Cape Peninsula University of Technology

2025 SRC Elections

Voting Guide

KDBS Consulting (Pty) Ltd
Independent Election Management Company

Online Voting Details

Voting Day

From 09h00 on 28 Oct 2025

to 21h00 on 29 Oct 2025

Availability of the Voting Platform

The voting platform will be accessible non-stop from 09h00 to 21h00 on each day of voting.

Provisional Voting Results Announcement

21h15 on 29 Oct 2025

Online Voting

Requirements

The voting credentials are necessary to protect the secrecy your vote and for the integrity and fairness of the entire voting process.

You will need the following to cast your ballot

1. A reliable electronic device that is connected to the internet. This could be a smart phone, a laptop, desktop computer or tablet.

2. Your unique voting credentials. More information is provided on how to obtain your credentials later.

Online Voting
The Rules

How many candidates and organisations are contesting the election?

The final vetted and verified list of candidates is on the election website.

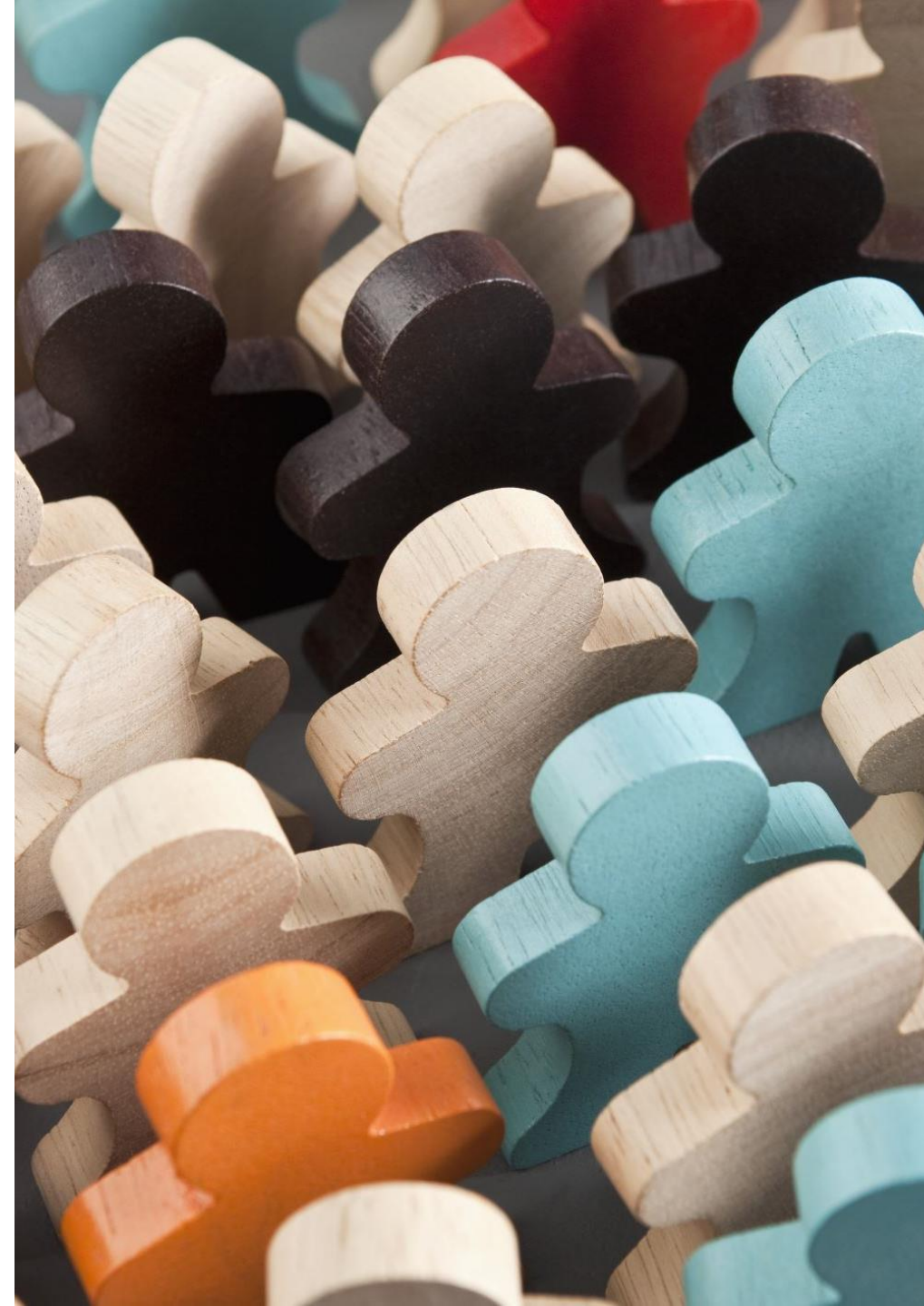Where can I find logos of the contesting student structures?

