TUMMIS SPECIALS/SUPPLIMENTARY REGISTRATION USER MANUAL

Below is a user manual on how to apply specials/supplementary for continuing students (From CampusCura);

- 1. Login and update student info.
- 2. Apply for special/supplementary exam.

Step 1. LOGIN INTO TUMMIS

To proceed with special/supplementary application you need to login into your TUMMIS account which is pre-created for you. To login you need to first access the system via the link provided; <u>https://smis.tum.ac.ke</u>. Or you can visit tum website <u>https://tum.ac.ke</u> go to the website menu then locate portals then select TUMMIS. These two options will direct you to this screen.

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Technical University of Mombasa	USERNAME		USERNAME	
Welcome to Technical University of Mombasa. A Technical University of Global Excellence in Advancing Knowledge, Science and	PASSWORD &		PASSWORD	R
Technology.	Forgot Password? Sign In	F	Forgot Password?	Sign In
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Computer version

Phone version

On this screen you will be required to provide your username and password. Your username and password to your account is your admission number as follows in the example provided below.

USERNAME: BTIT/0001/1997

PASSWORD: BTIT/0001/1997

The username should be in CAPS/UPPERCASE/CAPITAL LETTERS

Step 2. UPDATE STUDENT INFO

Once successfully logged in to the system you will get the following screen

TUMMIS	=	• •
🖨 Applicant	UPDATE YOUR PERSONAL DETAILS	$PROFILE \geq UPDATE PROFILE$
I Applications < Admission < My Profile	Personal Information Contact Information Address Information	Fill all fields marked with *
	+TITLE MC. MODE NAME	* SERT NAME
	• MANIFAL STATUS Single	CMT0 0 (0011) 04/05/2001
	* GENDER O MALE O FEMALE O OTHER	* AND/EXAMPLE TATION NUMBER 152
	"UDENTFICATION TYPE NATIONAL ID NUMBER ARE YOU DISABLED	* IDNTERATION NUMBER
	O NO O YES Submi	t & Continue
	Technical University of Mombasa O 2024	Designed by TUM ICI

Computer version

The student to provide their correct and verifiable details.

TUMMIS	#	• •
Applicant	UPDATE YOUR PERSONAL DETAILS PROFILE > U	PDATE PROFILE
E Applications ⊂ ⊟ Admission ⊂ ≗ My Profile	Personal Information Contact Information Address Information Image: Contact Information * LODIE E MARKET * EMARK ADDRESS * LODIE E MARKET * EMARK ADDRESS * LETEMATIVE TAKAL ADDRESS	ed with *
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Student must provide contact information that we can reach the student with

TUMMIS	#	• •
Applicant Applications	UPDATE YOUR PERSONAL DETAILS	PROFILE > UPDATE PROFILE
E Admission <	Personal Information Contact Information - Address Information	Fill all fields marked with *
	* NATIONALITY SELECT COUNTRY	NTY LECT COUNTY
	*SUB COUNTY	N
	- PO BOX POSIA	Lude-
	Save & Continu	le

Computer version

The student should also provide the permanent address details

•	•	
Address Information Fill all fields marked with * 	UPDATE YOUR PERSONAL DETAILS PROFILE > UPDATE PROFILE	UPDATE YOUR PERSONAL DETAILS PROFILE > UPDATE PROFILE
* TITTLE - select title -		
* EIDST MAME	Personal Information	Personal Information
	Contact Information -	Contact Information -
	Address Information	Address Information
* SUR NAME	Fill all fields marked with *	Fill all fields marked with *
* MARITAL STATUS - select martial status -	* NATIONALITY SELECT COUNTRY	* MOBILE NUMBER
* DATE OF BIRTH 04/05/2024	* COUNTY SELECT COUNTY	* EMAIL ADDRESS @yahoo.com
* GENDER	*SUB COUNTY SELECT SUB COUNTY	ALTERNATIVE MOBILE NUMBER
• MALE O FEMALE O OTHER	* TOWN	* ALTERNATIVE EMAIL ADDRESS
* INDEX/REGISTRATION NUMBER 153 4/2023	* P.O BOX	Submit & Continue
*IDENTIFICATION TYPE select identification type	POSTAL CODE *	
* IDENTIFICATION NUMBER	Save & Continue	
* ARE YOU DISABLED		
O NO O YES		
Submit & Continue		
	Designed by TUM ICI	Designed by TUM ICI
	Technical University of Mombasa © 2024	Technical University of Mombasa

