



STUDENTS' BODY AND STUDENT REPRESENTATIVE COUNCIL (SRC)

- (1) The students of the University shall together constitute a body to be known as the Students' Body.
- (2) Students' Body shall elect a 'Student Representative Council'.
- (3) The Chief Executive / President may make rules for the conduct of elections to the SRC and for all matters related to it.
- (4) The SRC will consist of a total of 14 committee members. The Students' Body shall elect a SRC in the following manner:

Faculty/Branch/Centre		Number (As may be determined by the Chief Executive / President)
<u>Campus Wide Representatives</u> Open to all KL Main Campus (Foundation & Undergraduate students). The top 4 candidates with majority votes will be voted in the SRC.		4
<u>KL Main Campus Faculty Representatives</u> Open to Foundation & Undergraduate Students. The elected faculty representatives will then be voted into the SRC.		
1	Faculty of Applied Sciences	1
2	Faculty of Computing & Information Technology	1
3	Faculty of Accountancy, Finance & Business	1
4	Faculty of Engineering & Technology	1
5	Faculty of Built Environment	1
6	Faculty of Communication & Creative Industries	1
7	Faculty of Social Science & Humanities	1
8	Centre for Pre-University Studies	1
<u>Other Representatives</u> The following representatives will be voted into the SRC.		
1	President of International Student Society	1
2	Representative from Postgraduate Students	1

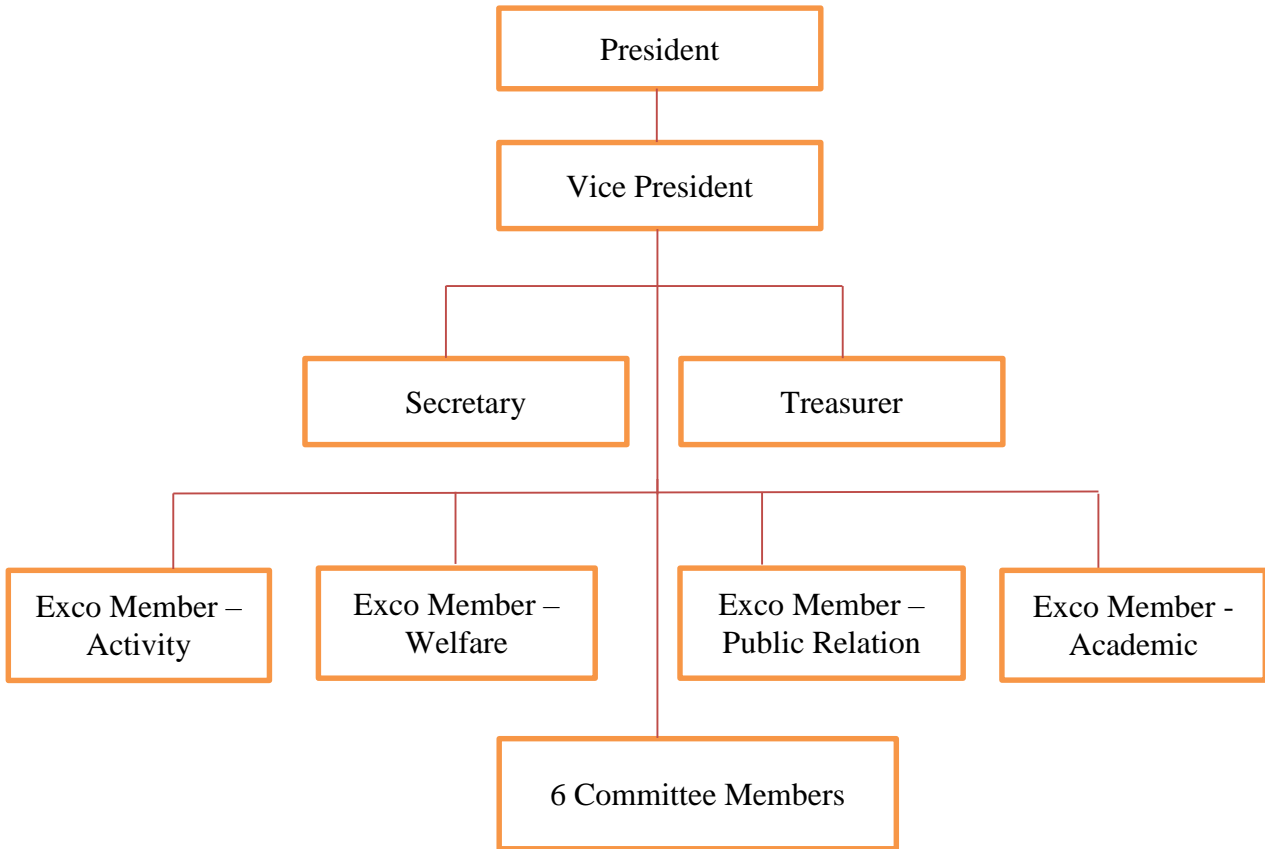
- (5) The Branch SRC will consist of a total of 8 committee members. The Students' Body shall elect a SRC in the following manner:

