



UNIVERSITY OF
KWAZULU-NATAL™
INYUVESI
YAKWAZULU-NATALI

UKZN SRC 2020 Nominations Process

Campus Representative Council



EDGEWOOD CAMPUS



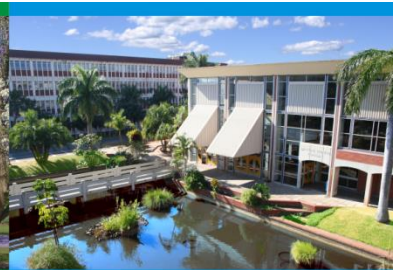
HOWARD COLLEGE CAMPUS



NELSON R MANDELA SCHOOL OF MEDICINE



PIETERMARITZBURG CAMPUS



WESTVILLE CAMPUS

INSPIRING GREATNESS

Eligibility Requirements for Student Representative Council

Section 11.1. of the UKZN SRC Constitution (adopted 18/06/2018), stipulates that, “To be eligible for nomination as a candidate for the SRC Executive and Campus Representative Council, a student, whether contesting the elections as an individual or on behalf a club/society or student organisation, shall be required to:

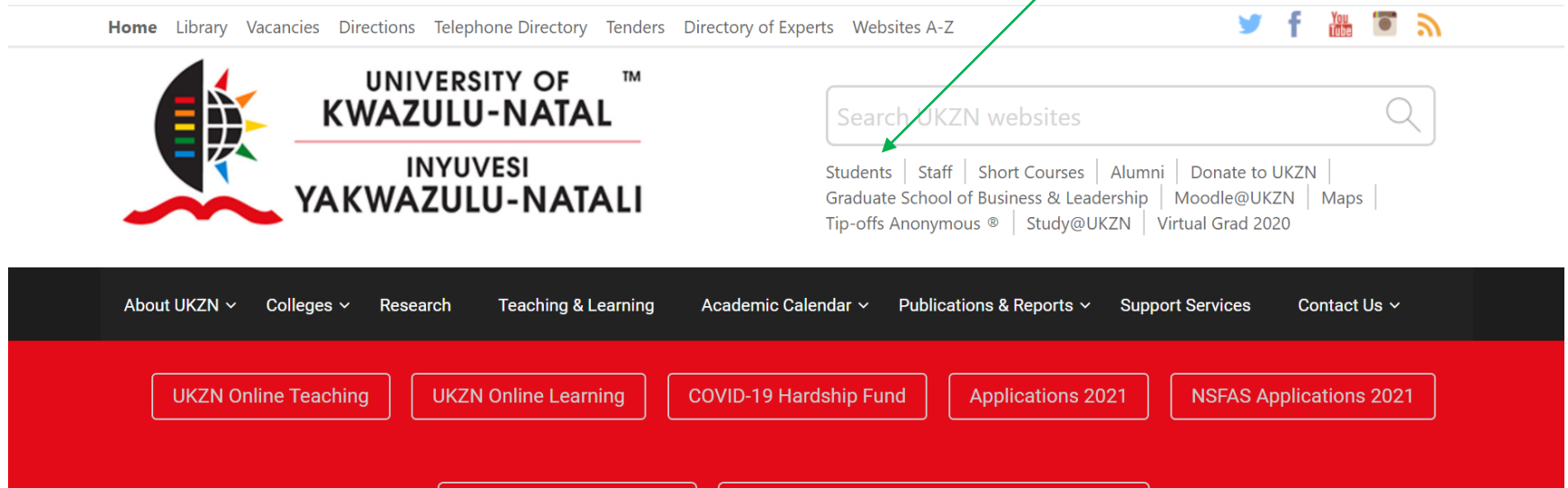
- | | |
|---|---|
| <ul style="list-style-type: none">a) be registered for a degree or a diploma at the University;b) have been registered with the University, belonged to a particular School and completed at least two (2) semesters;c) not have been found guilty by a disciplinary committee of the University for transgression of the Code of Conduct or other rules and regulations of the University; | <ul style="list-style-type: none">d) not have been convicted of a criminal offense in terms of any laws of the Republic of South Africa or elsewhere, provided that such an offence is deemed as an offence in terms of the laws of the Republic of South Africa; and for which he or she has been sentenced to imprisonment of more than 12 months without the option of a fine, unless he or she has received a pardon;(e) Have the Academic Standing of Green based on the University’s Academic Monitoring and Support (AMS) system, so-called Robot system. |
|---|---|