Phone version

TUMMIS		
💈 Student	UPDATE YOUR PERSONAL DETAILS PROFILE > UPDA	FE PROFILE
Courses < Student Progression < Kanination <	Personal Information Contact Information Address Information Campus Information	
Finance <	* CAMPUS MAIN CAMPUS You are required to upload your dully filled scanned admission letter, national identification(ID)/birth certificate, passport photo and your results slip/KCSE certificate and	
™o My Profile <	any other academic certificates. Your document should be at most 2.5mb SUBMIT INFORMATION	
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On this page you need to provide a document that can verify you as a students. For example, Fee statement, Latest transcript or student ID copy in pdf format. And kindly make sure you select the campus you have been admitted to.

TUMMIS		
Z Student Courses <	CHANGE PASSWORD	PASSWORD > CHANGE PASSWORD
🗠 Student Progression 🧹		
Examination	NEW PASSWORD	
Accommodation	REPEAT PASSWORD	
Se My Pronie <	Change Password	
TUM is ISO 9001.2015 Certified		
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Once the document is uploaded a student is required to change his/her password from the above form provided. The new password and repeat password must match.

After changing the password you will be automatically logged out and required to login a fresh into the system. Use your student number as your username and the newly created password as your new password.



This is the student dashboard on successful login into the system.

Step 3: APPLY FOR SPECIAL/SUPPLIMENTARY EXAM

TUMMIS	
\Xi Student	DASHBOARD QUICK LINKS STUDENT > DASHBOARD
🖀 Courses 🧹 🤇	
Student Progression	COURSE STATUS SEMESTER REGISTRATION FEE STATEMENT EXAM RESULTS
☐ Finance <	
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	OTHER STUDENT PORTALS
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Select the SUPPLIMENTARY/SPECIAL/RETAKES button which will take you to the next screen

TUMMIS	 ₩	
Z Student	SUPPLEMENTARY SPECIALS REGISTRATION	EXAMINATION $>$ SUPP/SPECIAL REGISTRATION
Student Progression Kamination		specials registration
E Finance	10 V # * SERIES EXAM ON OFFER	Search
Accommodation My Profile	No data available in table Showing 0 to 0 of 0 entries	< >
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Click on the special registration button above, which takes you to the next screen

TUMMIS	=		MR. NELSONE ~
Student Courses	JUL 2024		EXAMINATION > VIEW SUPP/SPECIAL
 ∠ Student Progression < ✓ Examination < 	SELECT YEAR OF STUDY YEAR 2	✓ SELECT SEMESTER 0 STUDY SEMESTER 2	v
Finance <	SELECTED UNITS:	Submit	
. ® ₀ My Profile ⊂		AMA4105 - CALCULUS II CIT4204 - IT PROJECT MANAGEMENT CIT4205 - CYBERSECURITY FUNDAMENTALS CIT4207 - PC HARDWARE AND TROUBLESHOOTING CIT4208 - ROUTER AND ROUTING BASICS CSE4203 - ADVANCED OBJECT-ORIENTED PROGRAMMING EEE4250 - DIGITAL ELECTRONICS	
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From the above form select the year and semester for the exam you want to take