Structure logos will be on the election website as well as on the ballots.

How many votes am I allowed to cast?

Each student has a total of 9 votes to be cast as follows:

- 1 vote for the CSRC

- 1 vote for each of he 8 LSRC portfolios

The instructions for each ballot will appear on the ballot itself. Students may choose to abstain from voting for a specific portfolio. Abstention will lead to a voter forfeiting their vote for the portfolio that they abstain on.

Online Voting

5 Steps to casting your vote online

Get your voting credentials via email and/or SMS

Access the voting link and provide your credentials

Make, review and edit your choices

Submit your votes

Get a Verification Receipt

Step 1
Get Your Voting Credentials

What credentials are required?
You will need:
1. Your Unique Access Key (6-character alphanumeric string). The Access Key can be used only once.
2. Your Student Number

Where do I get the Access Key from?
An email and an SMS containing your Access Key will be sent to you directly by the Chief Electoral Officer on the morning of the first day of voting.

Are the Access Keys on email and SMS different?
Only one unique access key is assigned to each person irrespective of where it is retrieved from.

Step 2
Access the Voting Hyperlink

What is a Voting Link?

The voting hyperlink provides you with access to the voting platform. It is a shortcut to the voting system

How do I get the link?

1. Email

2. SMS

3. Election Website

What if the link does not work?

