

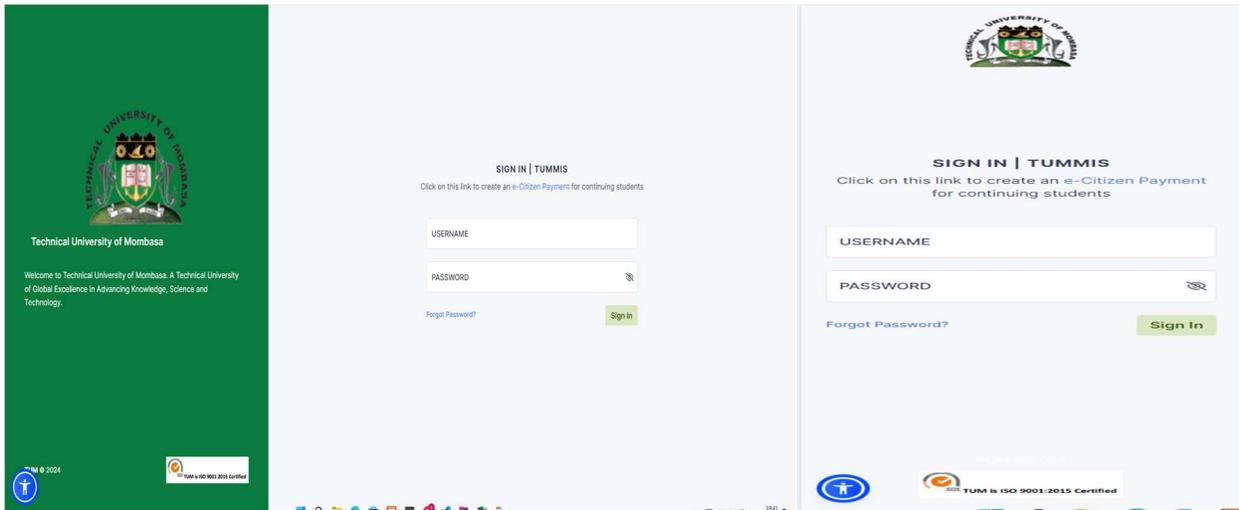
TUMMIS SPECIALS/SUPPLEMENTARY REGISTRATION USER MANUAL

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; <https://smis.tum.ac.ke>. Or you can visit tum website <https://tum.ac.ke> go to the website menu then locate portals then select TUMMIS. These two options will direct you to this screen.



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

The screenshot shows the 'UPDATE YOUR PERSONAL DETAILS' page in the TUMMIS system. The 'Personal Information' tab is active, and the 'Contact Information' tab is also visible. The form contains the following fields:

- * TITLE: Mr.
- * FIRST NAME: [Redacted]
- * MIDDLE NAME: [Redacted]
- * LAST NAME: [Redacted]
- * MARITAL STATUS: Single
- * DATE OF BIRTH: 04/05/2001
- * GENDER: MALE FEMALE OTHER
- * IDENTIFICATION TYPE: NATIONAL ID NUMBER
- * IDENTIFICATION NUMBER: [Redacted]
- * INDEX/REGISTRATION NUMBER: 15 [Redacted] 4/2023
- * IDENTIFICATION NUMBER: [Redacted]

A green 'Submit & Continue' button is located at the bottom of the form. A red notification icon indicates that all fields marked with an asterisk are required.

