



**ELECTION GUIDELINES FOR THE 2026/27 TSHWANE UNIVERSITY OF TECHNOLOGY (TUT)
STUDENT REPRESENTATIVE COUNCIL (SRC) ELECTIONS**

1. SRC CONSTITUTION

In terms of Section 49 Eligibility for election to the ISRC, ISP, CSRC, CSP, and SFC

A person shall be eligible for election to the SRC and SFC if he/she:-

- 49.1 is a duly registered student with good academic standing at Tshwane University of Technology;
- 49.2 has been a registered TUT student for at least one year preceding the elections and his/her name appears on the final voter's roll; and
- 49.3 is registered for a full academic programme and not for a non-degree/diploma programme.
- 49.4 Should have rendered a satisfactory academic performance as follows:
 - 49.4.1 must be in at least the second academic year when nominated for election, and must have passed the previous examinations with at least a 55% aggregate, having enrolled for all the modules required for his/her qualification in the year preceding the election;
 - 49.4.2 he/she must be registered for a structured qualification that includes coursework and must have passed at least seventy percent (70%) of the total courses/modules registered for in the year/semester preceding the nomination for election to the SRC; or
 - 49.4.3 He/she must be registered for a research-based qualification; he/she must present written confirmation from the executive dean or any person designated by the Executive Dean.
- 49.5 has not been convicted for a criminal offence by the court of law without an option of a fine;
- 49.6 has not been barred by the Disciplinary Committee of the University;
- 49.7 A person shall be eligible for election to the SRC if he/she has not already held two (2) terms of office as an SRC (ISRC or CSRC) member. Serving on the ISP, CSP, SFC, and other sub-structures of the SRC shall be viewed as part of leadership development and shall not disqualify one from contesting the elections;
- 49.8 is not a member of staff at Tshwane University of Technology;
- 49.9 does not seek election to the ISRC and CSRC at the same time; and
- 49.10 a student who is elected into the SRC who no longer complies with the requirements of his constitution automatically forfeits his/her membership with immediate effect and is replaced in accordance with the procedures contained in the Constitution.

In terms of Section 50 Eligibility to vote for ISRC and CSRC

Every person shall be allowed to vote during the SRC elections provided he/she:-

50.1 is a student of the Tshwane University of Technology; and

50.2 is appearing on the final voter's roll and the EEMC has not indicated that there is an impediment to him/her being eligible to vote.

In terms of Section 51 Voter's roll

51.1 Before an election, the EEMC shall obtain from the University's management a list of names of all students, per campus, eligible to vote in the SRC elections.

51.2 The draft voter's roll shall be placed on the EEMC electronic platform public inspection and subsequent objections for a period stipulated by the EEMC.

51.3 Any objections regarding the voter's roll shall be lodged with the office of the EEMC and adjudicated by the Chief Electoral Officer within a period designated by the EEMC. The decision of the Chief Electoral Officer on issues concerning the voter's roll shall be final.

In terms of Section 52 Registration of student organisations for CSRC and ISRC elections

52.1 The EEMC shall invite registration of prospective candidates per student organization wishing to take part in the SRC elections, by issuing a notice stipulating the requirements and periods within which such registration must be made.

52.2 Only student organisations which have registered with the CSRC under the specified categories shall be allowed to participate in the SRC elections.

52.3 Only registered and recognised student organisations may contest the elections and must register with the EEMC to contest, either on Campus or Institutional level.

52.4 Student organisations wishing to contest the ISRC elections should be recognised in at least two (2) campuses of the Tshwane University of Technology, having existed for at least six (6) months in the country and one (1) year at the University. The one-year period shall be calculated from the date of formal recognition of the organisation to the end of the twelve (12) months.

52.5 The EEMC shall within two (2) days after closure of registration, publish the list of all qualified student organisations which passed the audit.

52.6 The Chief Electoral Officer shall declare invalid and disqualify any registration of student organisation which failed the audit.

52.7 In the event that all three SFC positions are not filled by contestants, class representatives shall be given the opportunity to fill the vacancies through elections facilitated by SGLD.

In terms of Section 53 Nomination of candidates by contesting student organisations

53.1 The office of the EEMC shall receive all registration and/ or nomination forms.

53.2 All candidates seeking election in the ISRC and CSRC must sign the nomination form to indicate acceptance of the nomination. No candidate shall be allowed to be nominated by more than one student organisation.

