



CLiC

Student Self-Service

Student Guideline



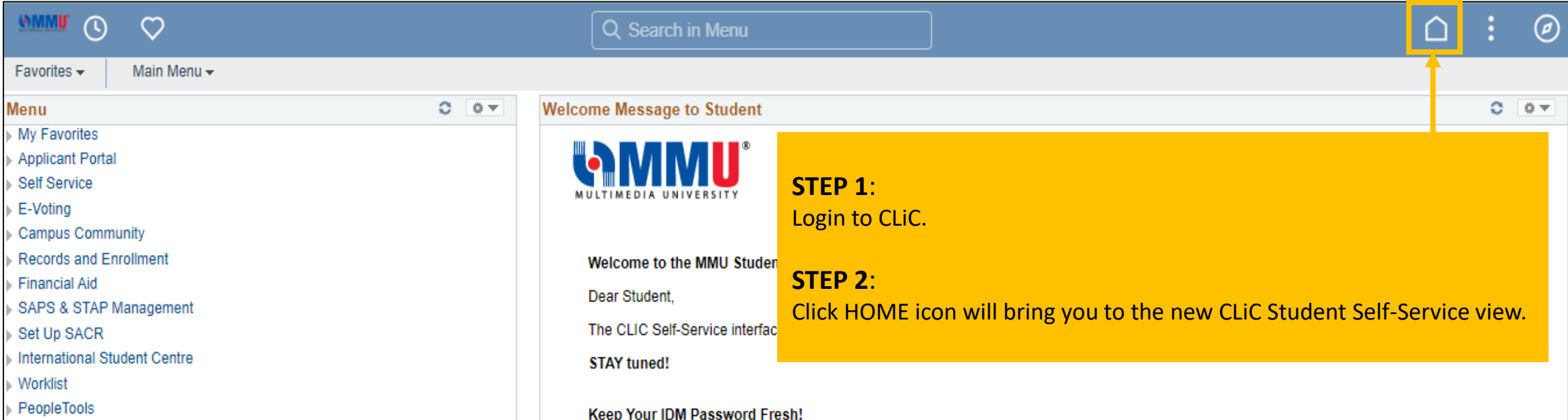
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Soft Launch Navigation (22-23 Oct 2024)

To navigate the CLiC view from Classic to Fluid

Desktop View



The screenshot displays the MMU student portal interface. At the top right, a home icon (house symbol) is highlighted with a yellow box, and a yellow arrow points to it from a yellow instruction box. The instruction box contains the following steps:

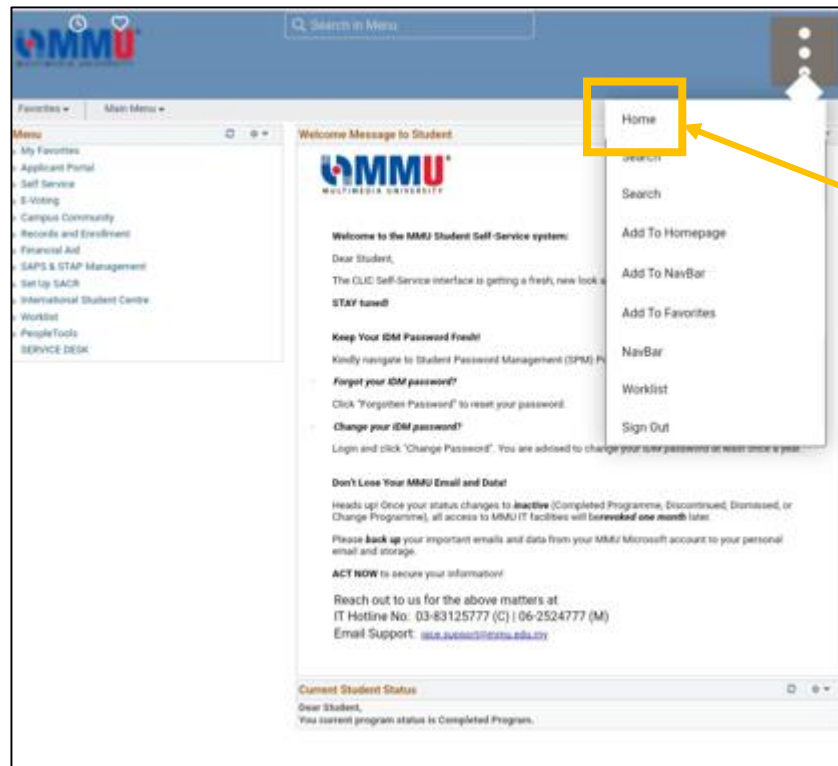
- STEP 1:** Login to CLiC.
- STEP 2:** Click HOME icon will bring you to the new CLiC Student Self-Service view.

