TUT SRC ELECTIONS 2026

Seating Guide — organisations short of candidates

For organisations that do not yet have enough qualified candidates for their Student Parliament seats.

Your organisation is short of candidates for Student Parliament. You must first send additional names for vetting. Parliament seating unlocks as soon as enough vetted names come back.

Step by step

1	**Sign in and check your figures** Sign in at tutsrc-elections.co.za and open the Constituting section. 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. Your portal shows exactly how many candidates you are short.
2	**Seat your SRC seats** Your SRC seats can be filled now from your qualified SRC candidates. No new names may be added for SRC seats.
3	**Submit additional Parliament candidates for vetting** This step is for Student Parliament only. Capture each person's full name, student number and @tut4life.ac.za email. You may submit up to double your shortfall so that you have cover if someone does not qualify.
4	**Your fellow representative confirms the vetting list** The electoral office then receives the full details and vets each person.
5	**Outcomes are recorded** You are emailed each outcome. Everyone marked qualified appears immediately in your Parliament lists and seating unlocks.
6	**Seat your Student Parliament seats** Seat the qualified names, including any left-over qualified SRC candidates you did not place on the SRC.
7	**Your fellow representative confirms** Nothing is emailed to anyone until the second representative of your organisation confirms the list in the portal.

8	**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.
9	**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

- Additional candidates apply to Student Parliament only — SRC seats are filled solely from candidates who already went through election vetting.
- You may submit at most double your shortfall for vetting.
- If you do not supply enough qualified names, the remaining seats stay unfilled and are recorded as such.
- Either representative may submit; the other must confirm. You cannot confirm your own submission.

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