53.3 A nomination form is not valid unless it complies with the provisions of section 52.2. Furthermore, the

nomination should contain the surname, full name(s), student number, and the faculty of the prospective candidates.

53.4 The Chief Electoral Officer shall verify the nominations to ensure that candidates meet the criteria for eligibility as set out in section 48.

53.5 The EEMC shall within two (2) days after closure of nominations, publish the list of all qualified candidates per student organisation which passed the audit.

53.6 The Chief Electoral Officer shall declare invalid and disqualify any registration of student organisation which failed the audit.

53.7 The Chief Electoral Officer shall publish the period for official campaigning and canvassing. Any campaigning or canvassing which threatens or interrupt the academic activities of the University shall be declared invalid and punishable in accordance with the provisions of the Disciplinary Conduct of the University.

53.8 A student organisation shall notify the Chief Electoral Officer in writing, within a specified time frame, of its intention to cancel, withdraw or terminate its registration as a contestant in the elections.

53.9 Any organisation making a false statement or furnishing false particulars in any application or other document required by these regulations shall be guilty of an offence and its registration may be subjected to a review and/ or terminated as a form of punishment.

53.10 Student structures intending to contest SRC election shall submit all their final nomination lists to the EEMC at once, at the commencement of the election process.

53.11 The nomination period shall be open for at least 21 days before the actual day of the election.

In terms of Section 55 Voting and counting of results

55.1 Electronic voting for the SRC shall take place by means of secure, confidential and anonymous election ballot on which the names and logos of participating structures appear. Voting shall extend for the period of three days.

55.2 Electronic voting for the SFC shall take place by means of secure, confidential and anonymous election ballot on which the names and photographs of all the candidates appear. Voting shall extend for the period of three days.

55.3 At any time before voting could begin, the Chief Electoral Officer shall inform participating student organisations through observers about the procedure to lodge a complaint during any stage of voting until the announcement of the election results.

55.4 Only the name and the logo of participating student organisations shall appear on the ballot paper.

55.5 Voting for the ISRC and CSRC elections shall be held over the same period of three days.

55.6 the Chief Electoral Officer shall ensure that the following procedural requirements for the elections are brought to the attention of the voters:-

55.6.1 a voter shall vote for one student organisation for ISRC election and one student organisation for CSRC election;

55.6.2 the Chief Electoral Officer shall ensure that all basic information concerning voting procedures is made available to voters.

55.7 The total number of votes cast shall be counted against the total number of seats available to determine the number of votes that makeup a seat. The droop quota system will be used.

55.8 Additional regulations on online voting and counting of votes will be provided by the EEMC in

consultation with the Institutional Electoral Monitoring Commission.

In terms of Section 56 Complaints during the voting period

56.1 Only participating student organisations, through observers, shall be eligible to file any complaint on the SRC elections at any time during the voting period.

56.2 All complaints shall be in writing and co-signed by both observers of the participating student organisations.

56.3 All complaints shall be raised with the Chief Electoral Officer in a manner described in section 57.1 and 57.2.

56.4 The Chief Electoral Officer shall apply his/her mind on any complaint raised and give a ruling.

56.5 In case the complaining participating student organisation is not satisfied with the ruling of the Chief Electoral Officer, it may further use the complaint as a ground to refuse the outcome of the SRC election. Any such participating student organization shall only contest the outcomes of the SRC elections after the Chief Electoral Officer has announced the preliminary SRC election results as provided in sections 57.1 and 57.2.

In terms of Section 57 Announcement of the election results

57.1 The Chief Electoral Officer shall immediately after counting inform observers about the preliminary results of the elections and the status of the SRC election results based on the required minimum percentage poll.

57.2 The preliminary results and preliminary seats allocation shall be based on principles of proportional representation.

57.3 The Chief Electoral Officer shall invite participating student organisations observers to raise any objection to the preliminary results within twelve hours (12) after the announcement of the preliminary results.

57.4 The Chief Electoral Officer shall immediately publish the preliminary results notwithstanding any objection raised.

57.5 The Chief Electoral Officer shall immediately proceed to publish the final SRC elections results after the lapse of the time frame provided in section 59.2 if no objection is raised.