TUMMIS	=			MR. NELSONE V
Z Student	JUL 2024			EXAMINATION > VIEW SUPP/SPECIAL
🗊 Courses <				
🗠 Student Progression 🧹	SELECT YEAR OF STUDY YEAR 4	~	SELECT SEMESTER OF STUDY	~
P Examination <	SELECTED UNITS:			
E Finance <				
Accommodation <	CIT4205	CYBERSECURITY FUNDAMENTALS	2.2	select exam type
🔍 My Profile 🧹 🤇	CIT4207	PC HARDWARE AND TROUBLESHOOTING	2.2	select exam type
	CIT4301	PROFESSIONAL ETHICS IN IT	3.1	select exam type
	CIT4302	ADVANCED WEB PROGRAMMING	3.1	select exam type
	CIT4403	CLOUD COMPUTING	4.2	select exam type
	CIT4404	MOBILE APPLICATION DEVELOPMENT	4.2	select exam type
		SL	ıbmit	
		BEN4401 - ENTREPREN	EURSHIP SKILLS	
		CIT4403 - CLOUD COM	PUTING	
1 STA		CIT4404-MOBILE APP	LICATION DEVELOPMENT	
		CIT4408 - GREEN COM	PUTING	
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To select a unit, select the checkbox and it will be updated. You can select all units and before submitting.

TUMMIS	=			MR. NELSONE V
E Student	JUL 2024			EXAMINATION > VIEW SUPP/SPECIAL
Student Progression	SELECT YEAR OF STUDY YEAR 4	×	SELECT SEMESTER OF STUDY SEMESTER 2	~
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	CIT4301	PROFESSIONAL ETHICS IN IT	3.1	select exam type
	CIT4302	ADVANCED WEB PROGRAMMING	3.1	select exam type
	CIT4403	CLOUD COMPUTING	4.2	select exam type
	CIT4404	MOBILE APPLICATION DEVELOPMENT	4.2	select exam type
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		CIT4408 - GREEN COMP	PUTING	
TUM is ISO 9001.2015 Certified		CIT4409 - NETWORK AP	PLICATION PROGRAMMING	
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Select the type of exam you want to take, select between special and supplementary exam.

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💈 Student	JUL 2024			EXAMINATION > VIEW SUPP/SPECIAL	
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©₀ My Profile <	CIT4207	PC HARDWARE AND TROUBLESHOOTING	2.2	SPECIAL EXAM	
	CIT4301	PROFESSIONAL ETHICS IN IT	3.1	SPECIAL EXAM	
	CIT4302	ADVANCED WEB PROGRAMMING	3.1	SUPPLEMENTARY EXAM	
	CIT4403	CLOUD COMPUTING	4.2	SUPPLEMENTARY EXAM	
	CIT4404	MOBILE APPLICATION DEVELOPMENT	4.2	SUPPLEMENTARY EXAM	
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Once all units are selected and exam type is selected you can now submit the registration

Once submitted go back to SUPPLIMENTARY/SPECIAL/RETAKES button and click it u will see exam series

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⁰⊙ My Profile <	Page 1 of 1	< 1 >			
Total to 0002305 Center					
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Click view to see your registered units for the exam series.

You will also get to download a special/sup registration form for finance verification

TUMMIS	=			
Student Courses <	JUL 2024		EXAMINATION $>$ VIEW SUPP/SPECIAL	
🗠 Student Progression 🧹	10 🗸		Search.	
Examination	# * UNIT CODE	UNIT NAME	EXAM TYPE	
	1 CIT4205	CYBERSECURITY FUNDAMENTALS	SUPPLEMENTARY EXAM	
Finance <	2 CIT4207	PC HARDWARE AND TROUBLESHOOTING	SPECIAL EXAM	
Accommodation <	3 CIT4301	PROFESSIONAL ETHICS IN IT	SPECIAL EXAM	
	4 CIT4302	ADVANCED WEB PROGRAMMING	SUPPLEMENTARY EXAM	
*o My Profile	5 CIT4403	CLOUD COMPUTING	SUPPLEMENTARY EXAM	
	6 CIT4404	MOBILE APPLICATION DEVELOPMENT	SUPPLEMENTARY EXAM	
	Page 1 of 1		< 1 >	
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