Branch		Number (As may be determined by the Chief Executive / President)
1	Penang Branch	8
2	Perak Branch	8
3	Johor Branch	8
4	Pahang Branch	8
5	Sabah Branch	8

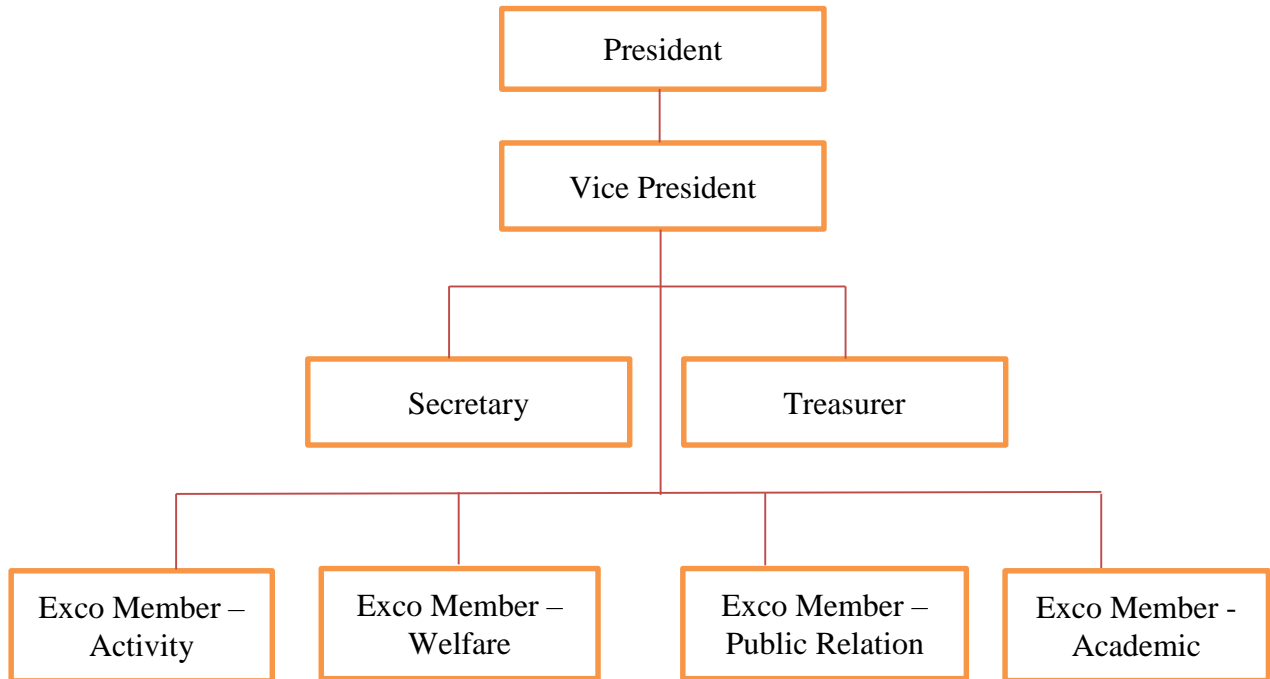
- (6) The SRC shall elect from among its members a SRC President, a SRC Vice-President, a SRC Secretary, a SRC Treasurer and 4 Exco Members, who shall be its only office-bearers (Appendix A), unless otherwise authorized in writing by the Chief Executive / President, the office-bearers so authorized by the Chief Executive / President shall be elected by the SRC from the members of the SRC. The KL SRC President shall be elected from the Campus Wide Representative.
- (7) The members of the SRC and its office-bearers shall be elected to hold office for one academic year.
- (8) The SRC's election for the above shall be taken by a majority vote with not less than two thirds of the members being present and voting.
- (9) The SRC may from time to time, with the prior approval in writing of the Chief Executive / President, appoint ad hoc committees from among its members for specific purposes or objects.
- (10) No student against whom disciplinary proceedings are pending, or who has been found guilty of a disciplinary offence, shall be elected or remain a member of the SRC or an office-bearer of any student body or committee, unless authorized in writing by the Chief Executive / President.
- (11) The objectives and functions of the SRC shall be:
- To foster a spirit of corporate life among the students of the University;
 - To organize and supervise, subject to the direction of the Chief Executive / President, student welfare facilities and activities in the University including recreational facilities, spiritual and religious activities, and the supply of meals and refreshments;
 - To make representations to the Chief Executive / President on all matters relating to, or connected with, the living and working conditions of the students of the University;
 - To be represented on anybody which may, in accordance with the rules made by the Chief Executive / President for the purpose, be appointed to undertake student welfare activities in the University; and
 - To undertake such other activities as may be determined by the Senior Management Committee of the University from time to time.

