

## ROADMAP FOR CONVOCATION ELECTIONS 2023

Reference to the earlier communication on Convocation Elections of both Representatives to the University Council and Academic Board, please find below a Roadmap for your information.

<b>NO.</b>	<b>ACTIVITIES</b>	<b>DAY / DATE</b>	<b>TIME</b>	<b>VENUE</b>
1.	Opening of Nominations	Monday, 7 <sup>th</sup> August 2023	10:00 am	Email
2.	Closing of Nominations	Tuesday, 21 <sup>st</sup> August 2023	3:00 pm	Registrar's Secretariat
3.	Vetting of Documents	Tuesday, 22 <sup>nd</sup> August 2023	12:00 pm	Registrar's Secretariat
4.	Publishing of Candidates	Tuesday, 22 <sup>nd</sup> August 2023	5:00 pm	Email, Notice Boards and Platforms
5.	Balloting	Wednesday, 23 <sup>rd</sup> August 2023	12:00 pm	Eva Von Hirsh Auditorium
6	Campaign Period	Wednesday, 23 <sup>rd</sup> August 2023 – Tuesday, 5 <sup>th</sup> September 2023	11:59 pm	Platforms etc.
7.	Voting / Results Declaration	Wednesday, 6 <sup>th</sup> September 2023	9:00 am – 4:00 pm	Eva Von Hirsh Auditorium and Satellite Campuses
8.	Handing Over / Inauguration	TBC	TBC	TBC

**PLEASE NOTE:**

- 1.** All completed nomination forms will be **critically assessed** to ensure that all requirements are fulfilled before accepting or rejecting it. A person's candidature is certified only when his/her nomination form has been accepted.
- 2.** Completed nomination forms must be attached with copies of CV, **Profile and Two Passport Pictures (red background)**.
- 3.** An application for proxy must be made to the **Registrar by 1<sup>st</sup> of September, 2023**. Proxy must be withdrawn **by 4<sup>th</sup> of September, 2023** in case there is a change of decision to vote personally. Copies of the applications would be presented to the Registrar before voting. For proxy voting, each voter is entitled to 3 Proxies.
- 4.** Voters will physically cast their ballot between **9:00 a.m. - 4:00 p.m.** Each voter must present a valid **Staff ID** or a **National ID** with photograph for ease of proper identification and verification.
- 5.** Counting of ballots starts right after polls have been closed at exactly **4:30 p.m.** and winner will be determined by a **Simple Majority**.
- 6.** After Declaration of Election Results, all candidates and the Scrutineers will be required to **sign a Declaration Form**.