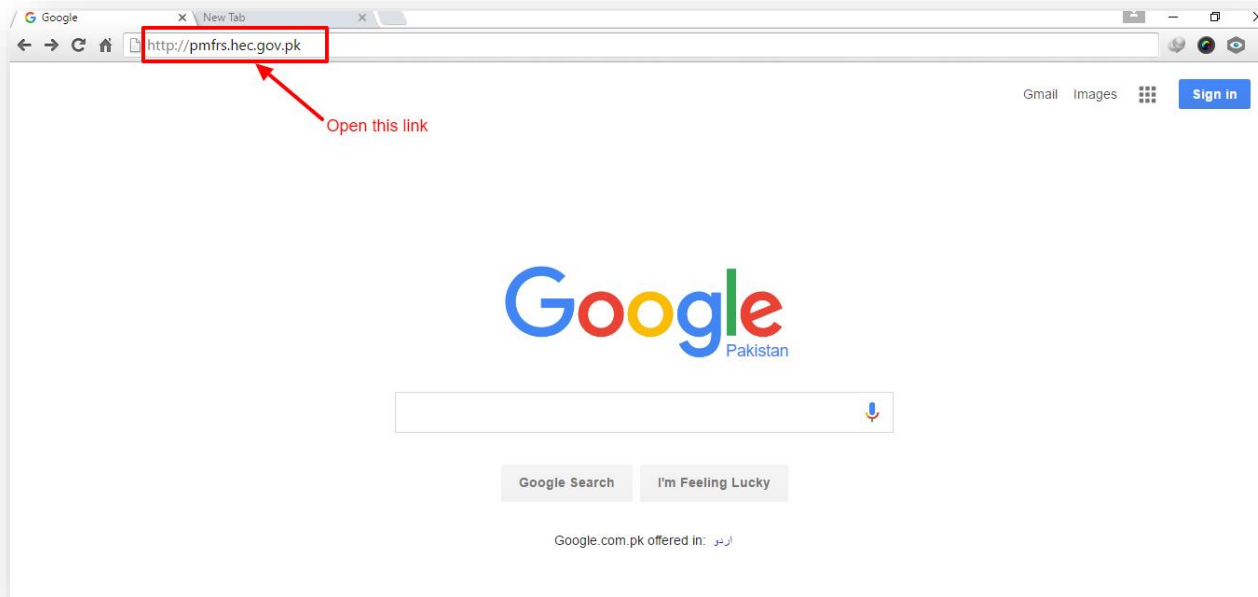


This manual will help the students to understand the process of New Registration for Prime Minister's Fee Reimbursement Scheme

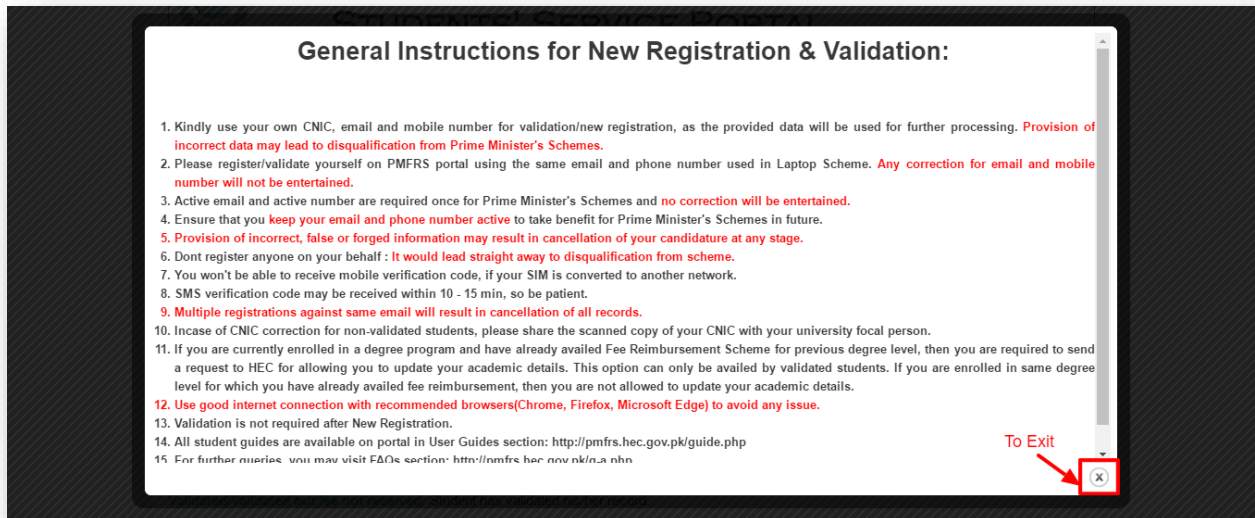
## **Prime Minister's Fee Reimbursement Scheme**