1. Check your internet connection

2. Avoid copying and pasting the link. The most reliable way is to click on the link to access the voting system

Step 2 (Continued)
Provide your Credentials

The voting platform will request you to provide your access key and ID or Passport Number when using a computer (laptop or desktop), tablet or smartphone to vote
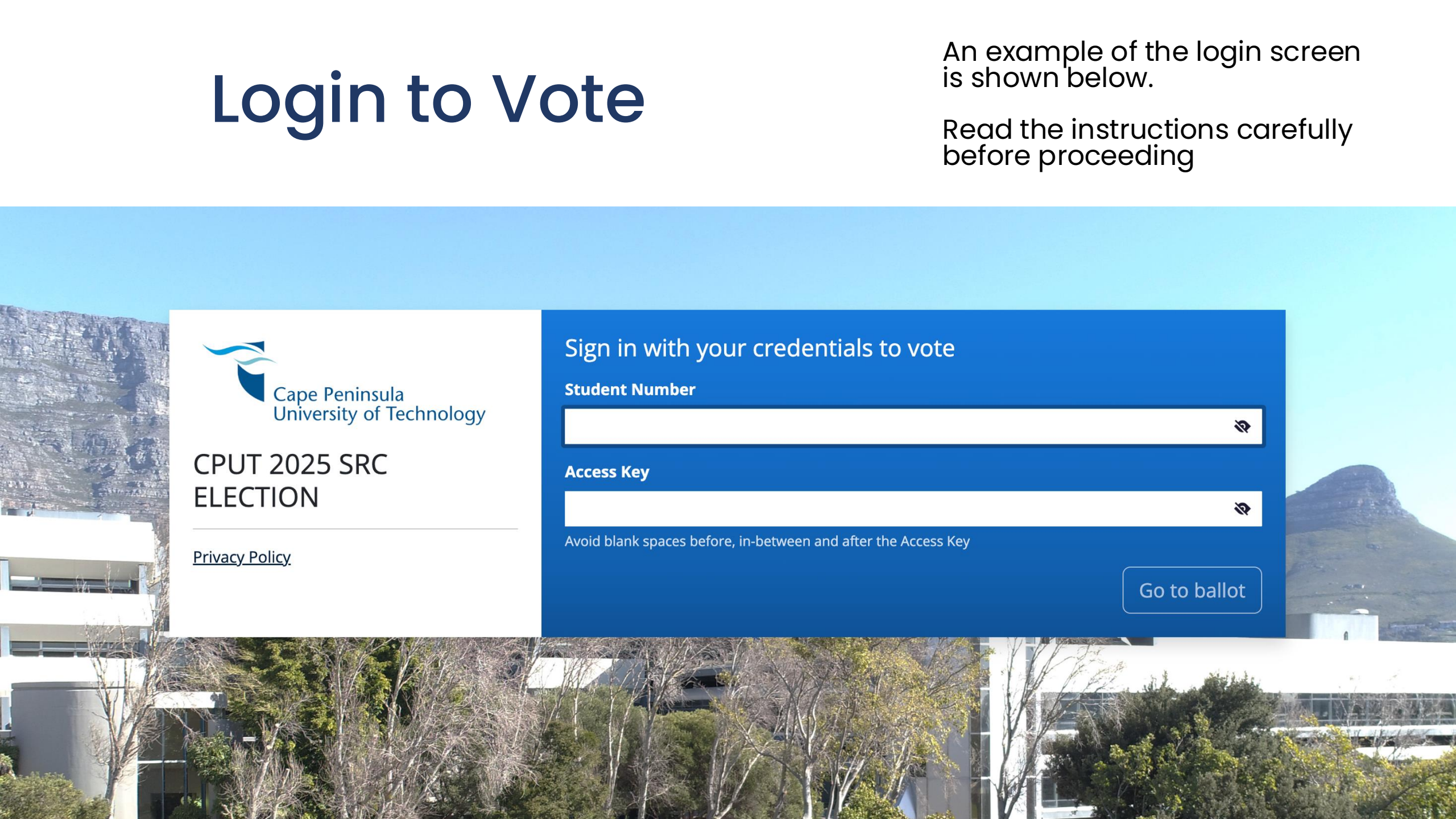
Access Key

1. Make sure that there are no spaces before, in-between and after the access key when copying and pasting it

2. If transcribing the access key, make sure that it is done accurately and that you do not miss a digit/character

Login to Vote

An example of the login screen is shown below.

