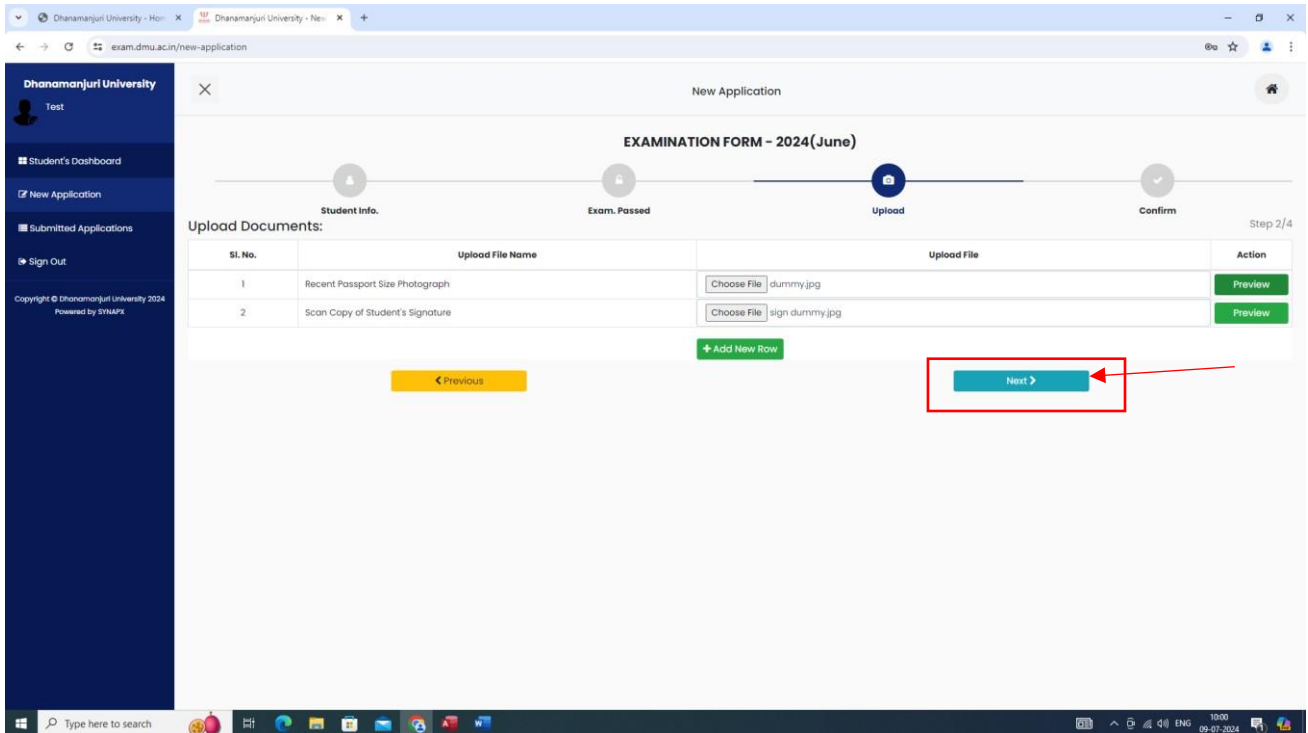
- DMU Registration No. With Year: 0000001 (Year: 2024)
- Gender: Male
- Admission No. (optional): Admission No.
- Course Type: Bachelor of Law
- Select Programme: Bachelor of Law
- Select Category: GENERAL
- Permanent Address: Thanamalband
- Student's Full Name: test data
- Father's/Guardian's Name: Test data
- DMU Roll No.: 2255505 (Note: roll number should be minimum of 7 digits.)
- Select Appearing Type(Regular/Back): Regular
- Select Semester: IV
- Select College Code: DMU005(LMS Law College)

At the bottom, there is a section for "Select Subjects/Papers Code To Appear (Check carefully)" with a list of codes: LLB-218, LLB-219, LLB-220, LLB-221, LLB-222, and LLB-223. A "Next >" button is located at the bottom center.

I. Exam Passed fill are not mandatory then Click “Next”



J. Upload Photograph and Signature and file size should be less than 500kb. After uploading click preview to check the uploaded image then Click on “Next”



K. Click on “Yes” for student who are internally displaced and “No” for other student.

If Yes, Click on the “Choose File” and Upload the Certificate issued by the competent Authority in **jpg, jpeg or pdf** and Select district from the Dropdown list. And Click on “(Click here to preview the form)” to verify the correctness of your examination form and Click on box for undertaking before final submission of Examination form by clicking on “Submit” button.

