

UNIVERSITI TEKNOLOGI MALAYSIA

STUDENT MOVEMENT GUIDELINES (4TH EDITION)

EXIT / ENTER CAMPUS
EFFECTIVE DATE 7TH MAY 2022

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PURPOSE

These guidelines aim to explain the implementation of enter and exit campus movement which must be complied with by students of Universiti Teknologi Malaysia (UTM) in Johor Bahru and Kuala Lumpur campuses. They cover control measures that need to be implemented by Residential Colleges effective 7 May 2022. The rationale for the guidelines being issued is to ensure the movement of students is in order, monitored and able to reduce the Covid-19 infection rate among students and staff.

These guidelines also explain the methods of student movement into the campus for staying purposes, collecting belongings purposes and rules for students while being in the campus

With the published of this Student Movement Guidelines 4th Edition, Student Movement Guidelines (3rd Edition) dated 16th March 2022 are automatically void.

INTRODUCTION

Student Exit and Entry Movement

In accordance with the announcement by the Malaysia government on 1st April 2022 with regards to the nation entering the transition phase to endemic and the introduction of new Standard Operating Procedures (SOPs), the University has agreed to add flexibility for students to enter and exit campus as follows :

i. UTM gates operations are as follows:

Gate 1 (UTM Main Entrance)	: Open 24 hours
Gate 2 (Senai)	: 6.00 A.M – 12.00 A.M
Gate 3 (Dataran UTM)	: 6.00 A.M – 12.00 A.M
Gate 4 (Desa Bakti)	: 6.00 A.M – 9.00 A.M : 12.30 P.M – 2.30 P.M : 4.30 P.M – 7.00 P.M
Gate 5 (Sri Pulai)	: 6.00 A.M – 12.00 A.M
UTM KL Gate	: 6.00 A.M – 12.00 A.M

*Time limit for student entry is until **12.00 midnight** only. Any students who do not comply with the rules and regulations are subject to disciplinary actions as stated in Universiti Teknologi Malaysia (Discipline of Students) Rules 1999.

- ii. The requirement to enter the campus is that students must be fully vaccinated (refer the vaccination table below). For students who are not fully vaccinated or have not received booster dose (for *Sinovac* type only) or have not vaccinated due to health issues or have refused to be vaccinated, please refer to item 1.3.

TYPE OF VACCINES	TOTAL VACCINE	18-59 YEARS OLD	60 YEARS OLD AND ABOVE
Sinovac Sinopharm	2 dose	Partially vaccinated	Partially vaccinated
	3 dose	Fully vaccinated	Fully vaccinated
Pfizer Moderna AstraZaneca Covaxin Covishield Novavax Sputnik V	2 dose	Fully vaccinated	Partially vaccinated
	3 dose	Received booster dose	Fully vaccinated
CanSino Janssen Sputnik Light	1 dose	Fully vaccinated	Partially vaccinated
	2 dose	Received booster dose	Fully vaccinated

METHODS OF IMPLEMENTATION

1.0 Entering for Staying Purposes

1.1 Before Entering Campus

- i. It is **COMPULSORY** for students to update their health status by completing the *Health Declaration Form (HDF)*, and their vaccination status and booster dose status in the UTMSmart system before applying to enter the campus (Please refer to the latest User Guide for UTM Student Health Information).
- ii. Students are requested to undergo RTK-Antigen self test at their respective residence within 24 hours prior to entering the campus. Students must upload the RTK-Antigen test result in the UTMSmart system.
- iii. For residential college applications, undergraduate students can apply through the hostel.utm.my portal and approval is subject to room availability at the respective colleges.
- iv. For postgraduate and international students, college application can be done by sending an email to the colleges that provide rooms for postgraduate and international students namely Kolej Rahman Putra (KRP), Kolej Tun Dr. Ismail (KTDI), Kolej Tun Fatimah (KTF) and Kolej Tun Hussein Onn (KTHO).

1.2 Upon Entering Campus

- i. Students must display the *Health Declaration Form (HDF)* and vaccination status to the Security Officer at the UTM entrance. Only students with **GREEN** status are allowed to enter.
- ii. Students can directly go to the residential college applied and present the RTK result to receive the room key.
- iii. It is **COMPULSORY** for students to scan the provided QR code for campus presence record before receiving the room key.
- iv. After entering the residential college, if students develop any symptoms, they are **REQUIRED** to **undergo the RTK-Antigen test once again**.

* Refer to Appendix A for the infographic on the process of student admission into campus.