New Registration for  
FY(2016-17)

## Step 1: Go to URL: <http://pmfrs.hec.gov.pk>



## Step 2: Read all instructions, carefully



**Step 3:** Now, Click on the link as follows for New Registration:

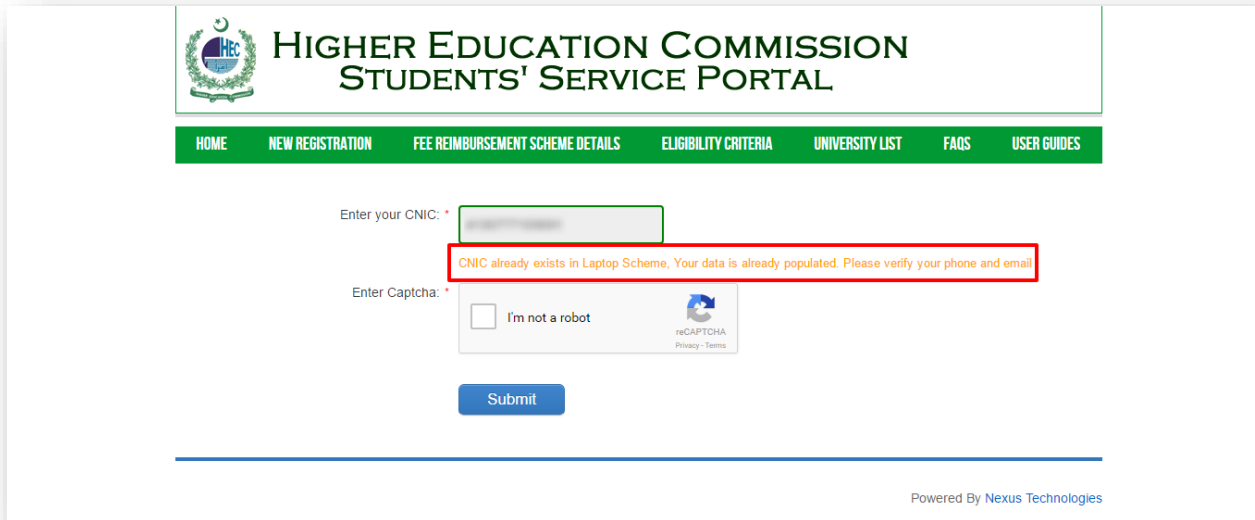
The screenshot shows the homepage of the Higher Education Commission Students' Service Portal. The header includes the HEC logo and the text "HIGHER EDUCATION COMMISSION STUDENTS' SERVICE PORTAL". A green navigation bar contains the following menu items: HOME, NEW REGISTRATION (highlighted with a red box and an arrow labeled "Click here"), FEE REIMBURSEMENT SCHEME DETAILS, ELIGIBILITY CRITERIA, UNIVERSITY LIST, FAQs, and USER GUIDES. Below the navigation bar, there are input fields for City, University, and Name, along with a "Check Status" button. A blue message states: "Dear Students, online registration for FY 2016-17 is open now." Below this, there is a "Show" dropdown set to "10" entries and a "Search" input field. A table header is visible with columns: STUDENT'S NAME, FATHER'S NAME, ENROLLMENT NO, DEGREE PROGRAM, and STATUS. Below the table header, a message reads: "For validation please select city, university and enter your name to fetch related record". At the bottom of the screenshot, there are three status definitions: "Eligible but Validation Awaited", "Validated/Validated but fee not received", and "Incomplete".

**Step 4:** Following page will be opened. Now, Enter your verified CNIC and Click **Submit** to proceed.

The screenshot shows the registration form on the Higher Education Commission Students' Service Portal. The header and navigation bar are the same as in the previous screenshot. The form contains the following elements: "Enter your CNIC:" followed by a text input field (highlighted with a red box and an arrow labeled "Enter your verified CNIC here"); "Enter Captcha:" followed by a reCAPTCHA widget (highlighted with a red box and an arrow labeled "Click here for verification"); and a "Submit" button (highlighted with a red box and an arrow labeled "Click here after completing the above details"). At the bottom right of the page, it says "Powered By Nexus Technologies".

