



UNIVERSITY OF
KWAZULU-NATAL™
INYUVESI
YAKWAZULU-NATALI

UKZN SRC 2020 Nominations Process

Student Representative Council Executive



EDGEWOOD CAMPUS



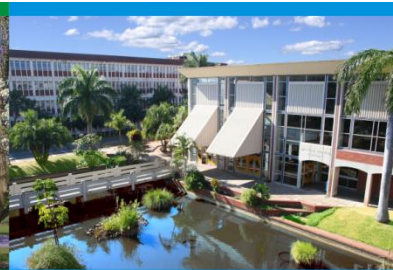
HOWARD COLLEGE CAMPUS



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:

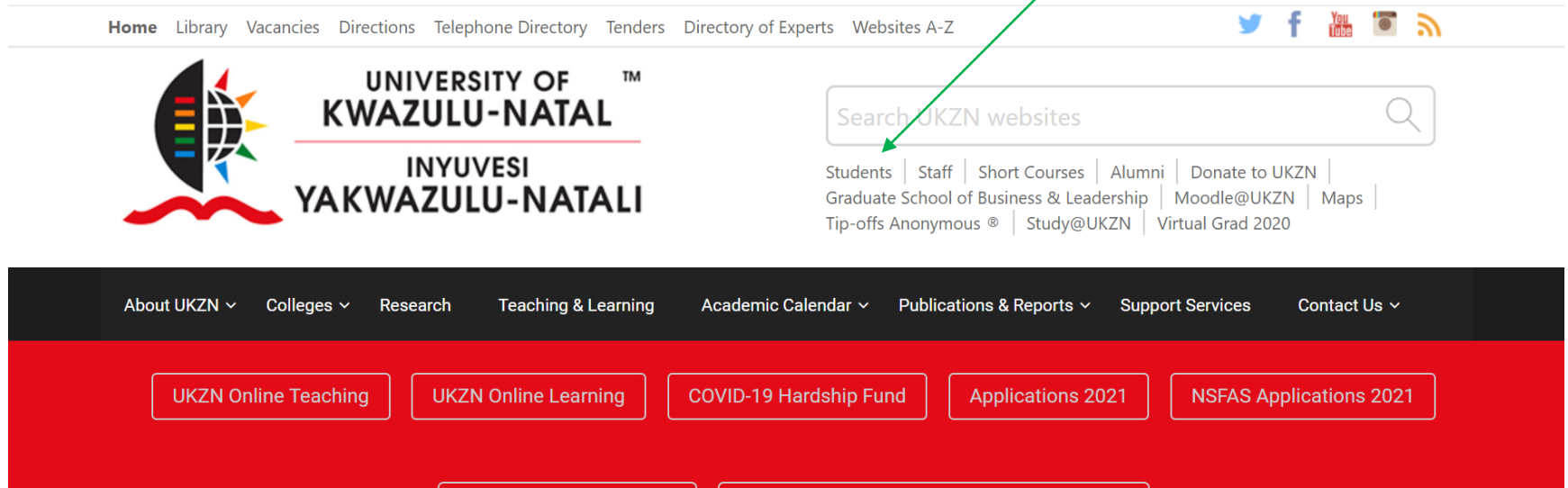
- | | |
|---|---|
| <ul style="list-style-type: none">a) be registered for a degree or a diploma at the University;b) have been registered with the University, belonged to a particular School and completed at least two (2) semesters;c) not have been found guilty by a disciplinary committee of the University 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



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 login icon is highlighted with a green arrow.

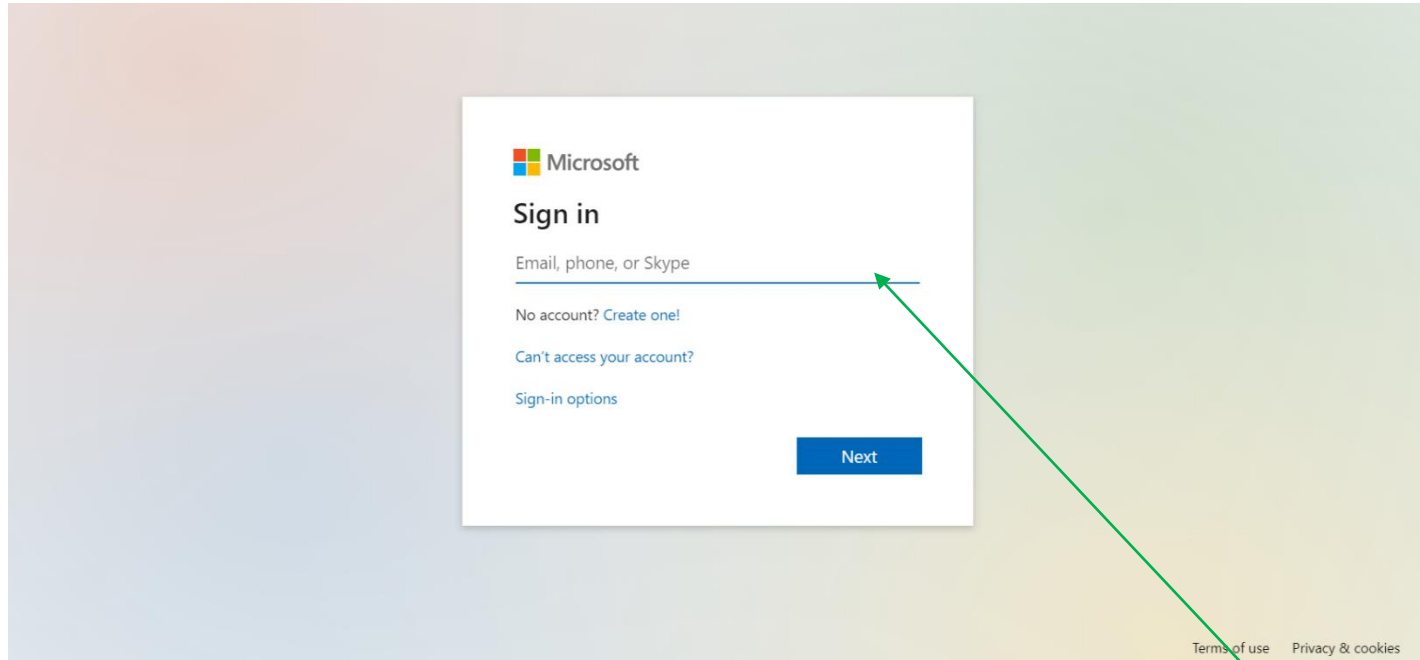
UNIVERSITY OF KWAZULU-NATALTM
INYUVESI YAKWAZULU-NATALI

Create
Communicate
and Collaborate with
myukzn mail system

e-mail mobile im skydrive login

Click here

Accessing Student e-Mails



Login using your LAN
login details.

SRC Executive

- Section 12.2. of the UKZN SRC Constitution (adopted 18/06/2018) dictates that, “**Clubs/Societies wishing to contest for the SRC executive Portfolios must be recognised in at least three (3) campuses to be eligible to contest.**”
- The club &/or society intending to contest SRCE elections must submit 2 names of students who have been authorised to nominate at that level for the said club &/or society.
 - These individuals must be chosen amongst the Chairs and Secretaries of the said club &/or society across UKZN campuses.
 - When these 2 names are being submitted, they must come with contact details of the students who are authorised to nominate.

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).

SRC Executive Portfolios

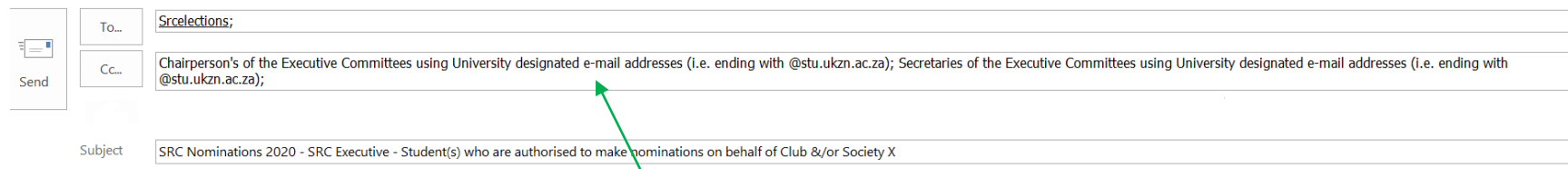
- Section 5.1. of the UKZN SRC Constitution (adopted 18/06/2018) states that; **“The SRC comprises of 7 (seven) directly elected members, who shall form part of the Executive committee of the SRC...”**
- Section 5.3. of the UKZN SRC Constitution (adopted 18/06/2018) further states that; **“The SRC Executive shall be composed of candidates directly elected to hold the following portfolios as espoused in Annexure B:-**
 - a) **President**
 - b) **Deputy President**
 - c) **Secretary General**
 - d) **Treasurer General**
 - e) **Academic and Transformation Officer**
 - f) **Student Support Services Officer**
 - g) **Residence Affairs Officer”**