Confirm With Payment:

Are you an Internally Displaced Person (IDP)? Yes No

Scan Copy Of IDP Certificate *

Choose file No file chosen

Select District

Select District

(Click here to preview the form)

DECLARATION

I hereby declared that the information provided is correct to the best of my knowledge, in the event of any information being found incorrect, my candidature shall be liable to cancellation by the University. I also undertake that I shall abide by the decision, rules and regulations of the University.

Previous SUBMIT

Preview

Appearing Type: REGULAR

DMU Registration No.: 0000001 of 2024

Admission No.:

Roll No.: 2564756

College Code: GP Women's College (DMU004)

Programme Code: B.A. English(H)

Name of the Candidate: TEST DATA

Sex: Male

Father's/Guardian's Name: Test data

Category: GENERAL

Phone/ Mobile No.: 1234567890

Permanent Address: Thangmeiband

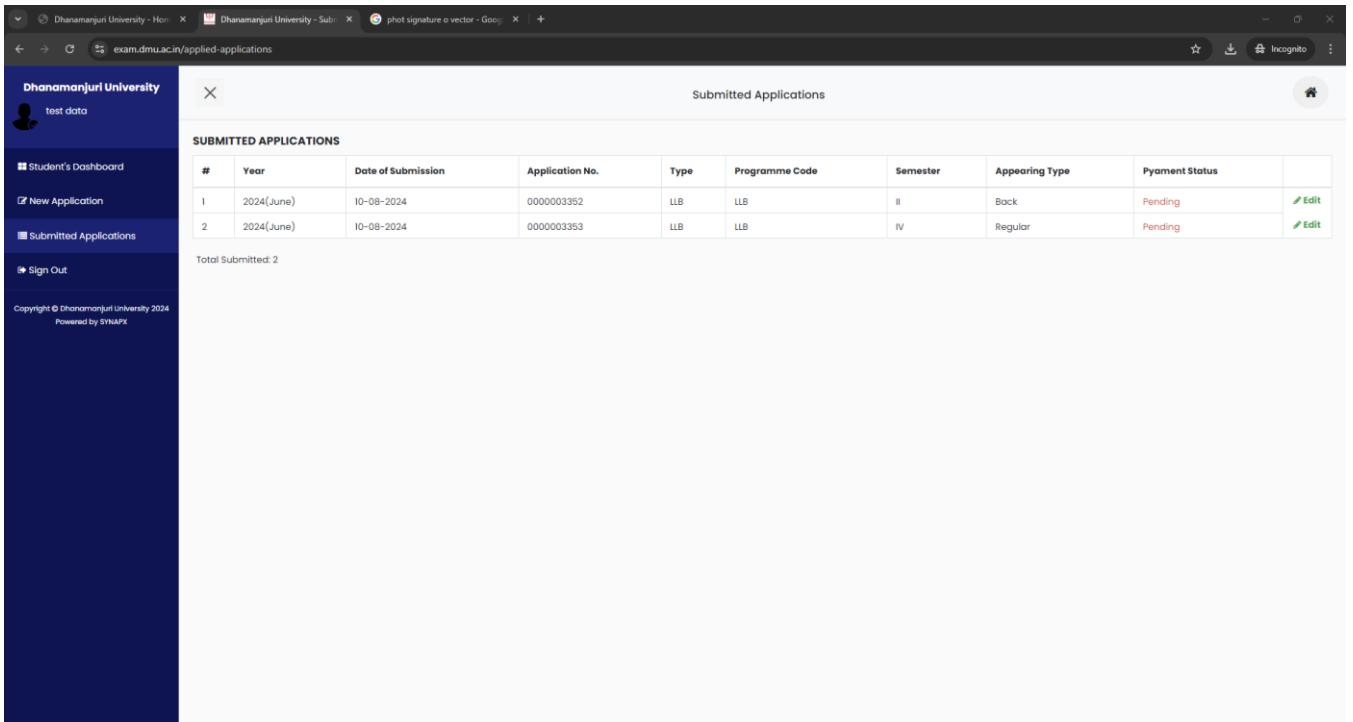
Internally Displaced Person?: YES

Subjects/ Papers to appear:

Paper Code (ABC...)	Paper No.(123...)
a) SAN	004
b) GBO	103
c) CEN	104
d) CEN	105
e) CEN	106