(b)

If your record already exists in PMNLS you will see the following screen after entering CNIC



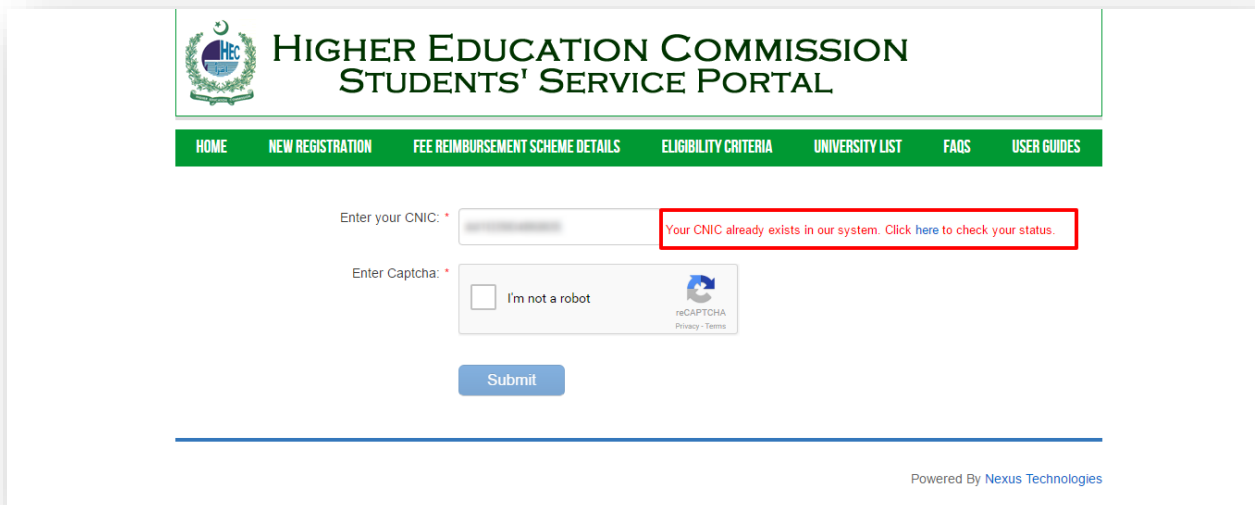
The screenshot shows the Higher Education Commission Students' Service Portal. The header includes the HEC logo and the text "HIGHER EDUCATION COMMISSION STUDENTS' SERVICE PORTAL". Below the header is a navigation menu with links: HOME, NEW REGISTRATION, FEE REIMBURSEMENT SCHEME DETAILS, ELIGIBILITY CRITERIA, UNIVERSITY LIST, FAQs, and USER GUIDES. The main content area has a form with the following elements:

- Label: "Enter your CNIC: \*"
- Input field: A text box containing a blurred CNIC number.
- Message: A red-bordered box containing the text "CNIC already exists in Laptop Scheme, Your data is already populated. Please verify your phone and email".
- Label: "Enter Captcha: \*"
- Form: A reCAPTCHA widget with an "I'm not a robot" checkbox and a reCAPTCHA logo.
- Button: A blue "Submit" button.

At the bottom right of the page, it says "Powered By Nexus Technologies".

(c)

You will see the following screen, if your CNIC already exists in the system



The screenshot shows the Higher Education Commission Students' Service Portal. The header includes the HEC logo and the text "HIGHER EDUCATION COMMISSION STUDENTS' SERVICE PORTAL". Below the header is a navigation menu with links: HOME, NEW REGISTRATION, FEE REIMBURSEMENT SCHEME DETAILS, ELIGIBILITY CRITERIA, UNIVERSITY LIST, FAQs, and USER GUIDES. The main content area has a form with the following elements:

- Label: "Enter your CNIC: \*"
- Input field: A text box containing a blurred CNIC number.
- Message: A red-bordered box containing the text "Your CNIC already exists in our system. Click here to check your status.".
- Label: "Enter Captcha: \*"
- Form: A reCAPTCHA widget with an "I'm not a robot" checkbox and a reCAPTCHA logo.
- Button: A blue "Submit" button.

At the bottom right of the page, it says "Powered By Nexus Technologies".

**Step 5: Complete the form by filling the required fields**

**HIGHER EDUCATION COMMISSION  
STUDENTS' SERVICE PORTAL**

HOME NEW REGISTRATION FEE REIMBURSEMENT SCHEME DETAILS ELIGIBILITY CRITERIA UNIVERSITY LIST FAQs USER GUIDES

**New Student Registration for Fee Reimbursement Scheme**

Personal Information **Academic Information** Verification

Student's CNIC \* 8936798363986

Name \* Enter your full name

Father's Name \* Enter father's name

Date of Birth \* Day Month Year

Gender \* Select Gender

Province \* Select Domicile Province

Domicile District \* Select Domicile Province First

Postal Address(optional) Enter your postal address

City of Residence \* Select City

Employment Status \* Are you employed somewhere?

