

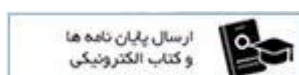
Graduation Settlement Process for ASMU's International Students

Dear graduates of Azarbaijan Shahid Madani University should know that they have the possibility of both “In-Presence” and “Online” graduation settlement. For completing the graduation process personally, the graduated student has to obtain the “**Graduation Settlement Form**” from the Graduation Office and collect the required signatutes. For Online graduation, the graduated student should first register on the university's *Hamgam* system, linked below:

<http://hamgam.azaruniv.ac.ir>

Then you can use the *settlement* button in the *requests* section of the Sama system.

- It should be noted that postgraduate students (doctorate and master's) must upload their thesis on



At the Central Library website <http://plib.azaruniv.ac.ir>

as well as Irandoc website <https://sabt.irandoc.ac.ir>



before starting the settlement process and getting the tracking code.

- It is obvious that this system is only for settlement purposes, and the graduate must visit the *Administration of Graduates and Issuance of Educational Certificates* (as arranged on the previous day over the phone) to receive their temporary graduation certificates (On the day of referral, you need to first hand over your student card to the security of the university).
- Until further notification, this system is an alternative for graduates to avoid unnecessary visits to the university. However, it does not prevent in-person account settlements.
- This system has been tested over time, and the upcoming problems have been fixed. However, in case of any problem, you can contact the account settlement officer of each unit (mentioned next to their names) to help fix the problem.

ASMU International Academic Cooperation Office
ASMU's Vice-Chancellor for Education and Postgraduate Studies