

TUT SRC ELECTIONS 2026

How to use the online e-voting platform to cast your votes

Online E-Voting Platform Step-by-Step User Guide



Tshwane University
of Technology

We empower people

What this guide covers

The e-voting platform is available to all registered TUT students. Elections are held for the following structures.

1

Institutional SRC Election

All students vote for one student organisation to represent the university-wide SRC.

2

Campus (Central) SRC Election

All students vote for one student organisation to represent their home campus.

3

Student Faculty Council (SFC) Elections

Pretoria, Soshanguve & Garankuwa students only — vote for a Chairperson, Secretary and Deputy Secretary per faculty.

OVERVIEW

Voting rights per election

Every eligible student may cast one vote in each ballot they see on the Voting tab. You are only shown the ballots you're eligible for.

Election	Who votes	Votes
Institutional SRC Election	All students	1 vote
Campus SRC Election	All students (per campus)	1 vote
SFC — Chairperson	Pretoria, Soshanguve & Garankuwa students	1 vote (or uncontested)
SFC — Secretary	Pretoria, Soshanguve & Garankuwa students	1 vote (or uncontested)
SFC — Deputy Secretary	Pretoria, Soshanguve & Garankuwa students	1 vote (or uncontested)

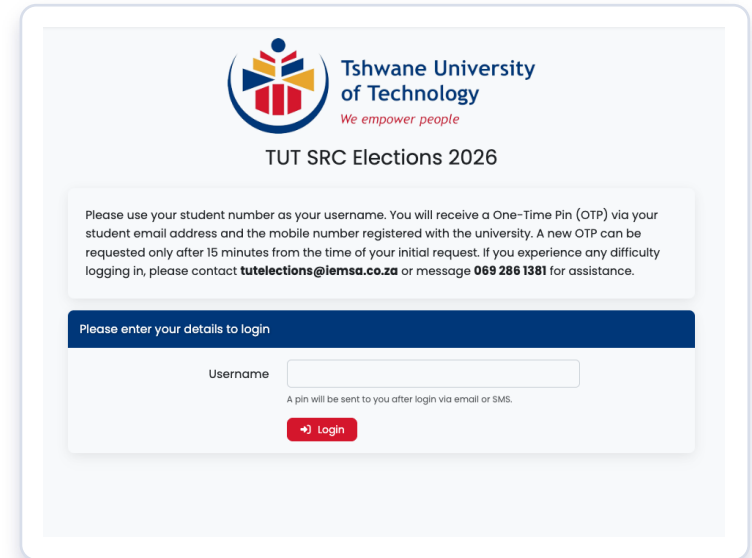
STEP 1 • LOGIN

Your login credentials

- 1 Use your student number as your username.
- 2 A One-Time Pin (OTP) is sent to your registered student email address and/or mobile number.
- 3 A new OTP can only be requested 15 minutes after your initial request.
- 4 Logging in without voting is fine — simply log back in later to cast your vote.

Need help logging in?

Email tutelections@iemsaco.za or WhatsApp/SMS 069 286 1381



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Please use your student number as your username. You will receive a One-Time Pin (OTP) via your student email address and the mobile number registered with the university. A new OTP can be requested only after 15 minutes from the time of your initial request. If you experience any difficulty logging in, please contact tutelections@iemsaco.za or message **069 286 1381** for assistance.