**Click here to proceed**

Please Complete all the required details

After completing the details,  
Click on any one to Proceed

Powered By Nexus Technologies

**Step 6:** Fill the required fields in the academic form, carefully.

**HIGHER EDUCATION COMMISSION  
STUDENTS' SERVICE PORTAL**

HOME NEW REGISTRATION FEE REIMBURSEMENT SCHEME DETAILS ELIGIBILITY CRITERIA UNIVERSITY LIST FAQs USER GUIDES

**New Student Registration for Fee Reimbursement Scheme**

Personal Information Academic Information **Verification**

City \* Select University City

University \* Select City First

Campus \* Select Campus

Degree Program \* Select Degree Program

Subject \* Select Subject

Discipline \* Select subject first

Registration Number \* Enter university enrollment number

Date of Admission \* Day Month Year

Program Completion Date \* Select date of admission first

Education System(Annual/Semester) \* Select Education System

Click any one after completing details

Complete all the required details carefully in order to avoid any inconvenience

Click here to proceed

Powered By Nexus Technologies

**Step 7:** Now, verify your phone number and email id

**Note:**

- i. Wait for some time, if you didn't receive your mobile verification code immediately.
- ii. Fields for writing verification codes will appear after entering the phone number or email.

The screenshot displays the 'Higher Education Commission Students' Service Portal' interface. The main heading is 'HIGHER EDUCATION COMMISSION STUDENTS' SERVICE PORTAL'. Below the heading is a navigation menu with links: HOME, NEW REGISTRATION, FEE REIMBURSEMENT SCHEME DETAILS, ELIGIBILITY CRITERIA, UNIVERSITY LIST, FAQs, and USER GUIDES. The main content area is titled 'New Student Registration for Fee Reimbursement Scheme' and has three tabs: 'Personal Information', 'Academic Information', and 'Verification'. The 'Verification' tab is selected. The form contains the following fields and elements:

- Cell Phone \***: A text input field with a placeholder 'Enter your cell number'. A red arrow points to it with the annotation '(i) Enter phone number and email here'. Below it are two lines of small text: '\* You won't be able to receive verification code, if your SIM is converted to another network' and '\* SMS verification code may be received within 10 - 15 min, so be patient. For further details, visit FAQs page.'
- Enter Verification Code \***: A text input field with a placeholder 'Enter mobile verification code'. A red arrow points to it with the annotation '(ii) Click here after writing verification codes'. To its right is a green 'Verify Code' button.
- Email \***: A text input field with a placeholder 'Enter your email address'. A red arrow points to it with the annotation '(i) Enter phone number and email here'. Below it are two lines of small text: '\* Dont register anyone on your behalf : It would lead straight away to CANCELLATION from scheme' and '\* Multiple registrations against same email may result in CANCELLATION of all records'.
- Enter Verification Code \***: A text input field with a placeholder 'Enter email verification code'. A red arrow points to it with the annotation '(ii) Click here after writing verification codes'. To its right is a green 'Verify Code' button.
- Enter Captcha \***: A CAPTCHA field with a placeholder 'i'm not a robot' and a reCAPTCHA logo. A red arrow points to it with the annotation '(iii) Click here for verification'.
- Submit** and **Reset** buttons: Both are blue buttons with white text. A red arrow points to the 'Submit' button with the annotation 'Click here after filling the complete form'. Another red arrow points to the 'Reset' button with the annotation 'Click here for resetting the form'.

At the bottom right of the page, it says 'Powered By Nexus Technologies'.

**Note:**

- (i) When you enter the verification code and click **Verify Code** button, green borders will appear if the email and phone number is verified.

Cell Phone \*


Valid Phone Number  
 \* You won't be able to receive verification code, if your SIM is converted to another network  
 \* SMS verification code may be received within 10 - 15 min, so be patient. For further details, visit FAQs page.

Enter Verification Code \*

Email \*


Valid Email.  
 \* Dont register anyone on your behalf : It would lead straight away to CANCELLATION from scheme  
 \* Multiple registrations against same email may result in CANCELLATION of all records

Enter Verification Code \*

Enter Captcha: \*  I'm not a robot   
 reCAPTCHA  
 Privacy - Terms

Green borders indicate that email and phone number is now verified

(ii) After clicking Submit, you will see the following page



## HIGHER EDUCATION COMMISSION STUDENTS' SERVICE PORTAL

[HOME](#)   [NEW REGISTRATION](#)   [FEE REIMBURSEMENT SCHEME DETAILS](#)   [ELIGIBILITY CRITERIA](#)   [UNIVERSITY LIST](#)   [FAQS](#)   [USER GUIDES](#)

**You have successfully registered yourself for FY 2016-17 in Prime Minister Fee Reimbursement Scheme.**

Validation is not required for newly registered students.

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### General Instructions:

- If your record already exists in Prime Minister National Laptop Scheme, then your phone number and email id will be automatically mentioned in the verification form. In case, your email or phone number is changed then contact your focal person.
- If your record already exists in the system, then you will not be able to perform new registration as only students for FY (2016-17) are eligible for New Registration.
- Validation is not required after New Registration
- If you are not receiving mobile verification code, then please wait for at least 20 minutes