Important Notes

- The official e-mail to be used for the duration of the SRC elections will be: Srcelections@ukzn.ac.za.
- All nominations to be sent to this e-mail address. Nominations sent to any other e-mail address will not be considered.
- For a nomination to be deemed valid, the nomination must come from a University designated e-mail addresses (i.e.: *ending with @stu.ukzn.ac.za*)
- No nomination will be considered unless the nominated student(s) have accepted nomination by e-mail.
- Students are advised to accept nomination immediately by “Replying” to the same e-mail in which they are being nominated in.
- Late nominations (i.e.: after the closing time and date) will not be considered.
- According to the UKZN SRC Constitution (adopted 18/06/2018), Annexure B, Section 4.2. (b) **“The EC shall verify the validity of all nominations for elections, and its decision shall be final.”**
- Section 12.7. of the UKZN SRC Constitution (adopted 18/06/2018) states that, **“Clubs/Societies or student organizations must submit gender balanced candidates.”**

Accessing Student e-Mails

Go to: www.ukzn.ac.za &
click here



The screenshot shows the UKZN website homepage. At the top, there is a navigation bar with links: Home, Library, Vacancies, Directions, Telephone Directory, Tenders, Directory of Experts, and Websites A-Z. To the right of these links are social media icons for Twitter, Facebook, YouTube, Instagram, and RSS. Below the navigation bar is the UKZN logo, which consists of a stylized globe with colorful segments and the text "UNIVERSITY OF KWAZULU-NATAL" and "INYUVESI YAKWAZULU-NATALI". To the right of the logo is a search bar with the placeholder text "Search UKZN websites". Below the search bar is a list of links: Students, Staff, Short Courses, Alumni, Donate to UKZN, Graduate School of Business & Leadership, Moodle@UKZN, Maps, Tip-offs Anonymous®, Study@UKZN, and Virtual Grad 2020. At the bottom of the page is a red banner with five buttons: UKZN Online Teaching, UKZN Online Learning, COVID-19 Hardship Fund, Applications 2021, and NSFAS Applications 2021.

Accessing Student e-Mails

Click here so you are redirected to login page

Student Portal	Status Check and Accepting an Offer	Study@UKZN
Student Central	Student Central & Click to Pay	RAC Application
Staff Portal	Lecture Timetables	Examination Timetables
Research	Electronic Exam Papers	College Handbooks
Teaching & Learning Office	Financial Support and Scholarships	Student Fees Booklet 2020
Explore	Student Banking Details Form	
Alumni	Academic & Support Programmes	Caring for Students Needs
Donate to UKZN	Sports & Recreation	Student Governance & Activities
	Facilities Available to Students	Student Printing Website
	The Aids Programme	International Relations
	Notice System	Student Email
	Moodle@UKZN	Risk Management Services
	Library	Shuttle Timetable
	SRC Constitution	Rules for Students

Accessing Student e-Mails



The banner features the University of KwaZulu-Natal logo and name in English and Zulu, social media icons for Twitter and Facebook, a group of diverse students, and a navigation bar with icons for e-mail, mobile, im, skydrive, and login. The text 'Create Communicate and Collaborate with myukzn mail system' is prominently displayed.