Please enter your details to login

Username

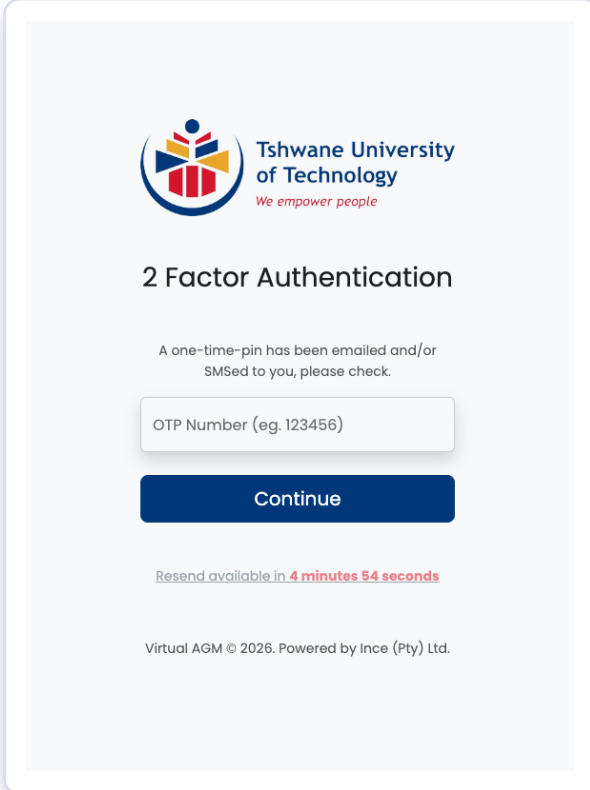
A pin will be sent to you after login via email or SMS.

[Login](#)

Login screen

Two-factor authentication (OTP)

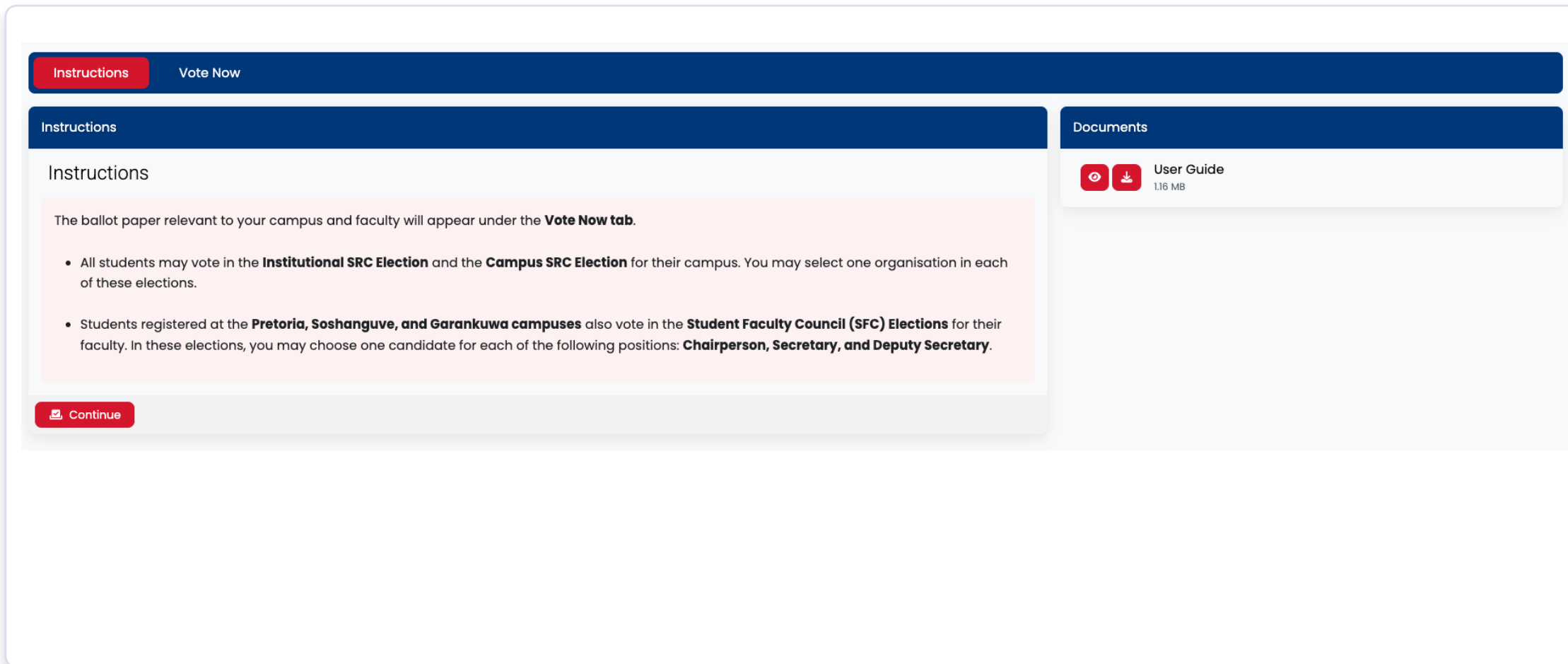
- Enter the 6-digit OTP number sent to your email and/or phone, then click Continue.
- Each login attempt issues a new OTP — the latest OTP automatically cancels any earlier one.
- If your OTP has expired or wasn't received, wait for the resend timer shown on screen.
- If you keep having trouble, contact the election helpdesk on the previous page.