Computer version

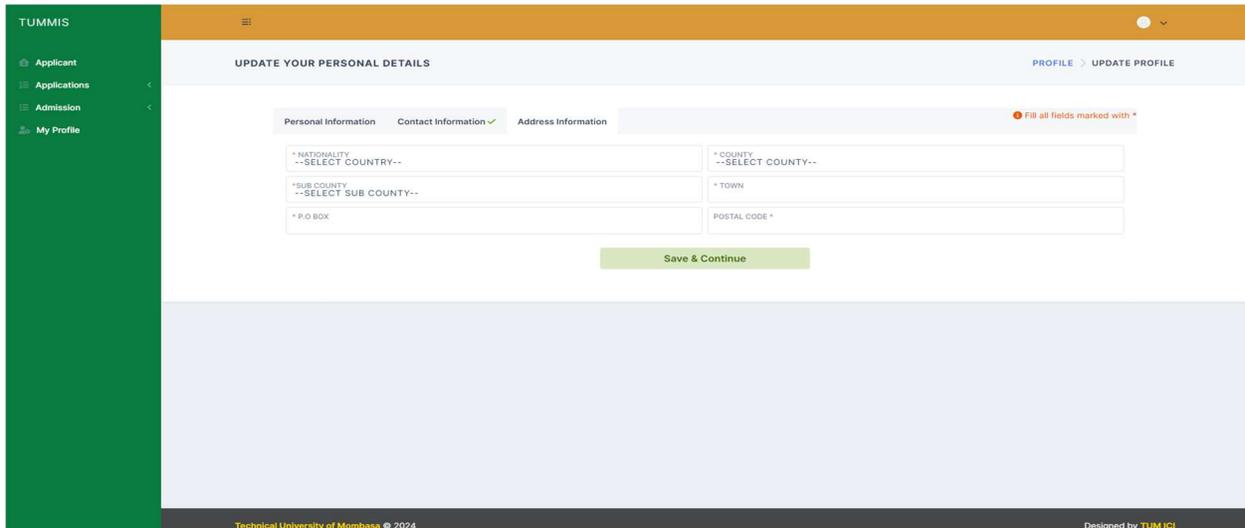
The student to provide their correct and verifiable details.

The screenshot shows the 'UPDATE YOUR PERSONAL DETAILS' page in the TUMMIS system, with the 'Contact Information' tab active. The form contains the following fields:

- * MOBILE NUMBER: [Redacted]
