

CMCS	
Create New Claim	My Drafts
<ul style="list-style-type: none">• Month selector• Status badges• Totals	<ul style="list-style-type: none">• Month selector• Status badges• Totals
Submitted / Under Review	Approved / Rejected
<ul style="list-style-type: none">• Month selector• Status badges• Totals	<ul style="list-style-type: none">• Month selector• Status badges• Totals

Claim Form (Lines + Documents)

Claim: 2025-08 Lecturer: #123 Status: Draft

Lines (Date | Module | Hours | Rate | Amount) [+ Add line] [Import CSV]

Supporting Documents [Upload]

[Save Draft] [Submit for Review]

Totals: Hours, Amount

Coordinator/Manager Review

Lines and Totals		Documents
Review: Claim 2025-08 Lecturer: Ntobe Cele		

Decision: [Approve] [Reject] Comment: _____

Stage: Programme Coordinator → Academic Manager