In terms of Section 58 Objections to election results

58.1 Any objection to the preliminary results shall be lodged with the Chief Electoral Officer and shall be in writing and co-signed by both observers of the objecting participating student organisation. The affected participating student organisation shall write a separate letter taking ownership of the objection raised by its own observers. Any objection which is not qualified by the concerned participating student organization shall be declared invalid.

58.2 The Chief Electoral Officer shall apply his/her mind to any objection raised and provide a ruling in writing. The Chief Electoral Officer shall proceed to announce the final SRC elections result, within two (2) days after the ruling in case the affected participating student organisation is satisfied with the ruling. Any pronouncement of the final results shall be based on the principles of proportional representation and seats shall be allocated as such.

58.3 In case the affected participating student organisation is not satisfied with the ruling given by the Chief Electoral Officer, it may further raise its objection with the Director of Student Governance and Leadership

Development within one (1) day after the ruling of the Chief Electoral Officer.

58.4 In case the objection is based purely on the complaint raised in accordance with the provisions of section 60.1, the objecting participating student organisation may appeal against the results of the SRC elections directly to the Director of Student Governance and Leadership Development.

58.5 The appeal must be in writing and co-signed by both observers of the affected participating student organisation. The affected participating student organisation shall write a separate letter taking ownership of the objection raised by its own observers. Any objection which is not qualified by the concerned participating student organisation is invalid. The affected participating student organisation shall provide the Chief Electoral Officer with all copies of appeal letters written to the Director of Student Governance and Leadership Development.

58.6 The Director of Student Governance and Leadership Development shall give a ruling on the objections raised in accordance with section 60.1 within ten (10) days.

58.7 The Chief Electoral Officer shall delay the announcement of the final SRC election results until the Director of Student Governance and Leadership Development, after approval by the Head of Student Affairs has given a final ruling on any objection raised.

58.8 The Chief Electoral Officer shall announce the final SRC election results within two (2) days after the Director of Student Governance and Leadership Development has given a ruling.

58.9 In the case of elections not being successful in one or two campuses, the Director of Student Governance and Leadership Development after consultation and approval by the Head of Student Affairs shall within a reasonable period declare whether to call for new election/re-run of elections or constitute a transitional SRC in the affected campuses.

58.10 The Chief Electoral Officer shall immediately after declaring the SRC elections null and void notify the Director of Student Governance and Leadership Development about the status of the elections.

58.11 The Director of Student Governance and Leadership Development after consultation and approval by the Head of Student Affairs shall within a reasonable period declare whether to call for new elections or constitute Transitional SRC.

58.12 The Director of Student Governance and Leadership Development after consultation and approval by the Head of Student Affairs shall within a reasonable period declare whether to call for new elections or constitute Transitional SRC.

In terms of Section 60 Constituting of the CSRC

60.1 The Chief Electoral Officer shall immediately after the announcement of the ISRC constituting meeting results, invite candidates of student organisations which won seats in the CSRC election and their respective two observers, to an extraordinary meeting of the CSRC for the sole purpose of constituting the CSRC.

60.2 All student organisations which won seats in the CSRC shall be obliged to serve in the CSRC for at least four (4) months before withdrawing participation.

60.3 The Chief Electoral Officer shall remind the invited candidates of student organisations about the number of votes each won and their equivalent number of seats.

60.4 The Chief Electoral Officer shall issue the nomination forms for all seats to be contested.

60.5 The Chief Electoral Officer shall announce the results of the nomination process.

60.6 The Chief Electoral Officer shall declare the CSRC duly constituted according to the nomination in the event of no contestation.

60.7 In case the nomination process failed to produce final results, the Chief Electoral Officer shall develop a simple ballot paper with only the names of the nominated candidates per positions, without the name or logo of participating student organisations.

60.8 The voting for the constitution of the CSRC shall be by a secret ballot.

60.9 The Chief Electoral Officer shall develop a ballot described by section 68.8 and thereafter allow the voting to take place.

60.10 The Chief Electoral Officer shall immediately count the ballot of the election in full view of the invited observers and immediately announce the results.

60.11 The Chief Electoral Officer shall declare the CSRC duly constituted according to the election results in the event of no tie or draw.

60.12 The Chief Electoral Officer shall immediately call for fresh nominations in the event of a tie vote or draw on a position. In the event of a continued tie or draw, the Chief Electoral Officer shall allow the organisations to choose seats in accordance with the number of votes acquired during the elections. Preference on the selection of seats shall depend on the number of votes received during the elections. An organization shall select its preferred seats once and as a block.