The screenshot shows a login verification screen for Tshwane University of Technology. At the top is the university's logo, which consists of a stylized 'T' in blue and red, followed by the text 'Tshwane University of Technology' and the tagline 'We empower people'. Below the logo, the title '2 Factor Authentication' is displayed. A message states: 'A one-time-pin has been emailed and/or SMSed to you, please check.' There is a text input field with the placeholder 'OTP Number (eg. 123456)'. Below the input field is a dark blue button labeled 'Continue'. At the bottom of the screen, a timer indicates 'Resend available in 4 minutes 54 seconds'. The footer text reads 'Virtual AGM © 2026. Powered by Ince (Pty) Ltd.'

OTP verification screen

Landing page after login

Once logged in you'll land on the **Dashboard**, with two tabs at the top: **Dashboard** and **Voting**.



Casting your votes

1

Click Voting

Open the Voting tab from the dashboard. You'll only see the ballots you're eligible to vote in.

2

Tick one box

Select the checkbox next to your chosen candidate or organisation for each ballot.

3

Change your mind?

Deselect your current choice first before selecting a different candidate.

4

Don't want to vote?

Select Abstain for that ballot — it's always the last option on the list.

Institutional SRC Election ballot

Vote for one student organisation to represent the entire institution.
Each option shows a checkbox, logo, abbreviation and full name.

Institutional SRC Election

You may vote for **one** student organisation in the **Institutional SRC Election**. To cast your vote, please select the checkbox next to your chosen organisation. If you wish to choose a different organisation, you must first deselect your current choice before selecting another.

If you do not want to vote, select *Abstain*.

☐		EFFYC	1. Economic Freedom Fighters Youth Command
☐		PASMA	2. Pan Africanist Student Movement of Azania
☐		SADESMO	3. South African Democratic Student Movement
☐		SASCO	4. South African Students Congress
☐		SCO	5. Student Christian Organisation
☐		MKSM	6. uMkhonto Wesizwe Students Movement
☐		ABS	7. Abstain

Tip: select your choice, then scroll down to move on to the next ballot on the page.

STEP 3 • VOTING

Campus SRC Election ballot

Vote for one student organisation to represent your campus (e.g. Soshanguve Campus).
This ballot appears directly below the Institutional ballot.

Soshanguve Campus SRC Election

You may vote for **one** student organisation in the **Soshanguve Campus SRC Election**. To cast your vote, please select the checkbox next to your chosen organisation. If you wish to choose a different organisation, you must first deselect your current choice before selecting another.

If you do not want to vote, select Abstain.

☐	 ASA	1. ActionSA Student Forum
☐	 EFFYC	2. Economic Freedom Fighters Youth Command
☐	 SADESMO	3. South African Democratic Student Movement
☐	 SASCO	4. South African Students Congress
☐	 SCO	5. Student Christian Organisation
☐	 SUCA	6. Student Union for Christian Action
☐	 MKSM	7. uMkhonto Wesizwe Students Movement
☐	 ABS	8. Abstain

Tip: only students registered at that campus will see it on their ballot page.

STEP 3 · VOTING

Student Faculty Council (SFC) ballots

Only for students registered at the **Pretoria, Soshanguve and Garankuwa** campuses.