- (12) The Students' Body or the SRC shall not maintain any fund or make any collection of money or any property from any source whatever, but such reasonable expenses as the SRC may be authorized in advance in writing by the Chief Executive / President to incur may be paid by the University where reasonable written claims supported by receipts and vouchers are submitted by the SRC to the Chief Executive / President and are approved by the Chief Executive / President.
- (13) The Treasurer shall keep proper financial statement of the SRC and not later than three months after the end of every financial year, being a financial year as specified by the Chief Executive / President, a copy of the said financial statement shall be submitted by the SRC to the Chief Executive / President.
- (14) The SRC shall hold meetings from time to time as it may deem necessary and it shall be the duty of the Secretary to keep minutes of every meeting of the SRC and such minutes shall be confirmed at a subsequent meeting.
- (15) Validity of a registered student shall cease under this section: -
- (i) upon the publication of the results of the final examination for such course of study, if he passes such examination; or
 - (ii) upon the publication of the results of any examination for such course of study, if he fails such examination, until he is, thereafter, registered again for that or another course of study applicable to a registered student under this subsection.
 - (iii) if the student quits, or fails to complete the course of study for any reason whatsoever; or is terminated due to disciplinary action.
- (16) The election of SRC may be determined by Chief Executive / President of the University by their own manner.

(17) The Structure of the SRC at KL Main Campus shall be:



(18) The Structure of the SRC at branch shall be:





**2024/2025 STUDENT REPRESENTATIVE COUNCIL OFFICE BEARERS
KL MAIN CAMPUS**

Election Date:

Election Time:

- (1) The SRC shall elect from among its members a SRC President, SRC Vice-President, a SRC Secretary, a SRC Treasurer and 4 Exco Members. The SRC President shall be elected from the Campus Wide Representative.
- (3) The SRC's election shall be taken by a majority vote with not less than two thirds of the members being present and voting. E.g.: 14 elected SRC \times $\frac{2}{3}$ = 9.33 (Must at least 10 votes).

Position	Name	Student ID Number	Faculty	Contact Number	No. of Votes
President					.../14
Vice President					.../14
Secretary					.../14
Treasurer					.../14
Exco Members	1.				.../14
	2.				.../14
	3.				.../14
	4.				.../14
Committee Members	1.				N/A
	2.				
	3.				
	4.				
	5.				
	6.				

Prepared by

Confirmed by

.....
Secretary, SRC

Name:

Date:

.....
President, SRC

Name:

Date:



2024/2025 STUDENT REPRESENTATIVE COUNCIL OFFICE BEARERS
..... BRANCH

(Please forward this form to DSA, KL Main Campus on the next day after election of office bearers.)

Election Date:

Election Time:

- (1) The SRC shall elect from among its members a SRC President, SRC Vice-President, a SRC Secretary, a SRC Treasurer and 4 Exco Members.
- (2) The SRC's decision shall be taken by a majority vote with not less than two thirds of the members being present and voting. E.g.: 8 elected SRC x 2/3 = 5.33 (Must at least 6 votes)

Position	Name	Student ID Number	Faculty	Contact Number	No. of Votes
President					.../8
Vice President					.../8
Secretary					.../8
Treasurer					.../8
Exco Member - Activity					.../8
Exco Member - Welfare					.../8
Exco Member - PR					.../8
Exco Member - Academic					.../8

Prepared by

Confirmed by

.....
Secretary, SRC Election Committee

Name:

Date:

.....
President, SRC Election Committee

Name:

Date: