



**DECLARATION OF STUDENT REPRESENTATIVE COUNCIL ELECTION (SRCE)  
UNIVERSITI TEKNOLOGI MALAYSIA  
SESSION 2023/2024**

**1.0 DISSOLUTION OF STUDENT REPRESENTATIVE COUNCIL (SRC) 2022/2023**

On **THURSDAY, 30th NOVEMBER 2023**, in accordance with Section 57(2) of the Universiti Teknologi Malaysia Constitution, it is hereby declared that the Student Representative Council of Universiti Teknologi Malaysia for the Session 2022/2023 is **DISSOLVED**. However, the Student Representative Council of Universiti Teknologi Malaysia for the Session 2022/2023 **will continue to function as the caretaker** until the appointment of the Student Representative Council for the Session 2023/2024.

**2.0 DECLARATION OF STUDENT REPRESENTATIVE COUNCIL ELECTION (SRCE) SESSION 2023/2024**

By the provisions of Section 57(2) of the Universiti Teknologi Malaysia Constitution, it is hereby declared that the election for members of the Student Representative Council of Universiti Teknologi Malaysia for the 2023/2024 session will be held on **TUESDAY, 19 DECEMBER 2023, from 9:00 A.M. TO 9:00 P.M.**

**3.0 DATE, TIME, AND VENUE OF STUDENT REPRESENTATIVE COUNCIL ELECTION**

<b>DECLARATION DAY</b>	Thursday, 30 November 2023
<b>CANDIDATE NOMINATION FORM SALES PERIOD</b>	Friday, 1 December 2023 – Wednesday, 6 December 2023 Physical sales: 10.00 a.m. – 4.00 p.m. Online: 24 Hours (until 4.00 p.m. on 6 December 2023)
<b>NOMINATION DAY</b>	Thursday, 7 December 2023 9.00 a.m. – 3.30 p.m. Dewan Astana, Kolej Tuanku Canselor, UTM JB @ Dewan Banquet, Dewan Tan Sri Ainuddin Wahid, UTM KL
<b>CAMPAIGN PERIOD</b>	Sunday, 10 December 2023 – Monday, 18 December 2023 12.00 a.m. – 11.59 p.m.
<b>VOTING DAY</b>	Tuesday, 19 December 2023 9.00 a.m. – 9.00 p.m. e-Lecture System
<b>OBJECTION PERIOD</b>	12 Hours After Announcement of Candidates

#### 4.0 NUMBER OF SEATS

The total of seats set to be contested are **36 seats** according to the subdivision as follows:

NO.	GENERAL SEAT	TOTAL SEAT
1.	UTM Johor Bahru	7
2.	UTM Kuala Lumpur	2
<b>TOTAL</b>		<b>9</b>

NO.	FACULTY/SCHOOL SEAT	TOTAL SEAT
<b>UTM JOHOR BAHRU</b>		
1.	Faculty of Chemical & Energy Engineering	2
2.	Faculty of Electrical Engineering	2
3.	Faculty of Civil Engineering	2
4.	Faculty of Mechanical Engineering	2
5.	Faculty of Computing	2
6.	Faculty of Built Environment and Surveying	2
7.	Faculty of Social Sciences and Humanities	3
8.	Faculty of Science	2
9.	Faculty of Management	2
10.	School of Professional and Continuing Education (SPACE)	1
<b>UTM KUALA LUMPUR</b>		
11.	Azman Hashim International Business School (AHIBS)	1
12.	Razak Faculty of Technology and Informatics	2
13.	Malaysia-Japan International Institute of Technology	2
14.	School of Professional and Continuing Education (SPACE)	2
<b>TOTAL</b>		<b>27</b>

## 5.0 METHOD TO PURCHASE THE SRC ELECTION 2023/2024 CANDIDATE NOMINATION FORM

- 5.1 Student Representative Council Election Candidate Nomination Form can be obtained through **e-Candidates System**. This system can be accessed via MyUTM (<https://my.utm.my/home>)
- 5.2 Each Nomination Form is sold for **RM 20.00 (Malaysian Ringgit: Twenty only)**. Payment of purchase can be made online to **Hal Ehwal Pelajar (CIMB: 8006053855)**. Proof of payment must be uploaded into the e-Candidates System together with other supporting documents.
- 5.3 Upon receiving verification from JPMPP, candidates are **required to print out the nomination form** along with any other supporting documents.
- 5.4 Candidates are required **to appear** on Candidate Nomination Day **accompanied by their proposer and supporter, equipped with printed documents** intended for submission to their respective Election Managers at the designated location.
- 5.5 In the event of any system-related issues, kindly communicate by email to [jpmpp-app@utm.my](mailto:jpmpp-app@utm.my), providing a screenshot of the problem as attached evidence.
- 5.6 Nomination forms can be acquired in person (in the event of persistent website issues) during the designated times at the following venues:
  - **UTM Johor Bahru:** JPMPP Operation Room, Student Union Building
  - **UTM Kuala Lumpur:** JKM B Room, Kolej Siswa Jaya

## 6.0 NOMINATION OF ELECTION CANDIDATES FOR JOHOR BAHRU AND KUALA LUMPUR CAMPUS

- 6.1 Method of Nomination of Election Candidates
  - 6.1.1 Nomination of General Seat Candidates is done physically by the General Seat Election Manager using the **U-PMPP 2023/2024** form.
  - 6.1.2 Nomination of Faculty Seat Candidates is done physically by the Faculty Seat Election Manager using the **F-PMPP 2023/2024** form.
- 6.2 Candidates are required to comply with all registration rules and terms outlined in the **SRC Election Handbook & Code of Conduct of UTM 2023/2024** to qualify as candidates.
- 6.3 The deposit fees established by JPMPP for SRC Election purposes are **RM 100.00 (Ringgit Malaysia One Hundred) for General Seat** candidates and **RM 50.00 (Ringgit Malaysia Fifty) for Faculty/School Seat** candidates. These fees are required to be submitted to JPMPP on Nomination Day.

- 6.4 All candidates eligible to participate in the elections **are required to attend** a Briefing and Workshop for Candidates scheduled for 8th to 9th December 2023.

## **7.0 POLLING STATION**

- 7.1 The physical polling station for both general and faculty seats in a faculty is the location designated by each respective Faculty/School at UTM Johor Bahru and Kuala Lumpur campuses.
- 7.2 The online voting site as designated by JPMPP is [www.election.utm.my](http://www.election.utm.my).

The Student Representative Council Election Declaration should be read in conjunction with the **SRC Election Handbook & Code of Conduct of UTM 2023/2024**, available on JPMPP's social media channels. For any inquiries, please contact **Yusmiera (013-9398566)** or **Safura (019-7526604)**.

Thank You.

### **ZUHAYR ARIF BIN ZAKARIA**

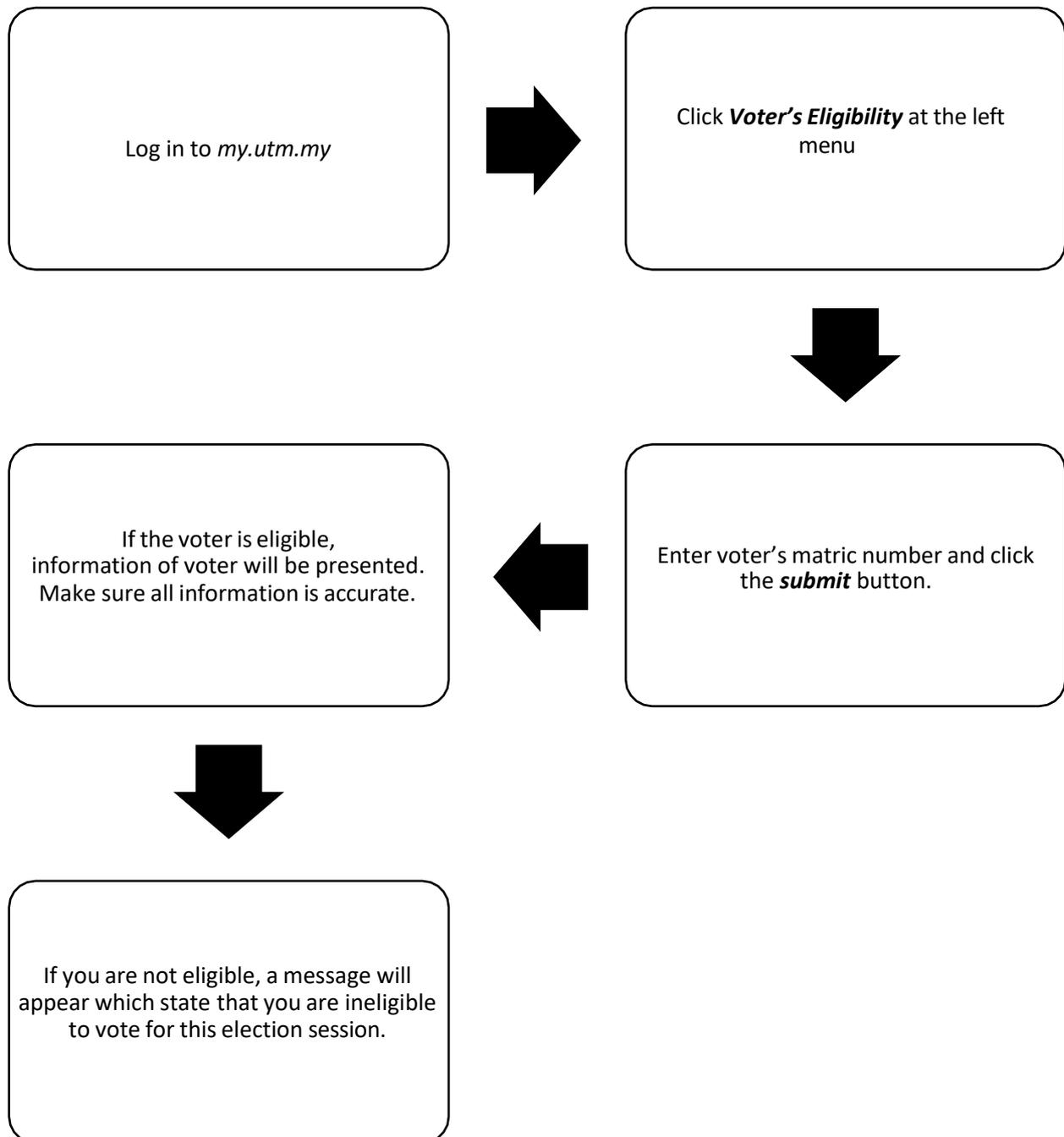
Chairman

Jawatankuasa Pemilihan Majlis Perwakilan Pelajar

Universiti Teknologi Malaysia.