SRC Executive 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.

SRC Executive Nomination (Step 1)



The screenshot shows an email composition interface. On the left is a 'Send' button. The 'To...' field contains 'Srselections;'. The 'Cc...' field contains 'Chairperson's of the Executive Committees using University designated e-mail addresses (i.e. ending with @stu.ukzn.ac.za); Secretaries of the Executive Committees using University designated e-mail addresses (i.e. ending with @stu.ukzn.ac.za);'. The 'Subject' field contains 'SRC Nominations 2020 - SRC Executive - Student(s) who are authorised to make nominations on behalf of Club &/or Society X'. A green arrow points from the 'Cc...' field to a text box at the bottom of the slide.

Send

To... Srselections;

Cc... Chairperson's of the Executive Committees using University designated e-mail addresses (i.e. ending with @stu.ukzn.ac.za); Secretaries of the Executive Committees using University designated e-mail addresses (i.e. ending with @stu.ukzn.ac.za);

Subject SRC Nominations 2020 - SRC Executive - Student(s) who are authorised to make nominations on behalf of Club &/or Society X

Dear Electoral Commission CEO,

I, student "A", Secretary/Chairperson of club &/or society "X" from Edgewood campus, would like to submit the following student name(s) who are authorised to submit nominations on behalf of "club &/or society X"

1. Student name & surname; Student number; Cellphone number
2. Student name & surname; Student number; Cellphone number

The Chairs & Secretaries of the said club &/or society across campuses, whom would have agreed prior to the authorised names, are to be Close Copied (CC'd) on the e-mail submitting names authorised to nominate on behalf of the club &/or society.

SRC Executive Nomination (Step 2)

Send	To...	Srcelections
	Cc...	All nominated students using University designated e-mail addresses (i.e. ending with @stu.ukzn.ac.za); Chairperson's of the Executive Committees using University designated e-mail addresses (i.e. ending with @stu.ukzn.ac.za)
Subject		SRC Nominations 2020 - SRC Executive - Club &/or Society A

Dear Presiding Officer,

I, student A, contact number - XXXXXX, would like to nominate the following students into the SRC Executive 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:

SRC President

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 duly authorised students 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. (a), **"Each student organisation contesting the SRC Executive elections must submit a list of between two (2) and five (5) candidates per portfolio contested."**

SRC Executive Nomination (Step 2.1)

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

Dear Presiding Officer,

I, student A, contact number - XXXXXX, would like to nominate the following students into the SRC Executive 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:

SRC President

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

The authorised nominating students are advised and encouraged to ensure that all nominated students respond to the nominating e-mail, to either accept or decline the nomination.

The prerogative remains with the students to ensure the nomination is accepted for it to stand as a valid nomination prior to verification by the Electoral Commission.

SRC Executive Nomination (Step 2.2)

Send

To... Srselections

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

Subject SRC Nominations 2020 - SRC Executive - Club &/or Society A

Dear Presiding Officer,

I, student A, contact number - XXXXXX, would like to nominate the following students into the SRC Executive 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:

SRC President

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.

All Chairperson's, across campuses, 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.

SRC Executive Nomination – Acceptance (Step 3)


Send

To...
Srcelections;

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

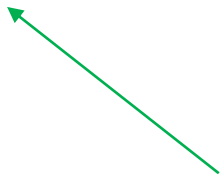
Subject
RE: SRC Nominations 2020 - SRC Executive - Club &/or Society A - Acceptance of Nomination

Dear Presiding Officer,

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

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.