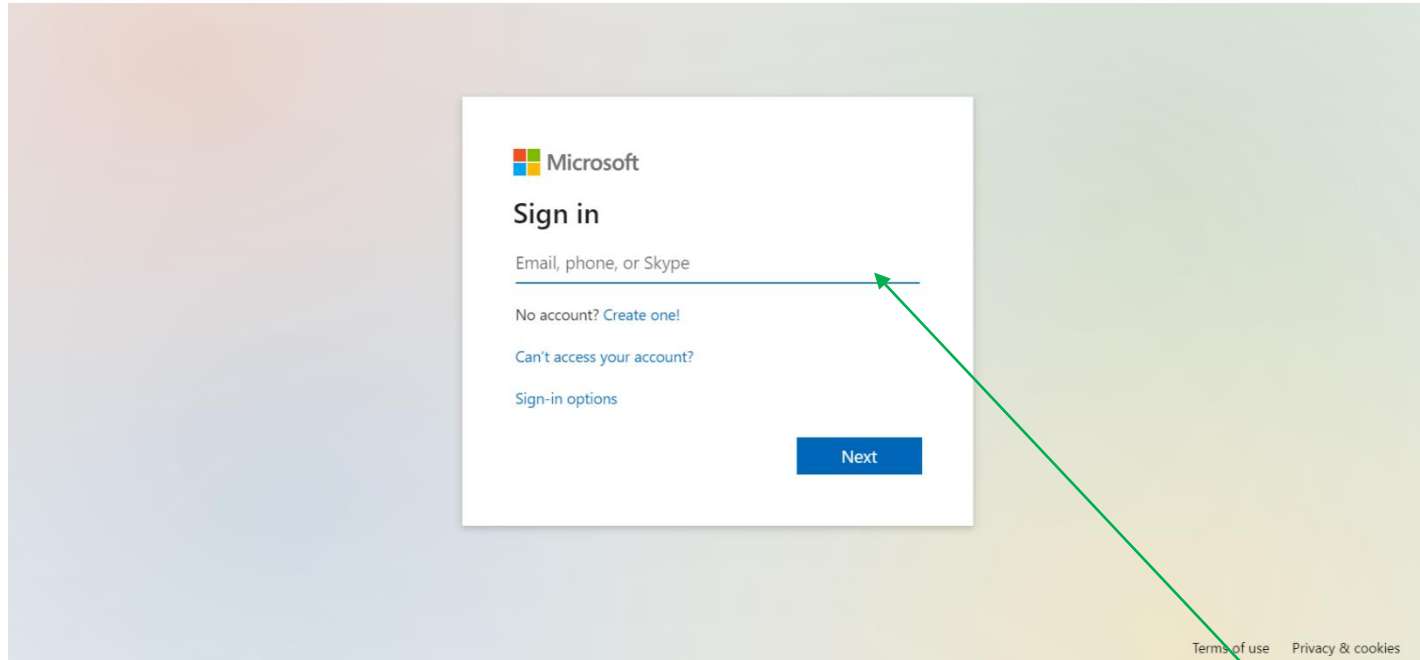
UNIVERSITY OF KWAZULU-NATALTM
INYUVESI YAKWAZULU-NATALI

Create
Communicate
and Collaborate with
myukzn mail system

e-mail mobile im skydrive login

Click here

Accessing Student e-Mails



The image shows a Microsoft sign-in page. At the top left is the Microsoft logo. Below it is the text "Sign in". Underneath is a text input field with the placeholder text "Email, phone, or Skype". Below the input field are three links: "No account? Create one!", "Can't access your account?", and "Sign-in options". At the bottom right of the sign-in box is a blue "Next" button. A green arrow originates from the bottom right of the slide and points directly to the text input field.

Microsoft

Sign in

Email, phone, or Skype

No account? [Create one!](#)

[Can't access your account?](#)

[Sign-in options](#)

Next

[Terms of use](#) [Privacy & cookies](#)

Login using your LAN login details.

Campus Representative Council

- Section 11.2. of the UKZN SRC Constitution (adopted 18/06/2018) dictates that, **“To be eligible to contest for SRC elections, a club or society must have been recognised by the SRC for at least one (1) semester.”**
- Only the Chairperson or Secretary can make the nomination on behalf of the said club &/or society on the campus.
- It would be preferable for the Secretary to make the submission and the Chairperson confirms it to be valid on behalf of the club &/or society.

Important point to note:

- Names of students being nominated must be submitted with their contact details and all supporting documents attached (club &/or society Constitution, Logo & Manifesto).

Campus Representative Council Portfolios

- Section 5.4. of the UKZN SRC Constitution (adopted 18/06/2018) states that; **“The CRC shall be composed of candidates directly elected to hold the following portfolios as espoused in Annexure B:-”**
 - a) **Campus Chairperson**
 - b) **Campus Secretary**
 - c) **Campus Finance**
 - d) **Campus Student Support Services Officer**
 - e) **Campus Residence Affairs Officer**
 - f) **One College Representative per college in the respective campus shall be elected and form part of the Campus Representative Council”**

Campus Representative Council Nomination Disclaimer

The information used below is strictly for illustration purposes and should be seen as nothing more than examples for students to better comprehend the nomination process of the UKZN SRC Elections 2020/21.

The Electoral Commission would appreciate it if students used a somewhat similar, if not similar, “Subject” line as the one written in the illustrations below. This will assist in ensuring that the nomination is vetted categorically.

Campus Representative Council Nominations (Step 1)

Send	To...	Srselections
	Cc...	All nominated students using University designated e-mail addresses (i.e. ending with @stu.ukzn.ac.za); Chairperson of the Executive Committee using University designated e-mail addresses (i.e. ending with @stu.ukzn.ac.za)
Subject		SRC Nominations 2020 - Howard College Campus - Campus Representative Council - Club &/or Society A

Dear Presiding Officer,

I, student A, contact number - XXXXXX, would like to nominate the following students into the Campus Representative Council on behalf of "club &/or society A". Please see attached supporting documents.

I further ask that all students nominated, who have also been Cc'd, to reply and indicate their acceptance of the nomination on this e-mail.

Nominees:

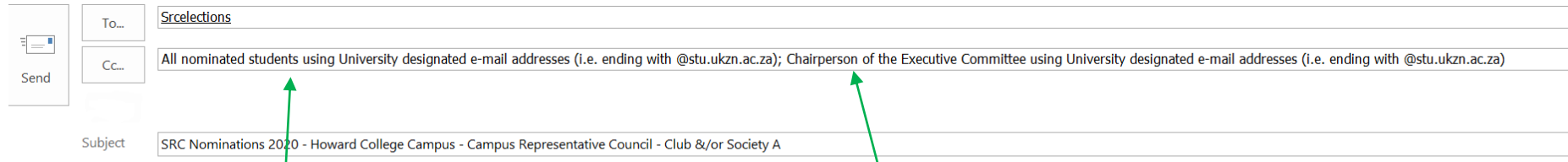
CRC Chairperson

1. Student name & surname; Student number; Cellphone number
2. Student name & surname; Student number; Cellphone number
3. Student name & surname; Student number; Cellphone number
4. Student name & surname; Student number; Cellphone number
5. Student name & surname; Student number; Cellphone number

When making a nomination, the Secretary/Chairperson are expected to; **(1.)** list each portfolio their club &/or society intends to contest in the body of the e-mail.

According to the UKZN SRC Constitution (adopted 18/06/2018), Annexure B, Section 4.4. (b), **"Each student organisation contesting the CRC elections must submit a list of between two (2) and five (5) candidates [per portfolio contested]."**

Campus Representative Council Nominations (Step 1.2)



To... Srcelections

Cc... All nominated students using University designated e-mail addresses (i.e. ending with @stu.ukzn.ac.za); Chairperson of the Executive Committee using University designated e-mail addresses (i.e. ending with @stu.ukzn.ac.za)

Subject SRC Nominations 2020 - Howard College Campus - Campus Representative Council - Club &/or Society A

Dear Presiding Officer,

I, student A, contact number - XXXXXX, would like to nominate the following students into the Campus Representative Council on behalf of "club &/or society A". Please see attached supporting documents.

I further ask that all students nominated, who have also been Cc'd, to reply and indicate their acceptance of the nomination on this e-mail.

Nominees:

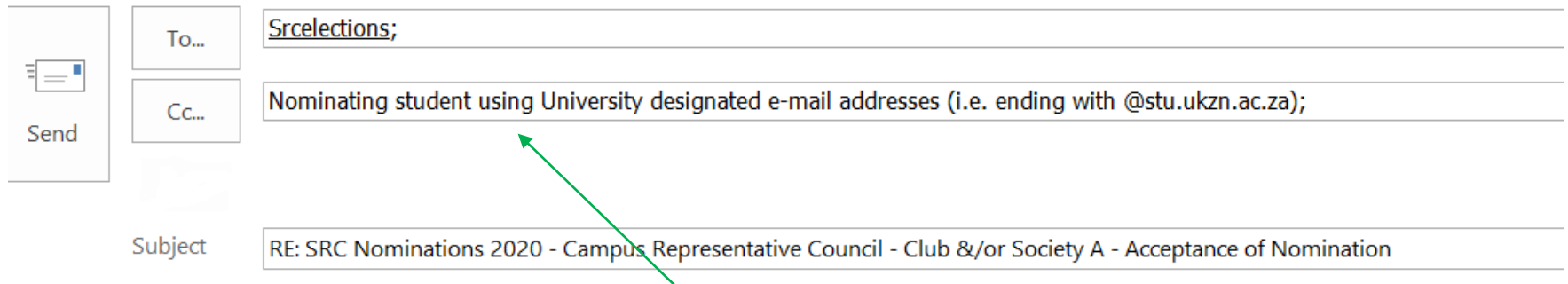
CRC Chairperson

1. Student name & surname; Student number; Cellphone number
2. Student name & surname; Student number; Cellphone number
3. Student name & surname; Student number; Cellphone number
4. Student name & surname; Student number; Cellphone number
5. Student name & surname; Student number; Cellphone number

All nominated students are to be close copied (cc'd) on the e-mail so they can **"reply"** to confirm whether they accept or decline the nomination.

The **Chairperson/Secretary** (depending on who is submitting the nomination) of the said club &/or society making the nomination, **must be close copied** (cc'd) to confirm their knowledge of the nomination and individuals being nominated.

CRC Nominations – Acceptance (Step 2)



To... Srcelections;

Cc... Nominating student using University designated e-mail addresses (i.e. ending with @stu.ukzn.ac.za);

Subject RE: SRC Nominations 2020 - Campus Representative Council - Club &/or Society A - Acceptance of Nomination

Dear Presiding Officer,

I would like to accept the nomination from “club &/or society A” for the portfolio of CRC Chairperson.

Regards,

Nominated student

For a nomination to be complete, the students being nominated must respond to the nominating e-mail they were close copied in, indicating their acceptance or decline.

A gentle reminder: the prerogative rests with the students to ensure that all nominated individuals accept nomination so it becomes valid for their club &/or society.