The interface also shows a search bar labeled "Search in Menu", a "Favorites" section with "Main Menu" selected, and a "Menu" sidebar with various options like "My Favorites", "Applicant Portal", "Self Service", "E-Voting", "Campus Community", "Records and Enrollment", "Financial Aid", "SAPS & STAP Management", "Set Up SACR", "International Student Centre", "Worklist", and "PeopleTools". The main content area displays a "Welcome Message to Student" with the MMU logo and text: "Welcome to the MMU Student", "Dear Student,", "The CLIC Self-Service interface", "STAY tuned!", and "Keep Your IDM Password Fresh!".

Soft Launch Navigation (22-23 Oct 2024)

To navigate the CLiC view from Classic to Fluid

Mobile View



STEP 1:
Login to CLiC.

STEP 2:
Click on the three(3) dots

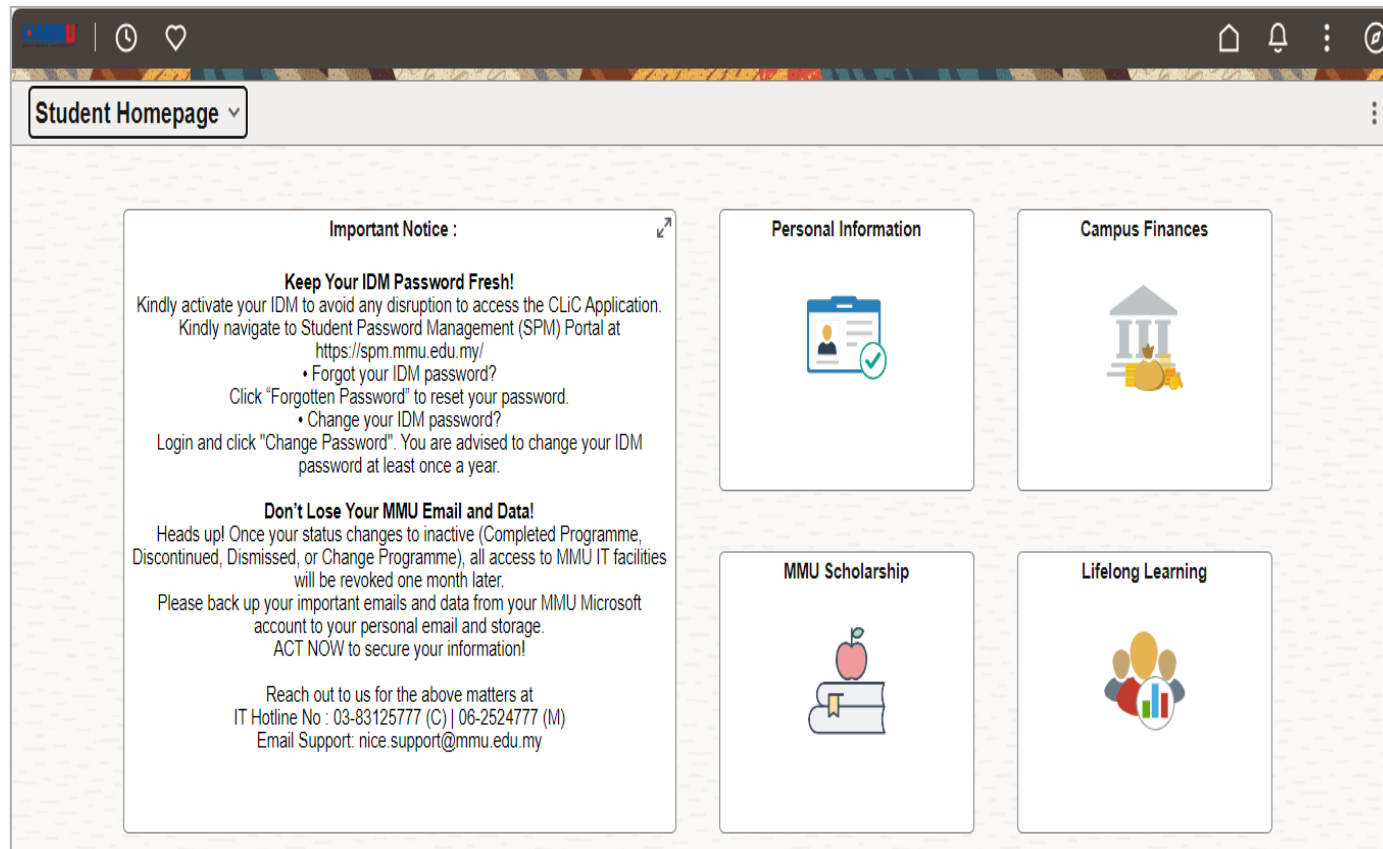
STEP 3:
Click on HOME will bring you to the new
CLiC Student Self-Service fluid view.