** Student college application remains as is until key collection.

*** Registration and key collection matters at residential colleges are during office hours only.

1.3 Special Cases

There are three (3) categories of special cases: (a) students who are not fully vaccinated or not vaccinated due to health issues, (b) *Sinovac* type recipients who still do not receive booster dose and (c) students who refuse to get vaccination. There are added SOP that needs to be adhered to:

1.3.1 Category (a)

- i. Before entering the campus, it is compulsory for the students to submit the health report that is certified by a registered health officer, and to update their vaccination status in the UTMSmart system.
- ii. The students are required to undergo the RTK-Antigen test once before entering campus, as well as before any other re-entry including after the term break and public holiday.
- iii. If students develop any symptoms, they must do the RTK-Antigen test and report the result to college Fellow or College Student Committee (JKM).
- iv. The RTK-Antigen test kit can be obtained from college Fellow or College Student Committee (JKM).

1.3.2 Categories (b) & (c)

- i. Students must take the *RT-PCR test once, **three (3) days** before returning to campus and the result must be submitted upon entering.
- ii. Students must sign a letter of Undertaking in front of officers on duty.
- iii. For accommodation on campus, students will be placed in a specific block, determined by the Department of Deputy Vice Chancellor (Development).
- iv. While staying on campus, students must undergo the *RTK-Antigen test regularly (**once a week**).
- v. If students develop any symptoms, they must do *the RTK-Antigen test and immediately report the result to college Fellow or College Student Committee (JKM).

*All RT-PCR and RTK-Antigen tests are **under students' own responsibility**.

1.4 International Students

- 1.4.1 Only **fully vaccinated** international students (existing or new) are allowed to enter the campus.
- 1.4.2 International students whose visa validity and Student Pass have expired, and all new international students must submit an application for permission to enter Malaysia for the approval of the Director General of the Immigration Department of Malaysia through *Education Malaysia Global Services (EMGS)*.
- 1.4.3 International students are **REQUIRED** to take the RT-PCR Covid-19 test **forty-eight hours (48) before departure** to Malaysia with **negative result** and test result must be recorded and displayed to officer in charge upon arrival.

2.0 Enter and Exit on Daily Basis

- 2.1 Students are allowed to go out of campus from 6.00 a.m until 12.00 midnight.
- 2.2 If students exceed the time limit, they are subject to disciplinary actions as stated in Universiti Teknologi Malaysia (Discipline of Students) Rules 1999.
- 2.3 No documents are required at the Security while exiting and entering the campus.
- 2.4 However, inspection of student identification card and vehicle sticker is still in force. Students who fail to show the student identification card and/or vehicle sticker are not allowed to enter the campus.

3.0 Daily Entry

Daily entry is allowed for academic, laboratory, library, administration, financial purposes, or for collecting belongings at college or for any other campus-related matters.

3.1 Before Entering Campus

- i. Students **MUST** update the vaccination status, booster dose and *Health Declaration Form (HDF)* in the UTMSmart system. For students who are not fully vaccinated, please refer to item 1.3.
- ii. Students must make sure the MySejahtera status indicates 'low risk'.

3.2 Upon Entering Campus

- i. Students must present *Health Declaration Form (HDF)*.
- ii. Students must obey all SOPs released by the University and MKN throughout their presence on campus.

4.0 Additional Information

For further information, students may contact numbers provided or send an email to these addresses:

UTM Johor Bahru

Campus Admission Matters

Department of Deputy Vice-Chancellor
(Student Affairs)

- ✓ Hotline: 011-18687022
- ✓ E-mail: helpdesk.hep@utm.my / tphep@utm.my

Residential College Matters

Department of Deputy Vice-Chancellor (Development)

- ✓ Hotline: 07- 5532548
- ✓ E-mail: asrama@utm.my

UTM Kuala Lumpur

Campus Admission Matters

- ✓ Student Affairs: 012-7501969
- ✓ E-mail: heputmkl@utm.my

Residential College Matters

- ✓ Hotline: 019-2016739
- ✓ E-mail: aishah.kl@utm.my

APPENDIX A

Before Entering Campus



Update health status through *Health Declaration Form (HDF)*, vaccination and booster dose status in UTM Smart system.



Take RTK-Antigen test at home, 24 hours before entering campus and update the test result in the UTM Smart system.



Apply for residential college through hostel.utm.my web.

Upon Entering Campus



Present the *Health Declaration Form* (Only students with **GREEN** status are allowed to enter).



Scan the MySejahtera QR Code.



Submit self test kit result in UTMSmart system as proof.



Scan the UTM Smart QR Code.



Students may be given the room key, after verification is done the college officer.