

# INSTRUCTION MANUAL FOR ONLINE ISSUE OF COURSE COMPLETION-CUM-CLS/SLC

As already notified earlier, with effect from Exam Session Annual 2019, the students who have successfully passed out their ANM (2<sup>nd</sup> Year) /GNM (3<sup>rd</sup> Year) Examination, will be issued uniform (standardized) Course Completion-Cum-School/College Leaving certificates, ONMEB has already given a link option under the Institute log In panel to issue Course Completion-Cum-School/College Leaving certificates to their students only. Institutes can click on the link after log in named as – **Student CLC/Migration** and can follow the steps to take the online generated print outs of the CC-Cum-CLS/SLC.

The image shows two screenshots of the ONMEB Examination Automation System interface. The top screenshot displays the main dashboard with a sidebar menu on the left. The menu items include: Home, Edit Profile, Change ID & Password, Student Master, Edit Student Data, Internal Assessment, Student Progress Report, Student Form Fillup, Calculation Fees, Student Admit Card, Student Marksheet, Student Certificate, Student Exam Data, **Student CLC/Migration** (highlighted with a red circle and an arrow pointing to a red text box that says "Click here for Online Course Completion-Cum-CLC"), and Raise an Issue. The main content area shows "Welcome to ACHARYA HARIHARA ANM TRAINING SCHOOL, DHENKANAL" and "WELCOME TO EXAMINATION AUTOMATION SYSTEM". The bottom screenshot shows the same interface but with a form for selecting exam details. The form includes dropdown menus for "ANM", "2ND YEAR", "Annual", and "2019", a text input field for "Roll Number", and a blue "Go" button. The sidebar menu is visible on the left, and the "Student CLC/Migration" option is highlighted.


Then Institutes can select the Course (will be shown automatically as per the Login) and then can select the Year (as for ANM it will be automatically 2<sup>nd</sup> Year and for GNM it will be automatically 3<sup>rd</sup> year). Then they can select the Type of Examination means whether the student has passed out in Annual or Supplementary examination and then select the Year of the Examination in which appeared (In this case, this will be Annual 2019). Then they can put the Roll No of the student and then can click Go.

**COURSE COMPLETION**  
- *CUM*-  
**SCHOOL / COLLEGE LEAVING CERTIFICATE**  
*(JOINTLY ISSUED BY ONMEB & INSTITUTE CONCERNED THROUGH ONMEB PORTAL)*  
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**ACHARYA HARIHARA ANM TRAINING SCHOOL, DHENKANAL**  
  
**AUXILIARY NURSE & MIDWIVES (ANM) COURSE**

<b>Name of Student</b>	<b>AJASWINEE BEHERA</b>
<b>Father's Name</b>	<b>ANTARYAMI BEHERA</b>
<b>Mother's Name</b>	<b>GITANJALI BEHERA</b>
<b>Date of Birth</b>	<b>26/04/2000</b>
<b>Enrolment Number</b>	<b>11712200001</b>
<b>Date of admission in the Course</b>	<b>31/10/2017</b>

**Date of completion of the Course** 24-05-2020

<b>Examination held in Month &amp; Year</b>	<b>JANUARY 2020</b>
<b>Result Notification No. &amp; Date</b>	<b>202 / Dt: 16.05.2020</b>
<b>Reason of Leaving the Institute</b>	<b>For Higher Study / Employment</b>
<b>Conduct &amp; character of Student</b>	<b>Good</b>

 **Date of Issue : 24-05-2020** *Seal of the Nursing Trg. Institute* **Principal Tutor**  
*Name & Stamp of Institute Concerned*

\*\* This Course Completion Certificate- Cum- School / College Leaving Certificate (CCC-TLC/SLC) is centrally issued through Odisha Nurses & Midwives Examination Board Portal in order to maintain a uniform standard as per the information available in ONMEB Server. This will not be authenticated without proper Seal and Stamp of the concerned Institute.

[Print Marksheet](#)

After getting this kind of online copy, in lower part there is an option **Print** and you can take the printouts. In here nothing to be filled up by the Institute. Only in the lower part, The **Full Signature of the Principal Tutor** along with her/his Seal of the Institute (**Principal Tutor with School Name**) and left to that the **Seal of the Institute (Round Seal like if any)** will be placed. And the record can be maintained at the Office of the Principal Tutor with a copy of this signed by the Candidates concerned for record of receipt, so that no duplicate CLC will be issued later on. Failing which, in different times, CC-cum-CLC for the same student can be printed in different dates and in that cases, the Institutes will be held responsible for the duplicity and in such kind of cases, the CLC already issued in more than one date will be cancelled by ONMEB automatically and consequences if any will be faced by the Principal.