- * EMAIL ADDRESS: [Redacted]
- * ALTERNATIVE MOBILE NUMBER: [Redacted]
- * ALTERNATIVE EMAIL ADDRESS: [Redacted]

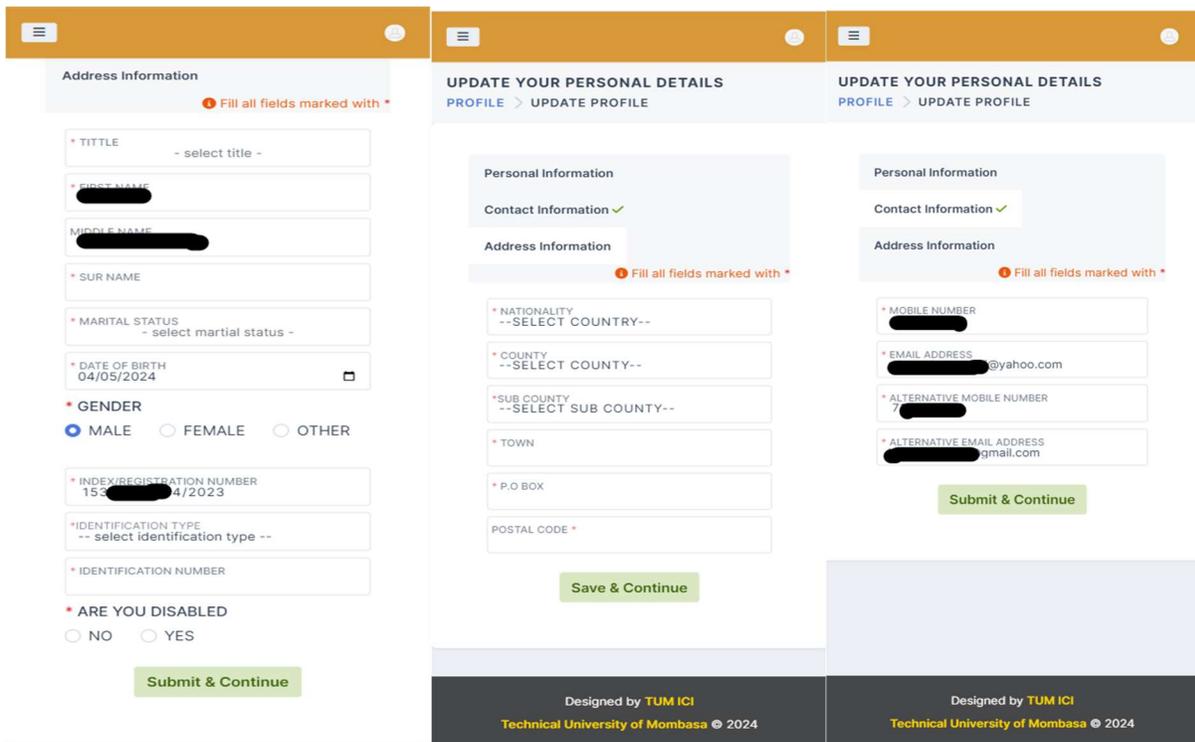
A green 'Submit & Continue' button is located at the bottom of the form. A red notification icon indicates that all fields marked with an asterisk are required.

Student must provide contact information that we can reach the student with

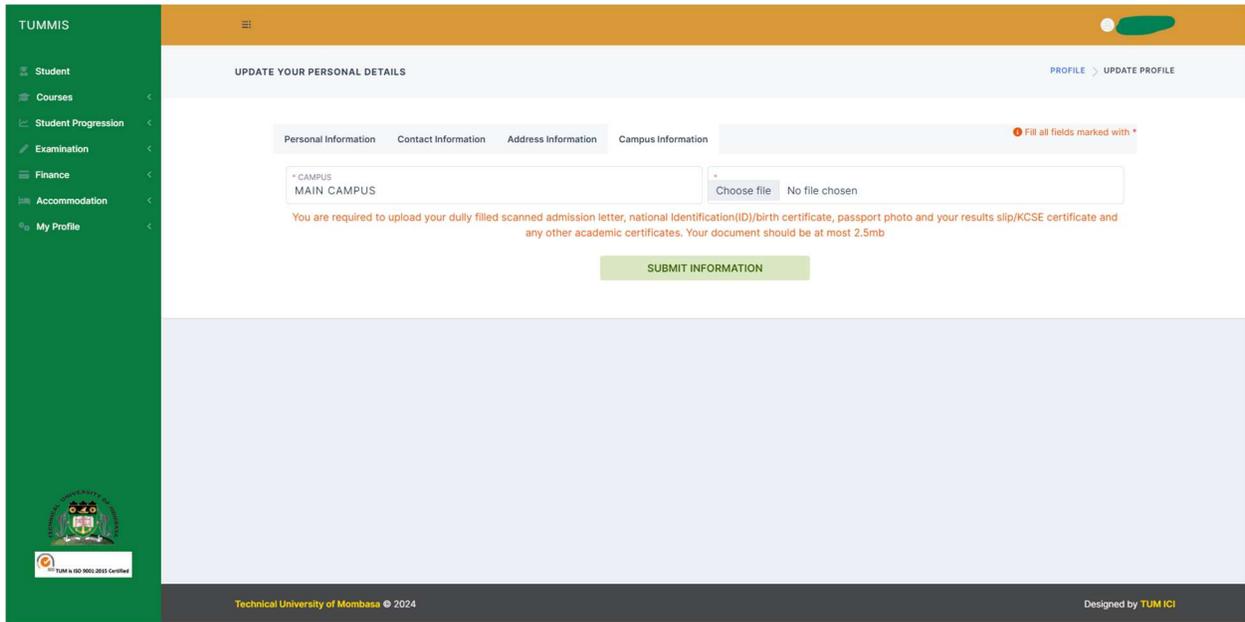


Computer version

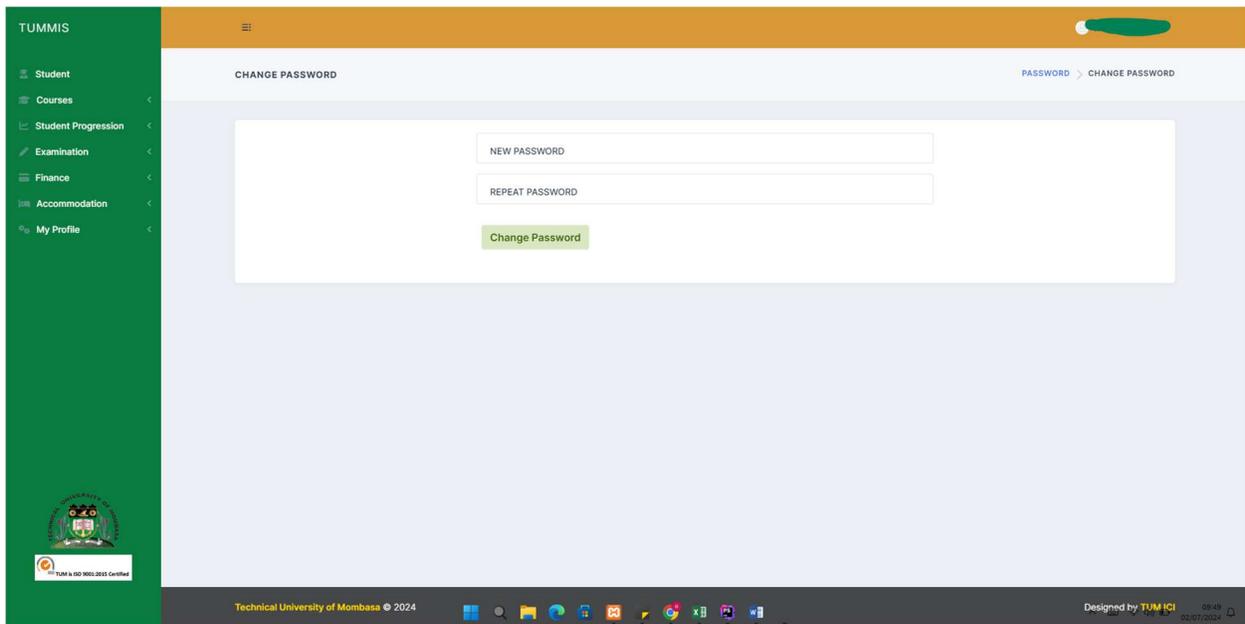
The student should also provide the permanent address details



Phone version

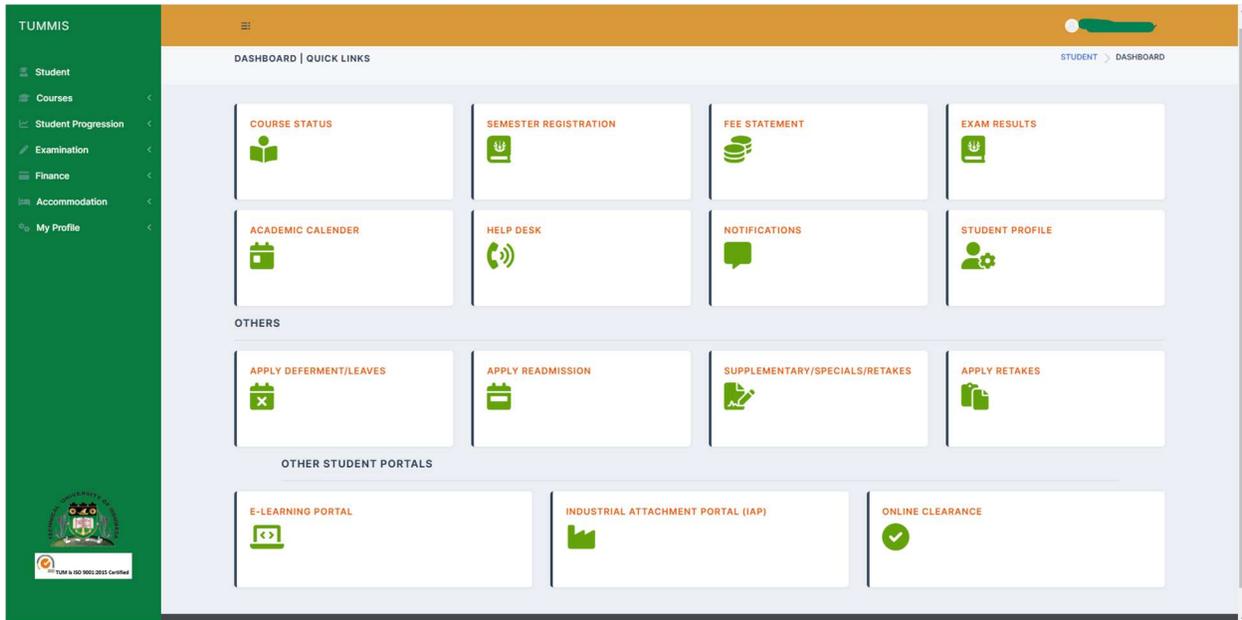


On this page you need to provide a document that can verify you as a students. For example, Fee statement, Latest transcript or student ID copy in pdf format. And kindly make sure you select the campus you have been admitted to.



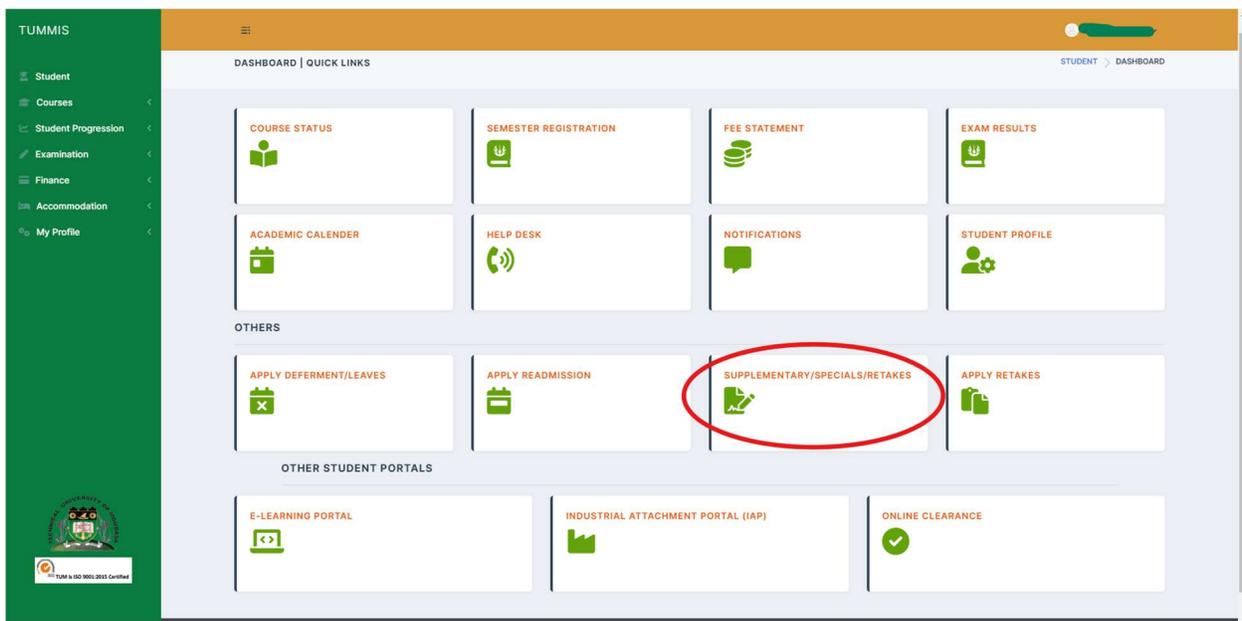
Once the document is uploaded a student is required to change his/her password from the above form provided. The new password and repeat password must match.

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.

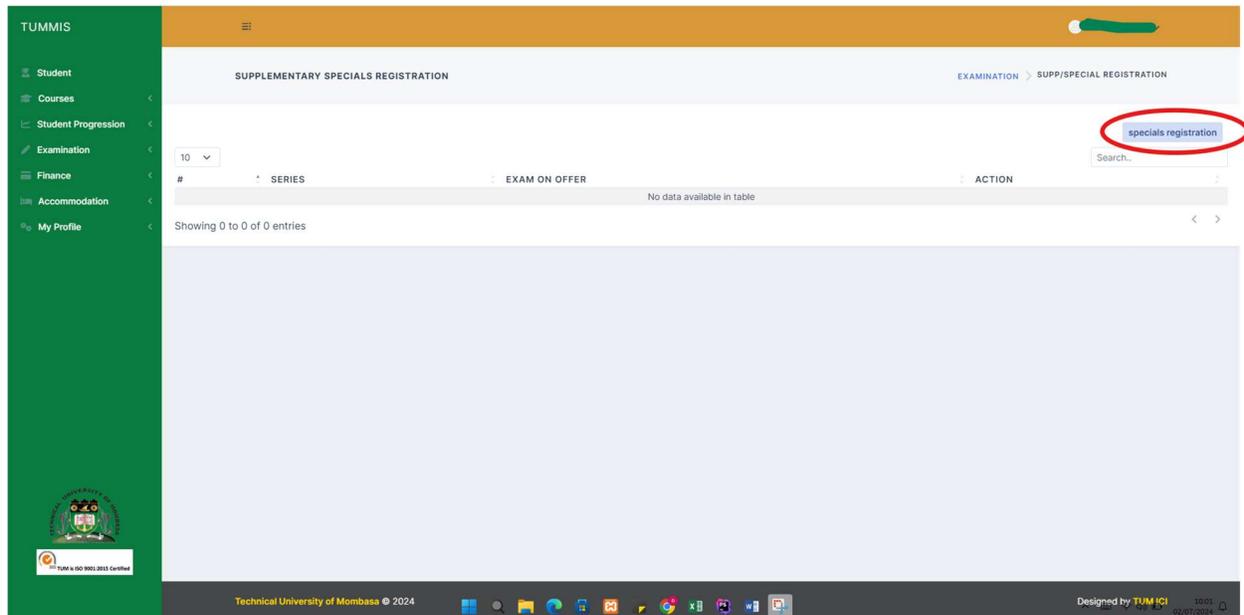


This is the student dashboard on successful login into the system.

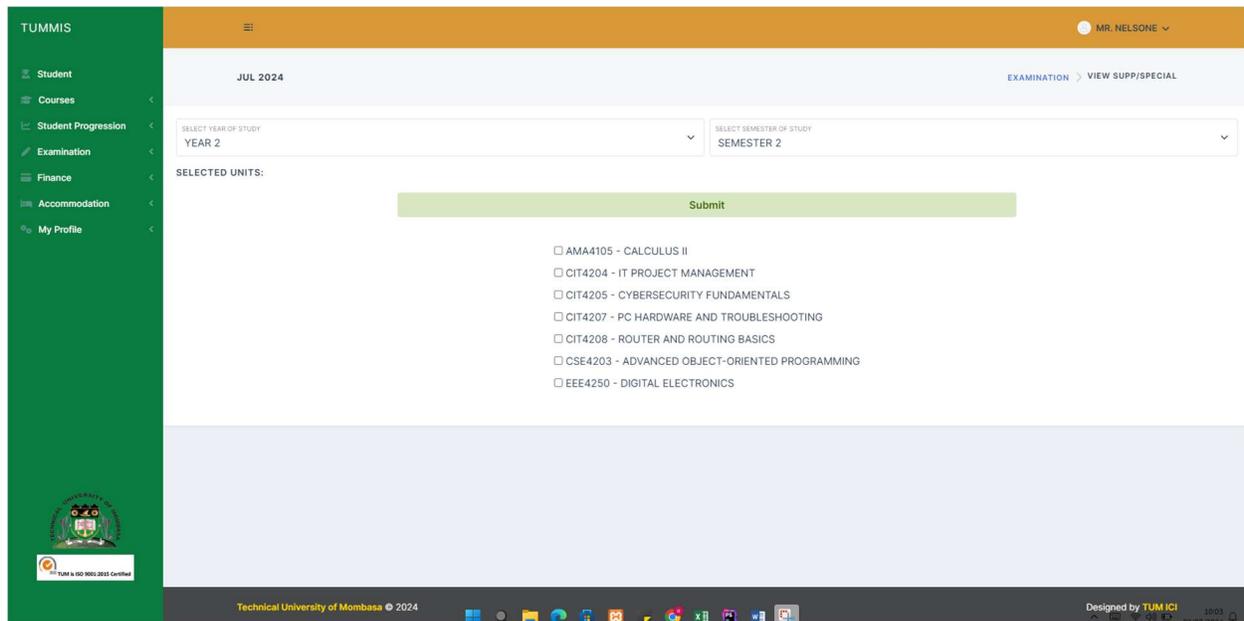
Step 3: APPLY FOR SPECIAL/SUPPLIMENTARY EXAM