In terms of Section 62 Constituting of the Institutional Student Parliament (ISP)

The ISP shall consist of the following number of seats:-

62.1 All members of the ISRC;

62.2 All office-bearers of the ISP and CSP speakers;

62.3 Thirty-five (35) members delegated from the student structures that participated in the preceding elections of the ISRC.

In terms of Section 63 Constituting of the ISRC

63.1 The Chief Electoral Officer shall immediately after the announcement of the final SRC election results invite candidates of student organisations which won seats in the CSRC election and their respective two observers, as well as the Chairperson and Secretary of each CSRC to an extraordinary meeting of the ISRC for the sole purpose of constituting the ISRC.

63.2 The Chief Electoral officer shall issue the nomination forms for all seats to be contested.

63.3 All student organisations which won seats in the ISRC shall be obliged to serve in the ISRC for at least three (3) months before withdrawing participation.

63.4 The ISRC shall not be constitutionally constituted if it is composed of members from one campus.

63.5 The Chief Electoral Officer shall remind the invited candidates of student organisations about the number of votes that each won and their equivalent number of seats.

63.6 The Chief Electoral Officer shall issue the nomination forms for all seats to be contested.

63.7 The Chief Electoral Officer shall announce the results of the nomination process.

63.8 The Chief Electoral Officer shall declare the ISRC duly constituted according to the nomination in the event of no contestation.

63.9 In case the nomination process failed to produce the final results, the Chief Electoral Officer shall develop a simple ballot with only the names of the nominated candidates per position, without the name or logo of participating student organisations.

63.10 The voting for the constitution of the ISRC shall be by a secret ballot and all ex officio members shall have a voting right.

63.11 The Chief Electoral Officer shall develop a ballot paper and thereafter allow the voting to take place.

63.12 The Chief Electoral Officer shall immediately count the ballot of the election in full view of the invited observers and immediately announce the results.

63.13 The Chief Electoral Officer shall declare the ISRC duly constituted according to the election results in the event of no tie or draw.

63.14 The Chief Electoral Officer shall immediately call for fresh nominations in the event of a tie vote or draw on a position. In the event of a continued tie or draw, the Chief Electoral Officer shall allow the organisations to choose seats in accordance with the number of votes acquired during the elections. Preference on the selection of seats shall depend on the number of votes received during the elections. An organization shall select its preferred seats once and as a block.

63.15 The Chief Electoral Officer shall declare the ISRC not duly constituted in the event of failure to meet the requirements of this constitution and the matter shall be referred to the Director of Student Governance and Leadership Development who shall delegate functions of the ISRC to CSRCs until new election is convened for the ISRC.

In terms of Section 65 Constituting of the Campus Student Parliament

The CSP shall consist of the following number of seats:-

65.1 Members of the Campus SRC;

65.2 Three (3) seats for CSP office-bearers;

65.3 Seven (7) seats for non-participants in the SRC elections (on invitation);

65.4 Thirty-five (35) seats for structures, which participated in the elections, proportioned in percentages, in accordance with the result of the elections;

In terms of Section 66 Elections of Student Parliament Officer bearers

The following persons shall be eligible to hold office:-

66.1 Only representatives of structures shall stand for Student Parliament offices;

66.2 No SRC member shall stand for a Student Parliament office;

66.3 No invited guest shall stand for a Student Parliament Office; and

66.4 Other requirements shall be according to Section 49 of the SRC Constitution.

In terms of Section 67 Voting for Student Parliament office bearers

67.1 Candidates shall be nominated from structures that participated in the elections.

67.2 Candidates shall be eligible for election to the ISP if their nomination is supported by a minimum of twenty (20) ISP members.

67.3 Only three nominees may contest for a particular office.

67.4 Voting shall be held by secret ballot.

67.5 The term of office shall be in line with that of the SRC as stipulated in this constitution.

In terms of Section 74 Composition of the Student Faculty Council

74.1 The Student Faculty Council shall be composed of the following office bearers:

74.1.1 Student Faculty Council Chairperson;

74.1.2 Student Faculty Council Secretary;

74.1.3 Student Faculty Council Deputy-Secretary;

In terms of Section 75 SFC nominations and elections

75.1 SFC members shall be elected in accordance with Section 49 of this Constitution.

75.2 Any student intending to be elected as a member of the SFC shall secure a minimum of 25 unique nominations.