TUT SRC ELECTIONS 2026

# Seating Guide — organisations ready to seat

For organisations that have enough qualified candidates for every seat they won.

Your organisation has enough qualified candidates. You may start seating straight away — no additional vetting is needed.

## Step by step

**1** **Sign in and open your portal**
Sign in with your representative account at tutsrc-elections.co.za and open the Constituting section of your portal.

**2** **Seat your SRC seats first**
Choose a qualified candidate for every SRC seat your organisation won. SRC seats can only be filled from candidates who already went through election vetting.

**3** **Seat your Student Parliament seats**
How your Parliament pool is worked out: your SRC seats are taken off your SRC candidates, and whoever is left over is added to your Student Parliament candidates. That combined figure is your Parliament pool, and it is compared with your Parliament seats. Choose a person for each Parliament seat.

**4** **Use your left-over SRC candidates**
Any qualified SRC candidate you did not seat on the SRC may be seated in Parliament. Nobody may hold both an SRC and a Parliament seat.

**5** **Your fellow representative confirms**
Nothing is emailed to anyone until the second representative of your organisation confirms the list in the portal.

**6** **Candidates respond**
Each person you seated receives an email and must accept or decline. If someone declines, the seat re-opens in your portal and you select a replacement.

**7** **Done**
Once every seat is accepted your organisation is marked complete. Seats with no qualified candidate left remain shown as “Unfilled — awaiting a supplemented list”.

## Important to know

- Only qualified candidates appear in your lists. Unqualified names cannot be seated.

• A person may only hold one seat. Once someone accepts a seat they disappear from your remaining lists.

• Either representative may submit; the other must confirm. You cannot confirm your own submission.

• You can still replace a declined candidate up to the seating deadline.

Vetting of additional Student Parliament candidates closes **Tuesday 29 September 2026 at 17:00**. Seating closes **Wednesday 30 September 2026 at 17:00**. Reminders go out on 27 and 28 September.

Sign in at **tutsrc-elections.co.za** and open your portal. Queries: tutelections@iemsa.co.za