



**UTM**  
UNIVERSITI TEKNOLOGI MALAYSIA

**UNIVERSITI TEKNOLOGI MALAYSIA**

# Students Movement Guidelines

Following the Transition of Johor  
State to Phase 4 of the National  
Recovery Plan (NRP)

(Effective date 25 October 2021)

\*Updated 3 November 2021

DEPARTMENT OF DEPUTY VICE-CHANCELLOR  
(STUDENT AFFAIRS)

UTM Johor Bahru  
Hotline: 011-18687022  
Email: [helpdesk.hep@utm.my](mailto:helpdesk.hep@utm.my) /  
[tphep@utm.my](mailto:tphep@utm.my)

UTM Kuala Lumpur  
HEP : 017-2424122  
Email: [heputmkl@utm.my](mailto:heputmkl@utm.my)

# CONTENTS

**01**

Admission to Campus for Stay Purposes

**02**

Daily Outing

**03**

Leaving Campus for Stay Out Purposes

**04**

Students Admission Category

**05**

Sabah / Sarawak and Borneo Students

**06**

SOP for Sports and Recreation

**07**

SOP for Organizing In-person Activities

**08**

Monitoring of SOPs in Residential Colleges

# 01 Admission to Campus for Stay Purposes

## A. BEFORE ENTERING CAMPUS

1. The conditions for entering the campus are the same as stated in the Student Movement Guidelines (Exit / Enter Campus).

2. The date of students admission to the campus for Phase 4 is **4 to 8 December 2021 (Saturday - Wednesday)**.

3. Students are required to apply through the UTMSMART system by selecting the Phase 4 date that has been set. Example:

- *\*\*Start Date : 4/12/2021*
- *End Date : 4/12/2021\*\**

4. Students are **NOT ALLOWED** to change the admission date especially after receiving the approval letter.

5. If cannot return to campus on the approved date due to unavoidable reasons, please contact the Faculty **WITHOUT** re-apply through the UTMSMART system (to avoid repeated and overlapping applications).

6. For students who have applied through the UTMSMART system but have keyed in a date different from the date set by the University, please contact the Faculty. **DO NOT SUBMIT A NEW APPLICATION.**

## **B. UPON ENTERING CAMPUS**

1. Student admission starts on 4 December 2021 from 9.00 am until 4.30 pm.
2. Students are allowed to enter the campus through Gate 1 and Gate 3 for UTM Johor Bahru and the Main Entrance of Kolej Siswa Jaya (KSJ) for UTM Kuala Lumpur.
3. Students must display the admission approval letter.
4. Students are required to undergo health screening procedures, namely body temperature check, MySejahtera scan, and QR Code scan for Campus Entry.

5. Students are required to go to the Alumni House (UTM Johor Bahru) or Astaka KSJ (UTM Kuala Lumpur) to undergo the RTK-Antigen Saliva Self-Test. The screening method is drive-thru.

6. Students obtain the RTK-Antigen Saliva Self-Test results certified by the Medical Officer on duty.

7. If the test result is POSITIVE, the students will go to the Quarantine Centre, Block S46 (UTM Johor Bahru) or the Quarantine Room, Level 4, Block B (UTM Kuala Lumpur).

8. If the test result is confirmed NEGATIVE, students are allowed to enter their respective residential colleges.

# 02 Daily Outing

1. Students are allowed to leave the campus from 7.00 am until 10.00 pm.
2. No documents need to be submitted to the Security Guard.
3. While at the entrance, the students are required to display the following:
  - i. Student Movement Card or;
  - ii. Approval letter for Exit / Enter Campus or;
  - iii. Students movement activities in UTMSmart


4. Temperature checks, student matric cards, and vehicle stickers are still effective. Any student who is unable to prove these is not allowed to enter the campus.



# 03 Leaving Campus for Stay Out Purposes

## A. BEFORE LEAVING CAMPUS

1. Students are required to apply through the UTMSmart system by selecting the Holiday / Emergency category.
2. Select the exit date and the entry date back to campus. Example:
  - \*\* Start Date 4/12/21
  - End Date: 6/12/21\*\*
3. Application must be made **THREE (3)** days before leaving the campus.



4. The application needs a recommendation from the College Principal and approval from the Department of Deputy Vice-Chancellor (Student Affairs).

5. Students can generate the approval letter on the MyUTM Portal before leaving the campus.

## **B. UPON ENTERING CAMPUS**

1. Before entering campus, students are ENCOURAGED to undergo the RTK-Antigen Saliva self-screening test to ensure they are free of Covid-19 virus infection.

2. While at the entrance, the students are required to display the following:

i. Student Movement Card or;

ii. Approval letter for Exit / Enter Campus or;

iii. Students movement activities in UTMSmart

3. Students who return from a vacation or from their hometown are required to perform a self-health assessment through MySejahtera for fourteen (14) days. If symptoms appear, students are required to directly go to the University Health Centre (PKU) to undergo an RTK-Antigen Saliva test. The cost of the test will be borne by the students.

# 04 Students Admission Category

1. Based on Academic Circular No. 1/2021 dated 23 September 2021 by the DVCA Department, student admission is in phases. New students are scheduled to enter in March 2022.

2. However, flexibility will be given to students categorized as not having a conducive learning environment at home to enter campus in Phase 4.

# 05

## Sabah / Sarawak and Borneo Students

1. Students from Sabah / Sarawak and Borneo are still required to undergo the RTK-Antigen Saliva test before entering campus.
2. Transportation facilities from the airport to the campus are provided by the University until the Phase 3 entry ONLY.
3. Admission after the date of Phase 3 shall be managed by the students themselves.

# 06 SOP for Sports and Recreation

All sports and recreational activities whether in contact or non-contact are allowed with the following conditions:

- Individuals are fully vaccinated.
- It is mandatory to scan MySejahtera QR Code.
- It is mandatory to perform a body temperature check (temperature must not exceed 37.5 °C).
- The use of hand sanitizer is necessary.
- Wearing a face mask before and after the sport is necessary.
- Hygiene measures must be observed before, during and after activities.

- Spitting in public areas is prohibited.
- Personal hygiene including wearing appropriate clothing throughout the activity must be observed.
- It is strongly encouraged to leave the activity/training place soon after sports and recreational activities end.
- It is forbidden to share drinking water, food, clothes, face towels and personal equipment. The physical distancing of one (1) meter before and after sports must be practiced.
- Spectators are allowed at the sports venue.



# 07 SOP for Organizing In-person Activities

Any organized in-person events, programs, meetings, and gatherings by any Student Associations/ Clubs / Secretariats must be limited to 50 percent of the space capacity with appropriate physical distancing.

# 08 Monitoring of SOPs in Residential Colleges

1. Students who are found not complying the Standard Operating Procedures (SOP) are required to undergo the RTK-Antigen Saliva Test with the order of the College Principal.
2. Students with symptoms are requested to see the Principal / Fellow to undergo the RTK-Antigen Saliva Test.