Official Release (24 Oct 2024)

Upon login to CLiC

Mobile View

Desktop View



The desktop view shows a navigation bar with 'Student Homepage' and a grid of four main sections: Important Notice, Personal Information, Campus Finances, MMU Scholarship, and Lifelong Learning.

Important Notice :

Keep Your IDM Password Fresh!
 Kindly activate your IDM to avoid any disruption to access the CLiC Application. Kindly navigate to Student Password Management (SPM) Portal at <https://spm.mmu.edu.my/>

- Forgot your IDM password? Click "Forgotten Password" to reset your password.
- Change your IDM password? Login and click "Change Password". You are advised to change your IDM password at least once a year.

Don't Lose Your MMU Email and Data!
 Heads up! Once your status changes to inactive (Completed Programme, Discontinued, Dismissed, or Change Programme), all access to MMU IT facilities will be revoked one month later.
 Please back up your important emails and data from your MMU Microsoft account to your personal email and storage.
 ACT NOW to secure your information!

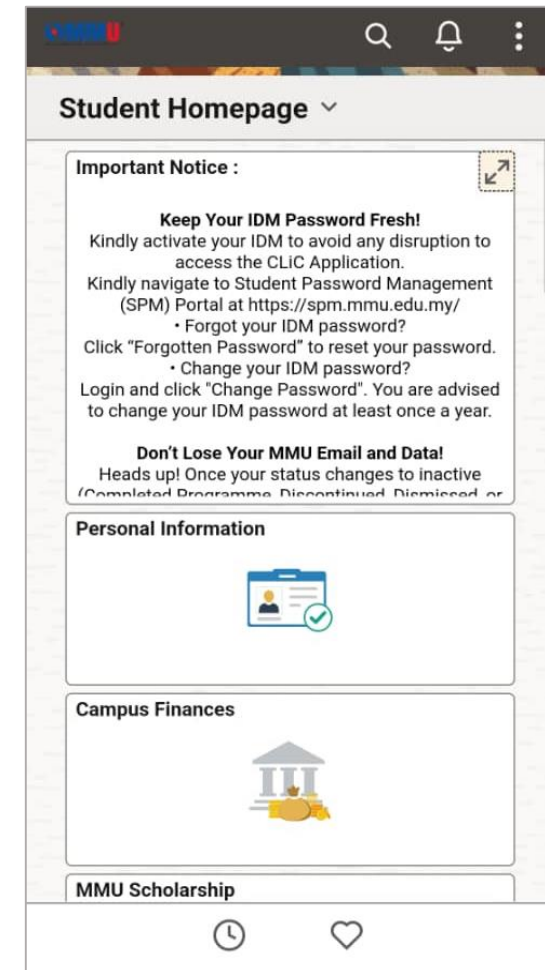
Reach out to us for the above matters at
 IT Hotline No : 03-83125777 (C) | 06-2524777 (M)
 Email Support: nice.support@mmu.edu.my

Personal Information

Campus Finances

MMU Scholarship

Lifelong Learning



The mobile view shows a navigation bar with 'Student Homepage' and a vertical list of sections: Important Notice, Personal Information, Campus Finances, and MMU Scholarship.

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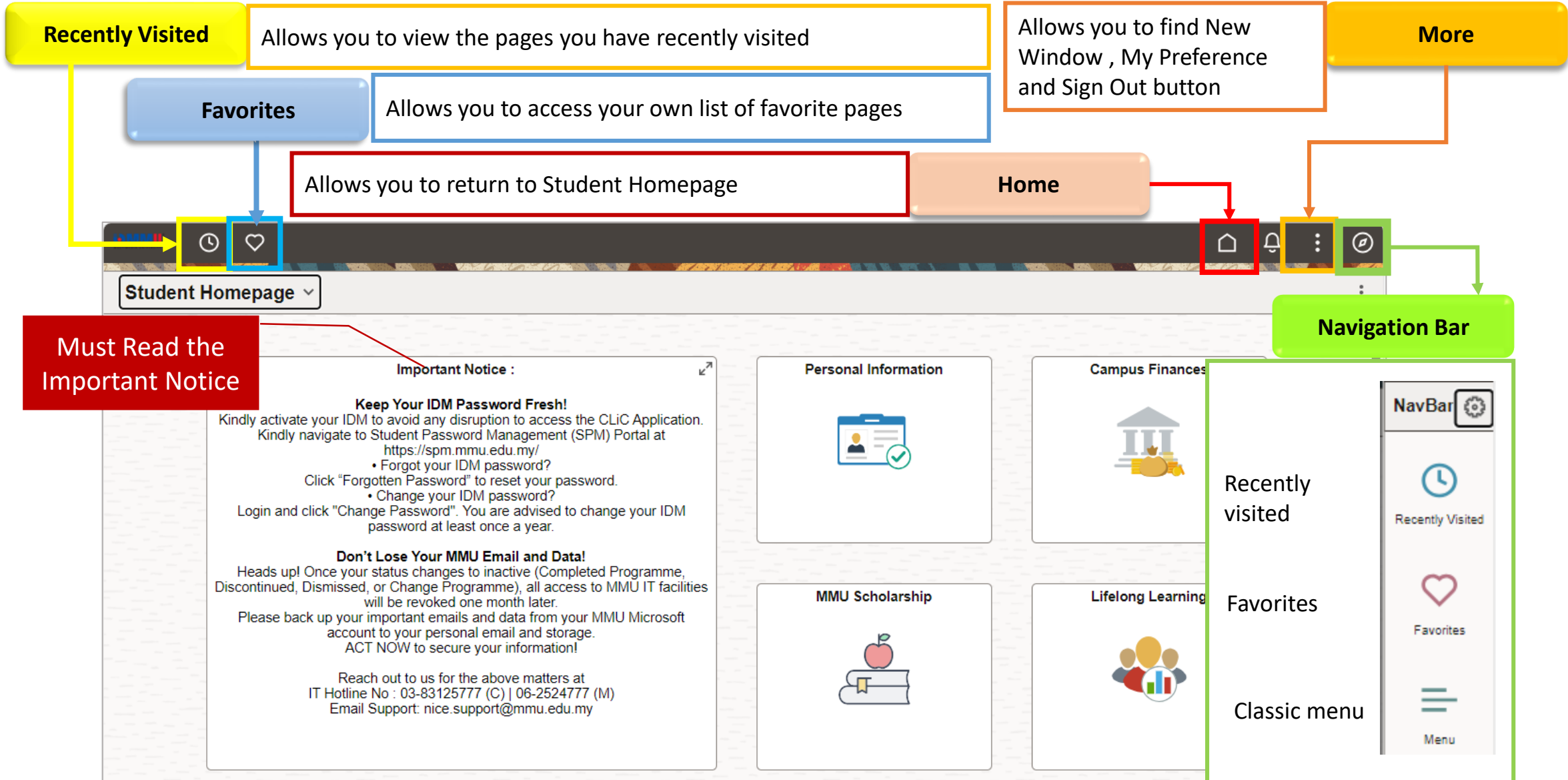
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Personal Information

