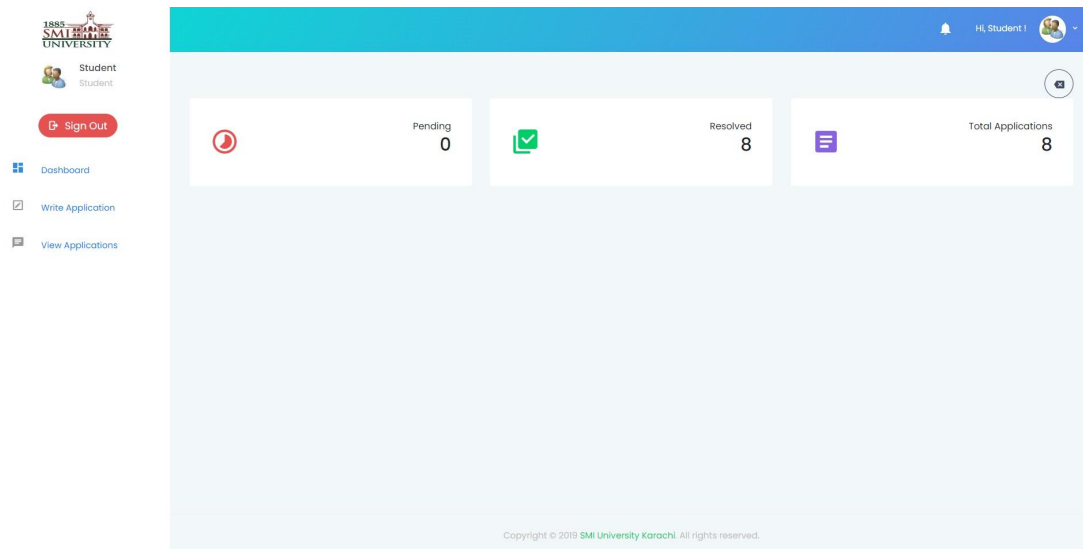


Student Application Management System (SAMS) Portal

SAMS Portal is application management system through which students can submit their applications and get the response on portal without physically visiting offices. You can only register on the SAMS portal once have been registered in CMS and provided University Student ID.



How to Register on SAMS?

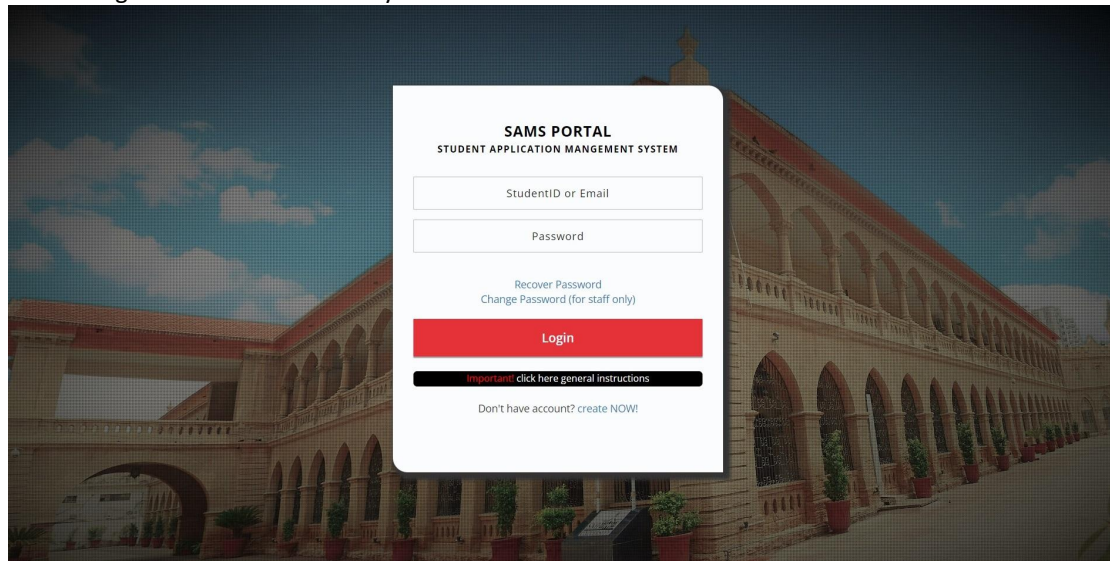
1. Go to <http://sams.smiu.edu.pk>
2. Click Create NOW, a new student registration form opens.
3. Fill all the required fields and click Register button to create your Account.

