



डा0 राम मनोहर लोहिया राष्ट्रीय विधि विश्वविद्यालय Dr. Ram Manohar Lohiya National Law University

पत्रांक: 196-23/एनएलयू.लखनऊ/प्रशा./एम-39/2022

दिनांक: 01 फरवरी, 2023

सूचना

एतद्वारा विश्वविद्यालय के बी0ए0एलएल0बी0 (ऑनर्स)/एलएल0एम0 तथा अन्य पाठ्यक्रमों के अध्ययनरत एवं उत्तीर्ण छात्रों को सूचित किया जाता है कि विश्वविद्यालय के विभिन्न शैक्षिक प्रमाण पत्रों को स्टैम पोर्टल के माध्यम से डिजीटल हस्ताक्षर युक्त निर्गत किया जायेगा, जो निम्नलिखित है:-

1. चरित्र प्रमाण-पत्र
2. प्रोविजनल स्टेटमेंट ऑफ ग्रेड्स
3. बोनाफाईड प्रमाण-पत्र
4. कनवर्जन प्रमाण-पत्र
5. प्रोविजनल प्रमाण-पत्र
6. ट्रान्सक्रिप्शन ऑफ ग्रेड्स
7. माइग्रेशन प्रमाण-पत्र

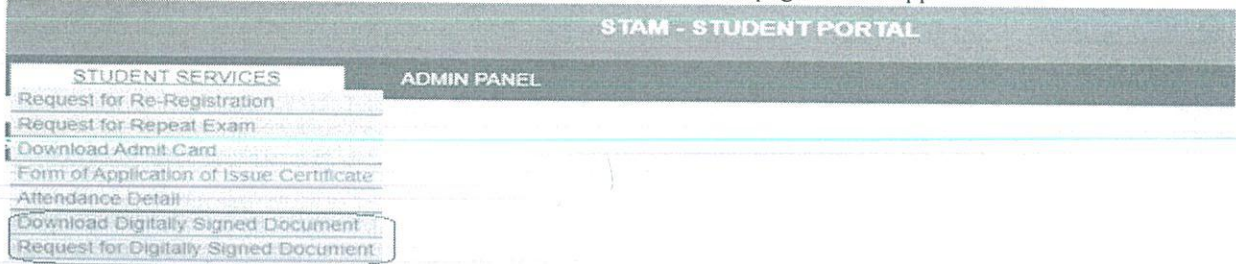
तदक्रम में उक्त प्रमाण-पत्रों को ऑनलाइन पद्धति से प्राप्त करने हेतु प्रक्रिया निम्नवत् है:-

Process of Digitally Signed Certificates

Digitally signed certificates options are incorporated in the STAM and STAM Portal application software which is being used by Dr. Ram Manohar Lohiya National Law University, Lucknow. Here are the details:-

Login in:- (STAM Portal)

After successful login in the STAM Portal application, a below menu page will be appear.



Request for Digitally Signed Document: - (STAM Portal)

Click on the "Request for Digitally Signed Document" option under the "STUDENT SERVICES" menu in STAM Portal, a below screen will be opened. Student basic detail populates on the page while opening the page. The options of varies certificate are showing in the below page under the "Request For" block.

List of Certificates for which Student can Request for Digitally Signed Certificates:

- | | |
|--------------------------------------|--|
| a) Character Certificate | b) Provisional Statement of Grades |
| c) Bonafide Certificate | d) CPI/CGPA to percentage Conversion Certificate |
| e) Provisional Certificate | f) Migration Certificate for Passout |
| g) Migration Certificate for Dropout | h) Transcription of Grades |

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L.D.A., Kanpur Road Scheme, Lucknow-226 012

दूरभाष सं. 0522-2425902-2425904 टेलीफैक्स: 0522-2422841

Phone No. 0522-2425902-904, Telefax:0522-2422841



डा० राम मनोहर लोहिया राष्ट्रीय विधि विश्वविद्यालय Dr. Ram Manohar Lohiya National Law University

धर्मसंस्थापनाथार्थीय

Course Year --Select-- Semester --Select-- Purpose --Select--

Room No

Remark

Upload Supporting Documents (Fee Deposit Slip, Affidavit)

Choose File No file chosen

Choose File No file chosen

Choose File No file chosen

Only those certificate options will be displayed which are applicable to logged in student.

- Select any one from certificates option to submit your request. Only one request for a certificate can be done.
- Select Course Year and semester from the associated dropdown list. These dropdown lists will be enabled based on the selected certificate option.
- Enter text as a message in remark.
- Upload scan copy of your documents which are required in support of your request, as follows:

Certificate claimed	Name of Supporting documents to be attached
a) Bonafied Certificate	• ID Card
b) Character Certificate*	• 5 th year Grade sheet (Front & Back side)
c) Provisional Statement of Grade	• Fee receipt i.e 200.00 per copy
d) CPI/CGPA to Percentage Conversion Certificate*	• Fee receipt i.e 200.00 per copy, Copy of 5 th year Grade sheet (Front & Back side)
e) Provisional Certificate*	• Fee receipt i.e 500.00 per copy, Copy of 5 th year Grade sheet (Front & Back side)
f) Migration Certificate for Passout *	• Fee receipt i.e 500.00 per copy, Copy of 5 th year Grade sheet (Front & Back side)
g) Migration Certificate for Dropout	• Fee receipt i.e 500.00 per copy, Last Grade sheet
h) Transcription of Grades *	• Fee receipt i.e 800.00 per copy, Copy of 5 th year Grade sheet (Front & Back side)

**only for passedout students*

View Request Status:- (STAM Portal)


The status of the submitted request can be viewed by Clicking on the “Download Digitally Signed Document” option under the “STUDENT SERVICES” menu in STAM Portal, a below screen will be opened. Initially the status will be pending and status will show complete once certificate get signed by the University.

View Request Status				
* View Last Three Months Request			View All Request	
Sl. No.	Request No.	Request On	Request For	Status

Download Digitally Signed Document:- (STAM Portal)

Student can download his request digitally signed certificate. A download link will be available in the grid corresponding to the request raised by the student.

कृपया साथ ही यह भी अवगत कराना है कि डिजिटल प्रमाण पत्र जारी करने वाली उपरोक्त प्रक्रिया के साथ-साथ छात्रों के आवेदनानुसार विभिन्न शैक्षिक दस्तावेज पूर्व की भाँति मैनुअल प्रक्रिया से भी जारी किये जाते रहेंगे।


(संजय कुमार दिवाकर)
संयुक्त कुलसचिव

प्रतिलिपि:

- कुलपति महोदय।
- कुलसचिव।
- सहायक कुलसचिव।
- समस्त छात्रों को विश्वविद्यालय वेबसाईट/स्टैम पोर्टल/नोटिस बोर्ड के माध्यम से।

(संजय कुमार दिवाकर)
संयुक्त कुलसचिव

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