Signature of the Candidate

L. Your Payment Status will be showing Pending until the University verify your payment/IDP certificate

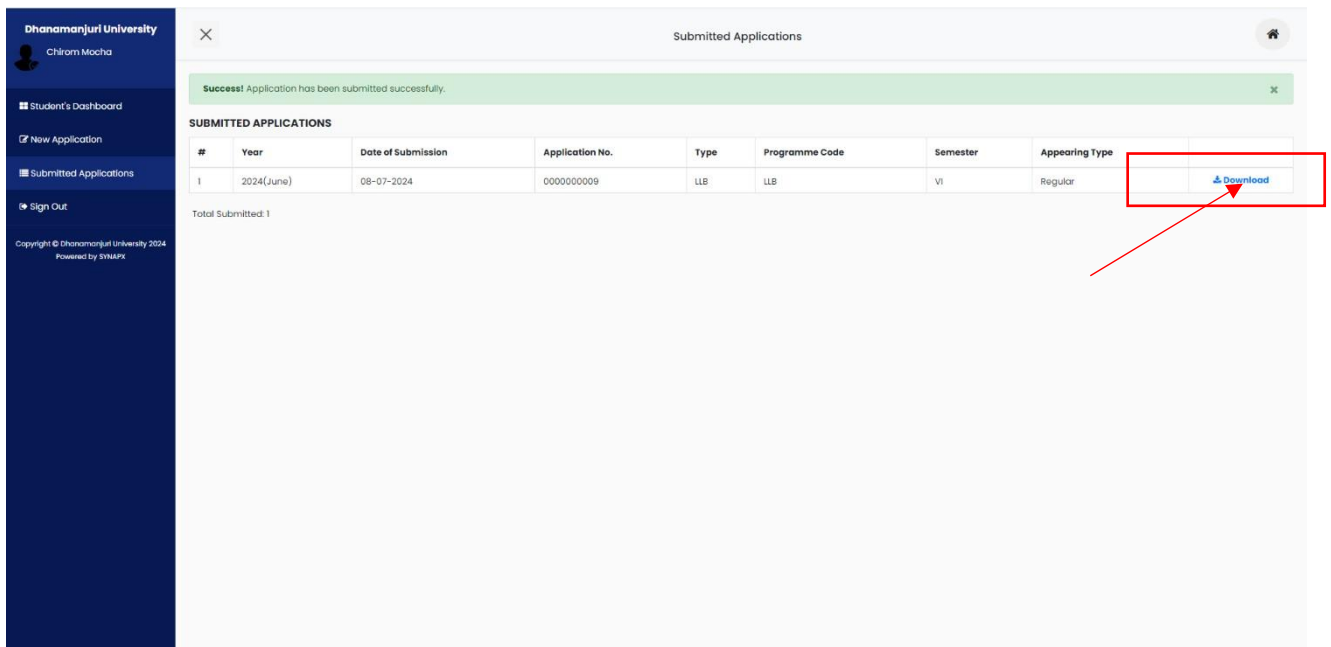


The screenshot shows a web browser window with the URL `exam.dmu.ac.in/applied-applications`. The page title is "Submitted Applications" and the user is logged in as "test data". The left sidebar contains navigation options: "Student's Dashboard", "New Application", "Submitted Applications", and "Sign Out". The main content area displays a table of submitted applications with the following data:

#	Year	Date of Submission	Application No.	Type	Programme Code	Semester	Appearing Type	Pyament Status	
1	2024(June)	10-08-2024	0000003352	LLB	LLB	II	Back	Pending	Edit
2	2024(June)	10-08-2024	0000003353	LLB	LLB	IV	Regular	Pending	Edit

Below the table, it states "Total Submitted: 2". The footer includes "Copyright © Dhanamanjuri University 2024" and "Powered by SYNAPX".

M. Click on "Download" to download the Form and Admit card after verification by the University.



The screenshot shows the "Submitted Applications" page for user "Chiram Mocha". A green success message at the top reads: "Success! Application has been submitted successfully." The table below shows one application:

#	Year	Date of Submission	Application No.	Type	Programme Code	Semester	Appearing Type	
1	2024(June)	08-07-2024	0000000009	LLB	LLB	VII	Regular	Download

The "Download" button is highlighted with a red box and a red arrow pointing to it. Below the table, it states "Total Submitted: 1". The footer includes "Copyright © Dhanamanjuri University 2024" and "Powered by SYNAPX".

- N. If “No” Click on the “**How to pay examination fee**” before clicking on “**Open Payment Link**” and will be redirected for fee payment page and follow the necessary instruction and download the e-receipt. Click on the tab and return to the examination Form submission Page
- O. Fill the details of the Fee Payment like Date of Payment, Examination Fee amount and Bank Transaction Reference No. and Upload the e-receipt by clicking on the “**Choose File**”. And Click on “(Click here to preview the form)” to verify the correctness of your examination form and Click on box for undertaking before final submission of Examination form by clicking on “**Submit**” button.

P. Click on “**Download**” to download the Form and Admit card after verification by the University.

*For any other issues relating to submission of Examination form mail to the “helpdesk.dmu@gmail.com”