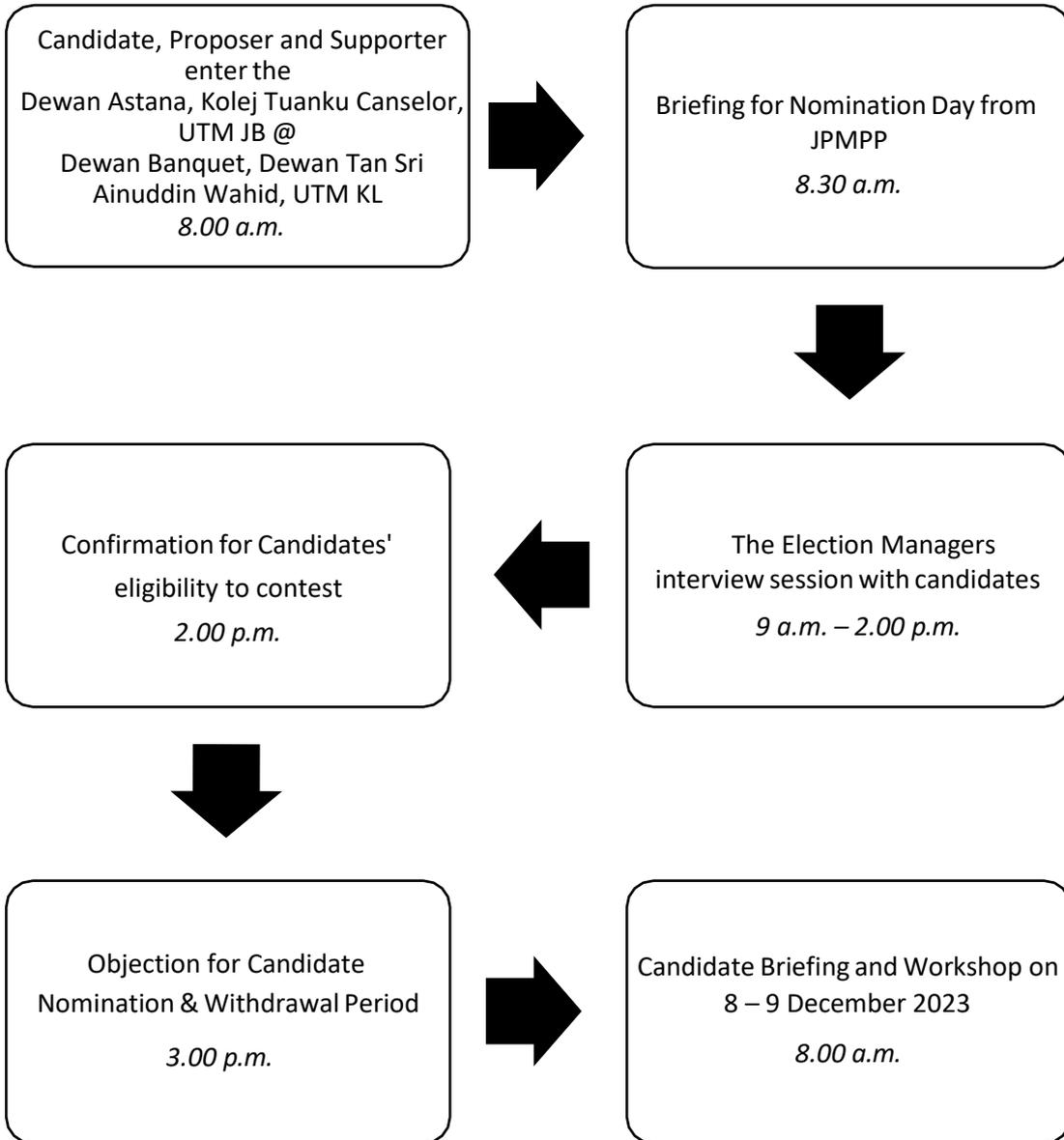
30 NOVEMBER 2023

## VOTERS ELIGIBILITY CHECK



**\*Eligibility of students to vote is based on student's status as of 26 November 2023.**

CANDIDATE NOMINATION DAY



## VOTING METHOD

Step	Subject
Step 1	Log in to the link <i>election.utm.my</i> using <b>UTM ID</b> and password and <b>request security number</b> .
Step 2	<b>The security number</b> will <b>pop-out</b> on the main display of the website. Voters are asked to fill in the <b>UTM ID</b> and <b>security number</b> displayed before voting.
Step 3	Make sure the information that shown in the screen is correct and click the <b>Cast Vote</b> button.
Step 4	Read and understand the rules of voting before agreeing with the rules.
Step 5	Click <b>Proceed to vote</b> .
Step 6	Reminder the voting time of 10 minutes will be shown.
Step 7	The voter must click on the <b>Proceed</b> button to start the voting process.
Step 8	Voting for General Seats begins.
Step 9	Make sure the voters see all the candidates running for the general seat and choose 7 candidates to be voted for UTM Johor Bahru and 2 candidates for UTM Kuala Lumpur
Step 10	Voters need to make a voting confirmation for the General seat candidate who has been selected by pressing a button <b>Yes</b> .
Step 11	If voter is not sure with the selection that has been made, voter must click button <b>No</b> and return to step 9.
Step 12	Voting for General seats ends and voting for faculty seats starts.
Step 13	Make sure voter look at all the candidates who compete for faculty/school seat and choose the candidate to vote based on the number of seats that are being contested.

<b>Step 14</b>	Voters need to confirm their vote for the selected faculty candidate by pressing the <b>Yes</b> button.
<b>Step 15</b>	If voter is not sure with the selection that has been made, voter must click button <b>No</b> and return to step 13.
<b>Step 16</b>	If candidate win without competing, voter can only see candidate who has won without casting vote.
<b>Step 17</b>	Voters must click <b>Skip</b> button after seeing the name of candidate who has won without competing.
<b>Step 18</b>	Voting for faculty/school seats ended.
<b>Step 19</b>	Summary of voting will be shown on the screen.
<b>Step 20</b>	Voters need to click the <b>Submit</b> button.
<b>Step 21</b>	Voter will be notified that the ballot was successfully submitted, and a confirmation email will be sent to their official email.
<b>Step 22</b>	Voting process ended.
<b>Step 23</b>	Voter will be directed to Suggestion and Complaint Form which needs to be filled out via Google Form.
<b>Step 24</b>	Voters need to click the <b>Submit</b> button and all the process will be end.