Read the instructions carefully before proceeding

Cape Peninsula University of Technology

CPUT 2025 SRC ELECTION

Privacy Policy

Sign in with your credentials to vote

Student Number

Access Key

Avoid blank spaces before, in-between and after the Access Key

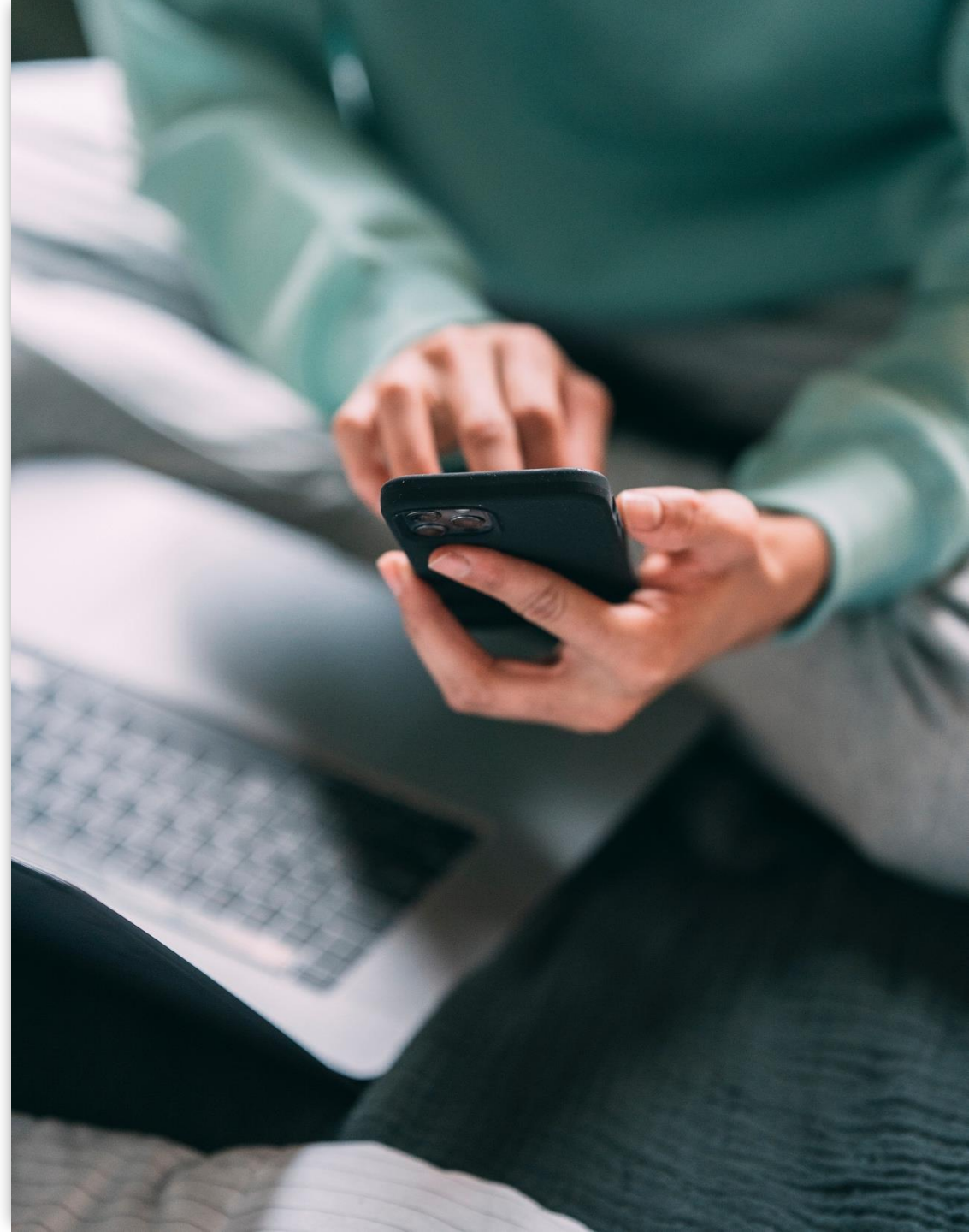Go to ballot

Step 3
Make your choices

1. This election allows you to vote as follows:
   - 1 student structure for CSRC
   - 1 candidate for each of the 8 LSRC portfolios

2. You may choose to abstain from casting any of the above ballots. To do so you will select the "Abstain" option

3. Choices are made by clicking in the box next to the candidate's photo and name on the right

Step 3 (continued)
Review and edit your choices

1. Once your choices are made, you will have the option to see the choices and to review and edit them

2. You will be able to make completely new choices, if you so choose

3. Once the review and editing is done you will then confirm the choices and submit your ballot

Step 4
Submitting your ballot

1. To submit you ballot you need to press the submit button by clicking on it.

2. Once the ballot is submitted, you will not be able to vote again.

3. An interruption of an online voting session (due to loadshedding or anything else) will not invalidate your ballot nor your access key.

4. Your credentials are considered and treated as used only once you have submitted.

Step 5
Verification Receipt

Proof of submission creates peace of mind that your votes have indeed been submitted

✓ A verification receipt will be displayed on screen as proof of voting

The receipt contains a unique verification code that uniquely links your ballot to your profile on the system

The verification receipt is used for audit purposes

Election Monitoring

Voter Participation statistics will be shown live on the election website.

Support and Assistance

- Website (www.cputsrcelections.co.za) for more info and for Voter Education Materials
- Issues and Objections form on the election website
- WhatsApp and Phone Numbers: 061 452 4499 or 067 733 1353
- Email Address: cputsrcelections@kdbs.co.za