You vote once for each of three positions in your faculty:

- Chairperson,
- Secretary and
- Deputy Secretary

Example — an uncontested position

If only one candidate stands for a position, that ballot shows a notice that the candidate is duly elected — no vote is required for it.

Faculty of Information & Communications Technology | Chairperson

The position of **Chairperson** for the Faculty of **Information & Communications Technology** at the **Soshanguve Campus** is uncontested.

Candidate 1 is therefore duly elected to this position.



1. Candidate 1

STEP 3 • VOTING

SFC — Secretary & Deputy Secretary

Vote for one candidate for each position. As with every ballot, you may select Abstain instead of a candidate.

Faculty of Information & Communications Technology | Secretary

You may vote for **one** candidate to fill the position of **Secretary** for the Faculty of **Information & Communications Technology** at the **Soshanguve Campus**. To cast your vote, please select the checkbox next to your chosen candidate. If you wish to choose a different candidate, you must first deselect your current choice before selecting another.

If you do not want to vote, select Abstain.

☐  1. Canidate 1

☐  2. Canidate 2

☐  3. Canidate 3

☐  4. Abstain

Secretary ballot

Faculty of Information & Communications Technology | Deputy Secretary

You may vote for **one** candidate to fill the position of **Deputy Secretary** for the Faculty of **Information & Communications Technology** at the **Soshanguve Campus**. To cast your vote, please select the checkbox next to your chosen candidate. If you wish to choose a different candidate, you must first deselect your current choice before selecting another.

If you do not want to vote, select Abstain.

☐  1. Canidate 1

☒  2. Canidate 2

☐  3. Canidate 3

☐  4. Abstain

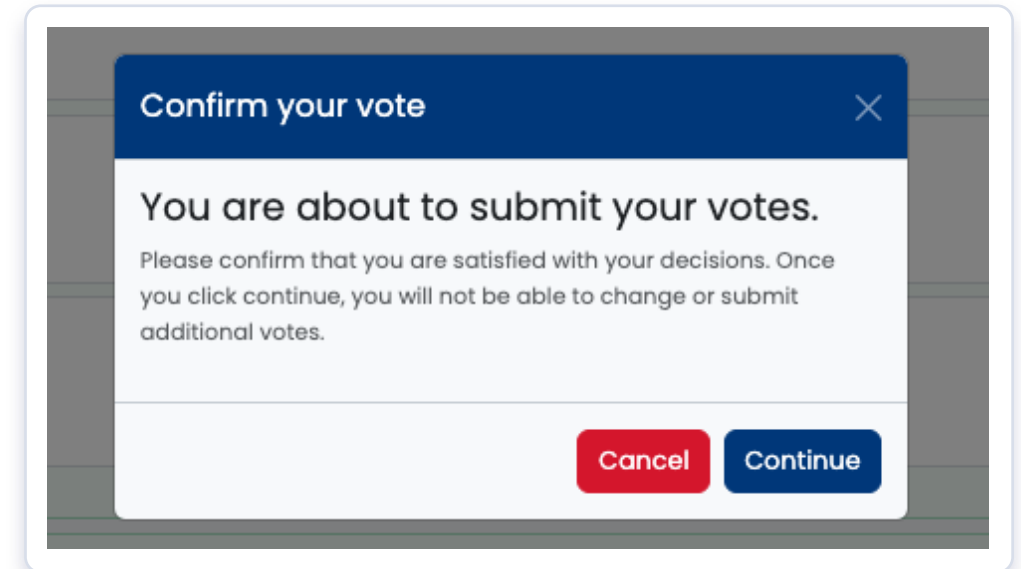
 Submit Votes

Deputy Secretary ballot

STEP 4 • SUBMIT

Submitting your votes

- 1 Once you've made your selections on every ballot, scroll to the bottom and click Submit Votes.
- 2 A confirmation window appears — check you're happy with your choices before clicking Continue.
- 3 Once you click Continue you cannot change or submit additional votes, so review carefully.

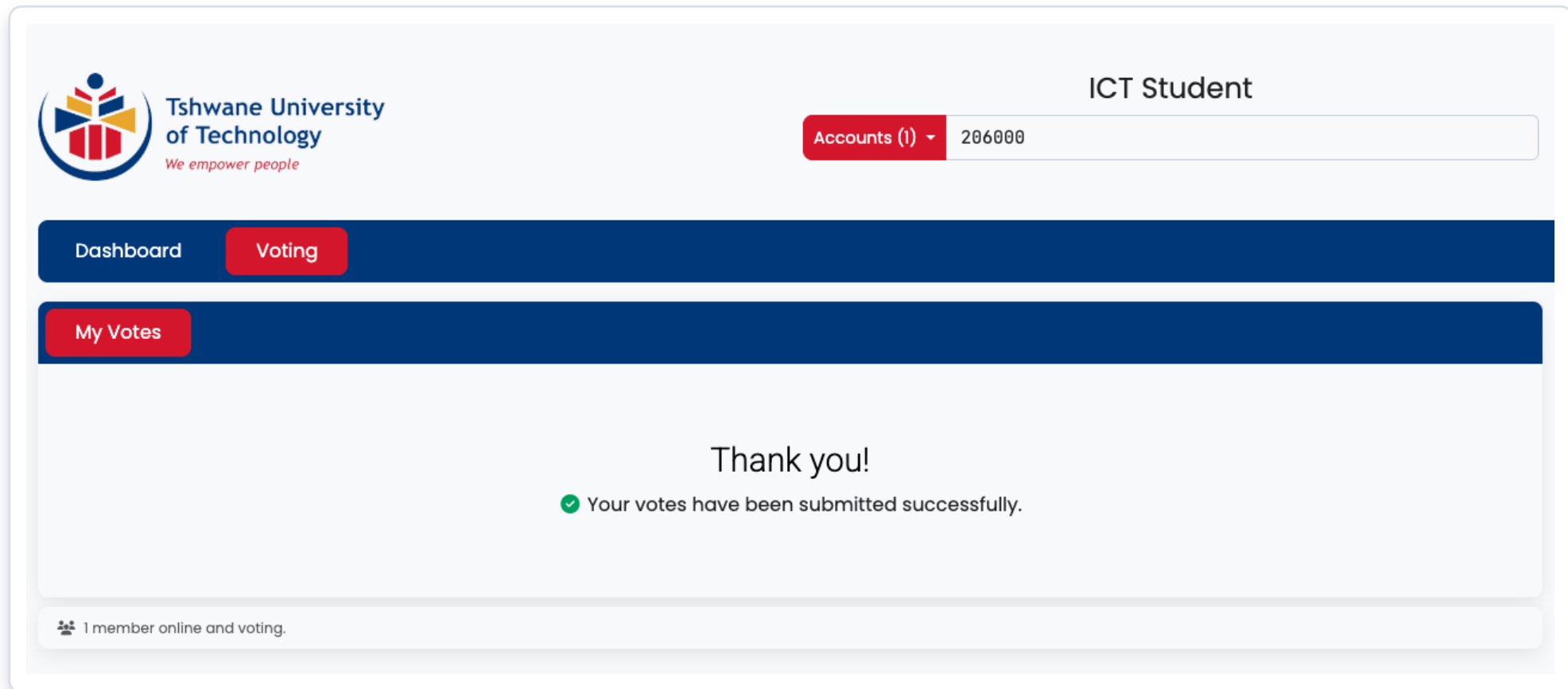


Confirmation pop-up

STEP 4 • SUBMIT

You're done — vote submitted

After confirming, a “**Thank you!**” message confirms your votes have been submitted successfully. To log out, click your name in the top-right corner and select Logout.



YOUR VOTE, YOUR SRC

Thank you for voting in the TUT SRC Elections 2026

Need assistance?

Email tutelections@iemsa.co.za | WhatsApp/SMS 069 286 1381