



**NUST ALUMNI ASSOCIATION  
EXCO REPRESENTATIVE ELECTION  
ELECTION TIMELINE  
ANNUAL GENERAL MEETING (AGM) – 26 SEPTEMBER 2026**

**Note:** In terms of the Constitution, formal nominations are submitted and accepted at the Annual General Meeting (Sections 12.8 and 12.10). The pre-AGM period is a preparation phase for expressions of interest and preliminary verification only. No nomination is formally received, and no candidacy is confirmed, before the AGM.

| Date                                                    | Time  | Activity                                                                                                                                                                                                                                                                                                         |
|---------------------------------------------------------|-------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>A. PRE-AGM CONSTITUTIONAL REQUIREMENTS</b>           |       |                                                                                                                                                                                                                                                                                                                  |
| By 26 August 2026                                       |       | <b>AGM Notice Issued.</b> Notice of the Annual General Meeting must be given not less than one month before the date of the AGM (Section 14.4 of the Constitution). <i>Confirmation of compliance with this requirement should be on record.</i>                                                                 |
| By 28 August 2026                                       |       | <b>Deadline for Notice of Motions.</b> Notice of motions must be given at least 21 working days before the AGM (Section 14.5 of the Constitution).                                                                                                                                                               |
| <b>B. ADVANCE PREPARATION (EXPRESSIONS OF INTEREST)</b> |       |                                                                                                                                                                                                                                                                                                                  |
| Tuesday, 22 September 2026                              | 16:00 | <b>Call for Expressions of Interest Opens.</b> Prospective candidates for the NUST Alumni Association NEC Representative position are invited to submit expressions of interest and supporting documentation to the Alumni Office for preliminary verification. Nomination forms are made available.             |
| Friday, 25 September 2026                               | 12:00 | <b>Preliminary Closing Date for Submitted Documentation.</b> Prospective candidates are encouraged to submit completed nomination forms and supporting documentation to the Alumni Office by 12:00 for preliminary verification and vetting. <i>This deadline is for administrative preparation only. Formal</i> |



|                                                      |             |                                                                                                                                                                                                                                                                                                          |
|------------------------------------------------------|-------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                                      |             | <i>nominations remain open until the nomination process is formally closed at the AGM.</i>                                                                                                                                                                                                               |
| Friday, 25 September 2026                            | 16:00       | <b>Preliminary Verification.</b> The Alumni Office verifies submitted documentation and notifies prospective candidates of any outstanding requirements, including a short profile/biography, proof of qualifications, proof of paid-up membership, and a recent photograph.                             |
| Saturday, 26 September 2026                          |             | <b>Preliminary Publication of Prospective Candidates.</b> The Alumni Office will publish the preliminary list of prospective candidates whose expressions of interest have been received and verified, together with relevant election information, on the official NUST Alumni communication platforms. |
| <b>C. ANNUAL GENERAL MEETING – 26 SEPTEMBER 2026</b> |             |                                                                                                                                                                                                                                                                                                          |
| Saturday, 26 September 2026                          | 09:15       | <b>Quorum Verification.</b> Verification of quorum (50+1 members) in accordance with Section 14.6 of the Constitution. If quorum is not met, the AGM shall be adjourned for 15 minutes (Section 14.7).                                                                                                   |
| Saturday, 26 September 2026                          | 09:45       | <b>Formal Nomination Process Opens.</b> The Presiding Officer opens the formal nomination process. Nominations are formally submitted and accepted at the AGM. Additional nominations may be made from the floor, subject to the Constitution and applicable election requirements (Section 12.8).       |
| Saturday, 26 September 2026                          | 10:15       | <b>Closure of Nominations.</b> Nominations close. The final list of eligible candidates is confirmed in accordance with the applicable election procedures. Each nominee formally accepts their nomination at the AGM (Section 12.10).                                                                   |
| Saturday, 26 September 2026                          | 10:15–10:45 | <b>Voting.</b> Voting for the NUST Alumni Association NEC Representative opens at 09:00 and closes at 11:30. Voting                                                                                                                                                                                      |



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|-------------------------------|-------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                               |       | shall be conducted by secret ballot when two or more candidates are nominated (Section 12.4).                                                                                                         |
| Saturday, 26 September 2026   | 12:30 | <b>Announcement of Election Results.</b> The election results are announced and the elected NUST Alumni Association NEC Representative is introduced.                                                 |
| <b>D. POST-AGM ACTIVITIES</b> |       |                                                                                                                                                                                                       |
| By 3 October 2026             |       | <b>Election Report.</b> The election management authority prepares and submits the election report, including the record of nominations, voting results, and any procedural matters arising.          |
| By 10 October 2026            |       | <b>Communication of Results.</b> The election results and the names of the elected NEC members are formally communicated to all members through the official NUST Alumni communication platforms.     |
| By 19 December 2026           |       | <b>Publication of AGM Minutes.</b> The Annual Report and minutes of the AGM must be published on the NUST and Alumni website within 60 working days after the AGM (Section 14.9 of the Constitution). |

*Constitutional authority: NUST Alumni Association Constitution (V2 2026, approved by Council Resolution COUN-NUST/SP/2026/02/04/02), Sections 12 and 14.*

*Reference: Revised Election Procedures and Timeline (Version 3.0); Compliance Vetting Report (18 September 2026).*