The registration form is titled "STUDENT APPLICATION MANGEMENT SYSTEM" and is overlaid on a background image of a university building. The form contains the following fields and elements:

- Input field for "CNIC# with dash"
- Input field for "StudentID with dash"
- Input field for "Email"
- Input field for "Password"
- Input field for "Confirm Password"
- A red "Register" button
- A link: "Already have an account? Please Login"

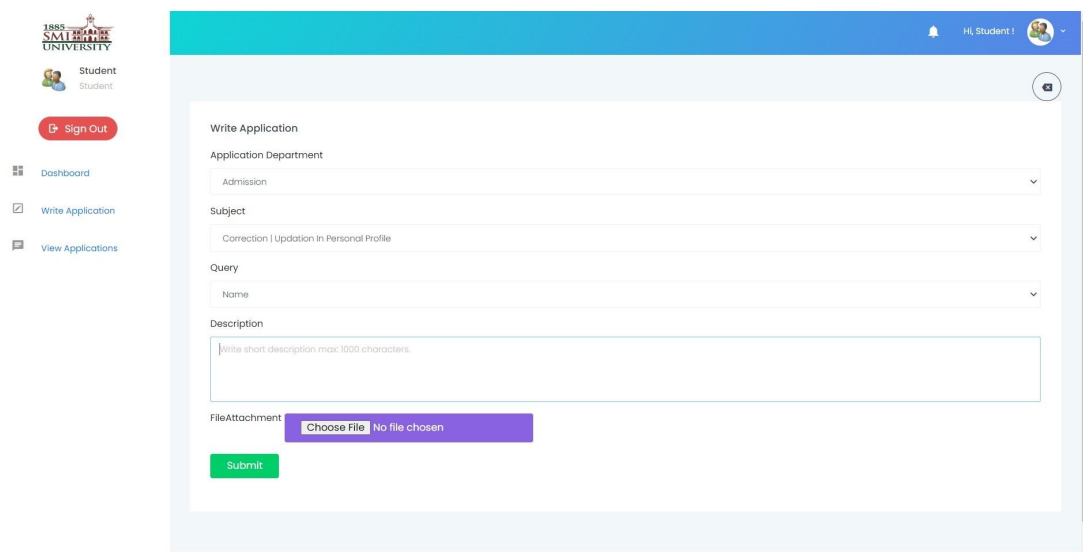
How to Login on SAMS?

1. Go to <http://sams.smiu.edu.pk>
2. Login with Email or University Student ID (provided by SMIU) and Password
3. Click Login button to enter in to your account.



How to submit an Application?

1. Login SAMS Portal.
2. Click on Write Application on the left side
3. Select the Department to which you want to send the application
4. Select the Subject of application, in case of unavailability select Other
5. Select the Query of application, in case of unavailability select Other
6. Inside Description, provide the detailed matter of your application (format is not important)
7. Select attachment document in support of your application (Optional)
8. Click submit button to submit your application



How to view the status of Application?

1. Login SAMS Portal
2. Click on View Applications on the left side
3. You can see all the pending and resolved applications submitted from your account
4. The status mentions the current status of your application.
5. Click Details button to see the detailed response on your application.

The screenshot shows the SAMS Portal interface. On the left, there is a navigation menu with options: Dashboard, Write Application, and View Applications. The main content area displays a table of applications. At the top of the table, there are filters for 'Pending 0' and 'Resolved 8', and a total of 'Total Applications 8'. The table has the following data:

Application#	Date	Problem	Attachment	Status	Details
1031	7/21/2020 10:39:48 AM	Admission	View	Resolved	Details
1030	7/21/2020 9:34:11 AM	Admission	View	Resolved	Details
1028	7/16/2020 8:54:54 PM	Admission	View	Resolved	Details
621	11/6/2019 10:30:39 AM	Examination	View	Resolved	Details
620	11/6/2019 10:09:28 AM	Examination	View	Resolved	Details
608	10/24/2019 3:48:50 PM	Admission	View	Resolved	Details
248	1/30/2019 4:33:26 PM	Admission	View	Resolved	Details

Application Detailed View

The screenshot shows the detailed view of application #248. The page displays the following information:

Application Details	
Application#	248
Date	1/30/2019 4:33:26 PM
Application Department	Admission
Subject	Fee
Query	Installment
Description	Test
Attachment	View
Response	Please fill your details and elaborate your request
Response Date	2/6/2019 4:08:06 PM
Status	Resolved

How to recover password of your SAMS Account?

1. Go to <http://sams.smiu.edu.pk>
2. Click Recover Password link.
3. Type your University Student ID or Email that you provided during the registration of SAMS Account.
4. Click Recover Password button to receive the password recovery link in your email.