Campus Finances

MMU Scholarship

Student Homepage – Desktop View



Recently Visited Allows you to view the pages you have recently visited

Favorites Allows you to access your own list of favorite pages

Allows you to return to Student Homepage

Home

Allows you to find New Window , My Preference and Sign Out button

More

Navigation Bar

Must Read the Important Notice

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Personal Information

Campus Finances

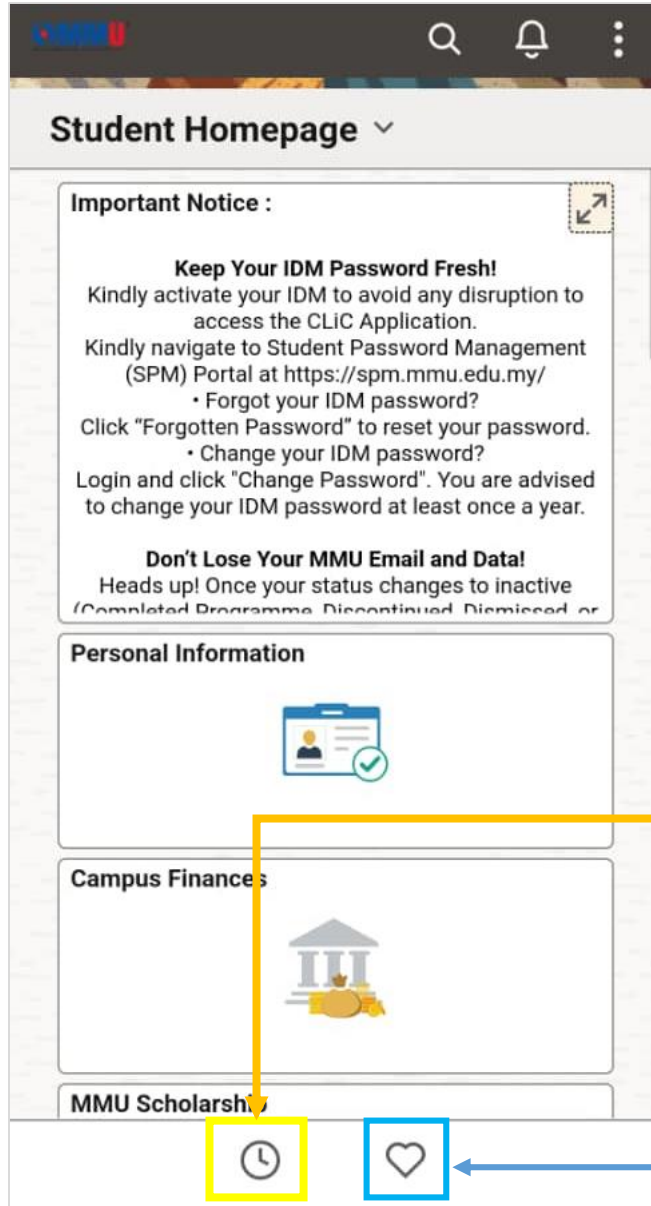
MMU Scholarship

Lifelong Learning

NavBar

- Recently visited
- Favorites
- Classic menu

Student Homepage – Desktop View



Allows you to return to Student Homepage

Home

Allows you to sign out from the system

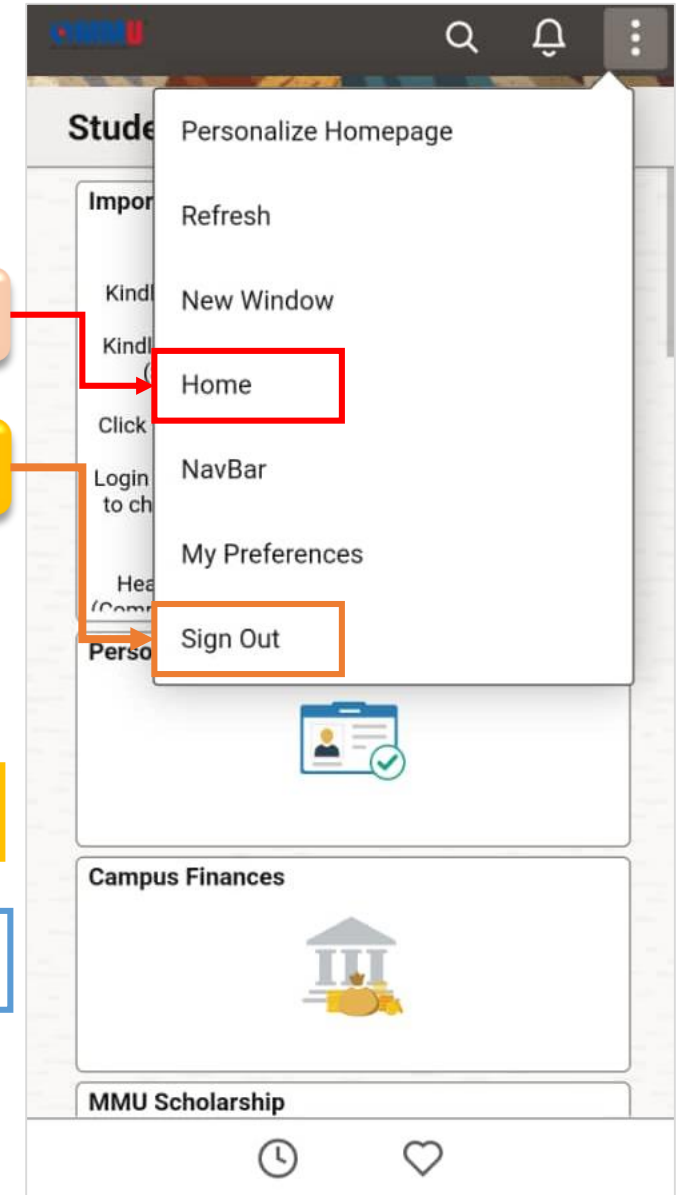
Sign Out

Recently viewed

Allows you to view the pages you have recently visited


Favorite

Allows you to access your own list of favorite pages




Menu Description / Services

Personal Information




To find your personal details such as Addresses, Emergency Contact and Biographic information

Campus Finances



To find information on your student financial activities, including account summaries, invoices, payments, refunds, bank details, and a payment link.

Lifelong Learning




To apply for APEL.C assessment and application (Credit Transfer based on experience)

Examinations




To view your exam timetable, view/print your exam slip, and view/print your result slip

Enrollment




To access your academic planner, enrollment appointment, add/drop subjects, swap classes, and view your enrolled class schedule.

Class Schedule



To find your class schedule by subject, event calendar by subject, and your enrolled class schedule


Attendance



To view your attendance percentage for the current trimester and generate an attendance report


Menu Description / Services – Continued (2)

Academic Records




To find information on your academic matters, including student status, academic achievement, course history, advisors, credit transfer, auto credit transfer verification (DTD), award of degree letter, dismissal letter, and notifications

Academic Progression



To submit an application for a degree or postgraduate program

Final Year Project



To find all information and application for Final Year Project

Industrial Training Program




To find all information and application for Industrial Training Program

OBE Achievement



To view CLO and PLO achievement report


Postgraduate Service



For postgraduate student to





- Progress Monitoring Registration
- View Progress Monitoring Summary
- RPD & WPD Application

Student Requests






To submit request for

- Leave of Absent
- Program Change
- Appeal for Reinstatement
- Credit Transfer

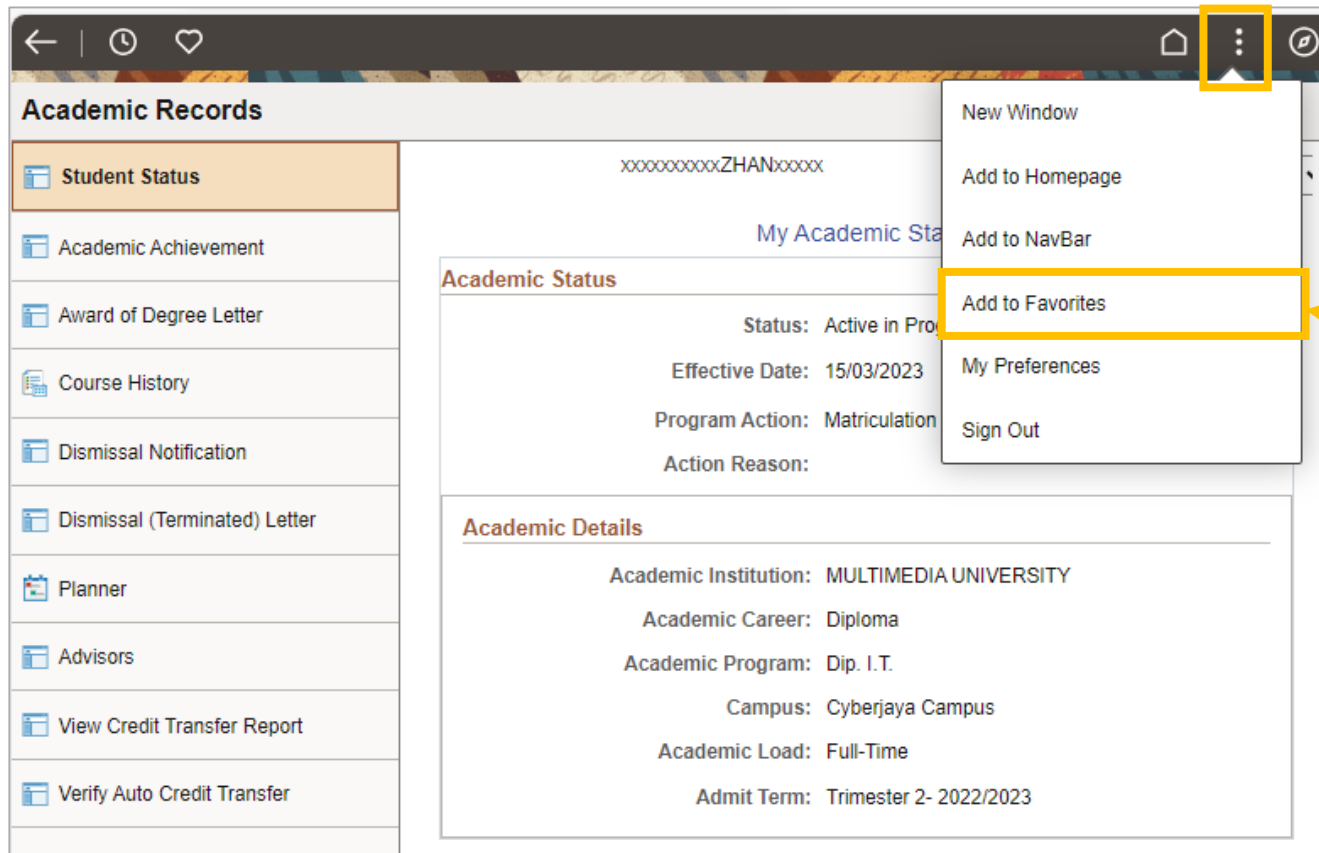
<p>Campus Lifestyle</p> 	<p>To find information related to STAP submissions, awards, counseling, club positions, and hostel.</p>
<p>SAPS & STAP Management</p> 	<p>To submit STAP and to verify or approve STAP.</p>
<p>International Students</p> 	<p>For International Student to</p> <ul style="list-style-type: none"> • View student pass application • Renewal of student pass
<p>MMU Scholarship</p> 	<p>To accept MMU scholarship offers (for those received the scholarship offer letter)</p>

Menu Description / Services – Continued (3)

<p>E-Voting</p> 	<p>To submit votes during the polling period</p>
<p>Admissions</p> 	<p>For new students to retrieve information such as the digital registration checklist, registration details, photo upload, and referral declaration.</p>
<p>Survey</p> 	<p>To find a list of surveys.</p>

FAQ

- How to set page as favorite?



Step 1:
Open your desired page.

Step 2:
Click on the three dots (:).

Step 3:
Click on “Add to Favorites” and set the name for future reference



THANK
YOU

Require IT support?
Contact us at

NETWORK & INTELLIGENT CAMPUS ECOSYSTEMS (NICE)

Tel : 03-8312 5777 (Cyberjaya) | 06-252 4777 (Melaka)

Email : nice.support@mmu.edu.my