Select the SUPPLEMENTARY/SPECIAL/RETAKES button which will take you to the next screen



Click on the special registration button above, which takes you to the next screen



From the above form select the year and semester for the exam you want to take

TUMMIS

MR. NELSONE

JUL 2024

EXAMINATION > VIEW SUPP/SPECIAL

SELECT YEAR OF STUDY: YEAR 4

SELECT SEMESTER OF STUDY: SEMESTER 2

SELECTED UNITS:

CIT4205	CYBERSECURITY FUNDAMENTALS	2.2	-- select exam type --
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 --

Submit

- BEN4401 - ENTREPRENEURSHIP SKILLS
- CIT4403 - CLOUD-COMPUTING
- CIT4404 - MOBILE APPLICATION DEVELOPMENT
- CIT4408 - GREEN COMPUTING
- CIT4409 - NETWORK APPLICATION PROGRAMMING

To select a unit, select the checkbox and it will be updated. You can select all units and before submitting.

TUMMIS

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EXAMINATION > VIEW SUPP/SPECIAL

SELECT YEAR OF STUDY: YEAR 4

SELECT SEMESTER OF STUDY: SEMESTER 2

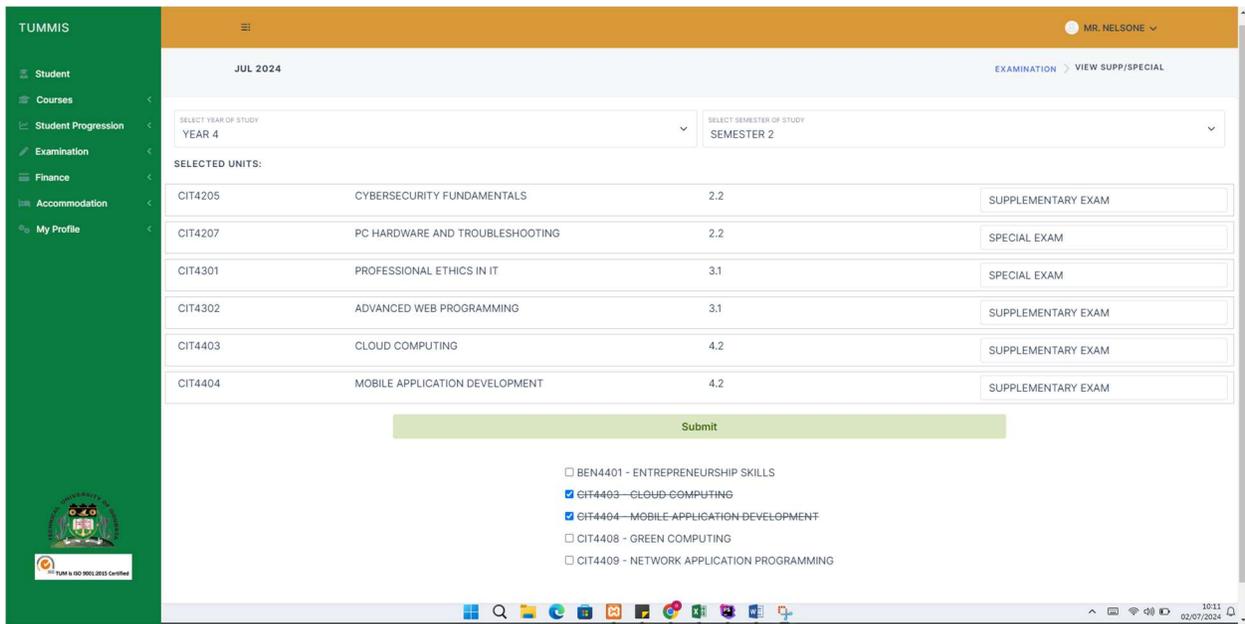
SELECTED UNITS:

CIT4205	CYBERSECURITY FUNDAMENTALS	2.2	-- select exam type --
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 --

Submit

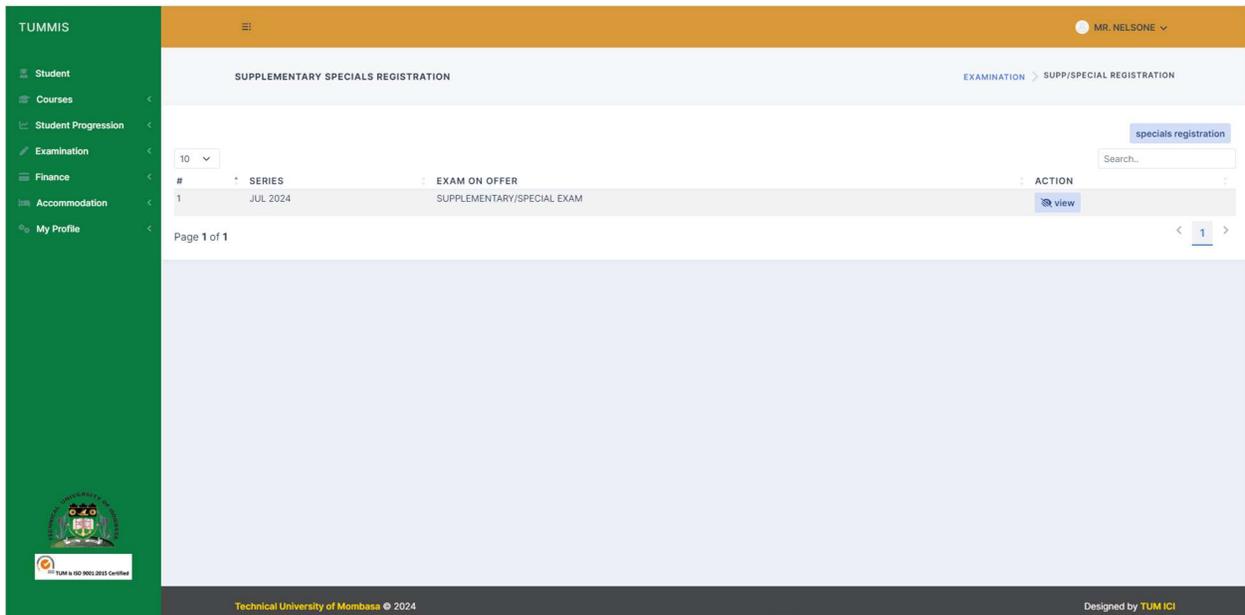
- BEN4401 - ENTREPRENEURSHIP SKILLS
- CIT4403 - CLOUD-COMPUTING
- CIT4404 - MOBILE APPLICATION DEVELOPMENT
- CIT4408 - GREEN COMPUTING
- CIT4409 - NETWORK APPLICATION PROGRAMMING

Select the type of exam you want to take, select between special and supplementary exam.



Once all units are selected and exam type is selected you can now submit the registration

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



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

- Student
- Courses
- Student Progression
- Examination
- Finance
- Accommodation
- My Profile

JUL 2024

EXAMINATION > VIEW SUPP/SPECIAL

10

Search...

#	UNIT CODE	UNIT NAME	EXAM TYPE
1	CIT4205	CYBERSECURITY FUNDAMENTALS	SUPPLEMENTARY EXAM
2	CIT4207	PC HARDWARE AND TROUBLESHOOTING	SPECIAL EXAM
3	CIT4301	PROFESSIONAL ETHICS IN IT	SPECIAL EXAM
4	CIT4302	ADVANCED WEB PROGRAMMING	SUPPLEMENTARY EXAM
5	CIT4403	CLOUD COMPUTING	SUPPLEMENTARY EXAM
6	CIT4404	MOBILE APPLICATION DEVELOPMENT	SUPPLEMENTARY EXAM

Page 1 of 1

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