



CAMPUS ACCESS GUIDELINES FOR STUDENTS (JANUARY 2022 TRIMESTER)

(15 December 2021)

A. Background

1. These guidelines are drafted to assist new and existing students who would like to access the campus based on the media statement on 10 October 2021 from the Prime Minister as well as the guidelines and FAQs (14 September 2021) from the Ministry of Higher Education (MOHE).
2. All new and existing students who are required to access the campus must comply with the guidelines outlined in this document. Safety is a shared responsibility, and every student plays an important role in maintaining a safe and healthy campus community as we work together towards flattening the Covid-19 curve.

B. MySejahtera & hihive apps

1. All students who intend to enter the campus for the physical classes/facilities are required to download, install, register and keep the MySejahtera and hihive applications activated always.

Apps Platform	MySejahtera Download	hihive Download
iOS	https://apps.apple.com/my/app/my-sejahtera/id1504055630	https://apps.apple.com/app/id1542551041
Android	https://play.google.com/store/apps/details?id=my.gov.onegovappstore.mysejahtera	https://play.google.com/store/apps/details?id=com.slc.hihive.community

*Guide to hihive App- <https://tinyurl.com/jrfh9uj9>

*Please watch the video on how to install the hihive application- <https://tinyurl.com/5479fh5s>

C. Students with or without vaccination

01. For students returning to campus for the January 2022 Trimester, it is mandatory for all returning students to have completed the full vaccination process required.
02. All students are required to **update their latest Vaccination Status** in the **Student Portal** (via the hyperlink) on the pop-up reminder or clicking at the Vaccination Status button/icon in the Highlight panel) or visit <https://vaccination-status.utar.edu.my/>
03. For **students who have not completed the full vaccination process** or **unvaccinated students**, please refer to your respective Faculty / Institute / Centre in advance for further advice/arrangement as per requirement of MOHE.
[Contact List of Faculty / Centre / Division / Department](#)
04. Students **who have not received any vaccination appointment** in MySejahtera shall:
 - Walk-in to their nearest Klinik Kesihatan Malaysia or search for their nearest PPV centre for vaccination at <https://vaksinCovid.protecthealth.com.my/find>. Students must bring along with their Admission Offer Letter and *MyKad*; whereas existing students must bring along with their Student ID card and *MyKad*. OR
 - Contact Bilik Gerakan and/or the Department of Student Affairs for a teleconsultation arrangement with FMHS doctors for necessary advice/evaluation.
05. Students who might not be able to get the COVID-19 vaccine due to **medical issues** shall apply for the COVID-19 Vaccination Exemption Digital Certificate (*Sijil Digital Pengecualian Vaksinasi Covid-19*) on MySejahtera at the nearest district health office with a Pre-Vaccination Assessment Slip from an approved medical professional. For more info on How to Apply For The COVID-19 Vaccination Exemption Digital Certificate, visit <https://twitter.com/JKJAVMY/status/1446388290270023680> The copy of the COVID-19 Vaccination Exemption Digital Certificate is to be uploaded to the Online Registration Form.
06. For international students (existing and new), kindly refer to the respective officers of the Department of International Students Services (DISS) for further queries and follow the SOP below:
 - a. DISS : diss@utar.edu.my



- b. **Kampar Campus** : Mr Ngan Mun Wai: nganmw@utar.edu.my
- c. **Sungai Long Campus** : Mr Foo Wai Wai: fooww@utar.edu.my

[SOP for UTAR International Students Living Abroad and Wish to Return to Malaysia](#)

C. Upon Entering the Campus

Upon entry at the University's main entrances, all students must follow the Standard Operating Procedures (SOPs) below:

1. All students are **COMPULSORY** to wear face masks covering nose and mouth at all times on campus, including pantries, toilets, concourse areas and other common areas. For better protection and at their own discretion, students are encouraged to wear double face masks, or a KF94/N95/KN95 mask, where a face shield is **optional**.
2. All students are advised to bring at least ONE (1) Covid-19 self-test kit with them at all times.
3. Students who have not claimed the one-off free face masks and Covid-19 self-test kit provided by the University may claim the packs from their respective faculties by appointment.

To learn how to administer the Covid-19 Self-Test, visit: <https://youtu.be/iEdftK0kFTM>

**Please follow the step-by-step procedures provided in the test kit as there may be slight difference between different test kits*

SOP of Test Kit Disposal

- 1) *After being done by the student, put the disposable item into the small biosafety plastic bag provided in the test kit. Zipped it well.*
 - 2) *Sanitize your hands after done before leaving the site*
 - 3) *Sanitize the area after each test*
 - 4) *Lastly, throw it into a designated bin.*
4. All students **MUST** sanitise their hands at the point of entry.

5. All students MUST check in using the MySejahtera App and scan location QR Code via hihive App. For those students who are unable to download or access or use the Apps, they are required to manually record in the logbook at the entrance checkpoints
6. Enter the campus through the main entrance / gate of the campus via the security officer checkpoints. All students MUST show
 - a. Covid-19 Risk Status;
 - b. Vaccinated Status to the security officer.

For those students who are unable to show these items via the App, they MUST show their Vaccination Reminder Card on the completion of vaccination.

7. Temperature of students/parent/guardian will be taken by the security officer using the static standing thermal scanner or handheld thermometer:
 - i. Students with a body temperature below 37.5°C are allowed to enter the campus
 - ii. Students with a temperature of 37.5°C and above will be denied entry to the campus and will receive the necessary advice from Bilik Gerakan Covid-19 UTAR to proceed with the next course of action.
8. Students who commute daily to campus by the UTAR shuttle service will have their body temperature taken by the driver via handheld thermometer.
 - i. Students with a body temperature below 37.5°C are allowed to board the shuttle service.
 - ii. Students with a temperature of 37.5°C and above will be denied boarding the shuttle service and are requested to contact the Bilik Gerakan Covid-19 of UTAR to proceed with the next course of action (refer to Item 7 as below).

Students shall scan the QR codes of MySejahtera and Hi-Hive placed at their respective seats

9. **Symptomatic students** (based on the temperature checking) will undergo the Covid-19 self-test conducted by the Department of Safety and Security officer at the designated saliva test point. If the self-test result is positive, the student(s) will be immediately referred to a FMHS doctor by the Bilik Gerakan team for further examination via teleconsultation. After teleconsultation, the student(s) will be recommended by the FMHS doctor to go either to the isolation place (for 10 days of self-isolation) or to the nearest medical facility / clinic for the comprehensive examination / Covid-19 **test** at their **own cost** between:

- i. RTK Ag: RM100.00 – RM180.00
- ii. RT-PCR: RM190.00 – RM350.00
- iii. Covid-19 Self-Test Kit: RM19.90 or less
 - a. If the Covid-19 test result is **positive**, students will be referred to MOH for further arrangements. While waiting for further arrangements, students continue to stay at the **isolation centre** (up to 10 days isolation or longer) and wait for the clearance from MOH.
 - b. If the result is **negative**, students will go to their own **accommodations / rented premises** for the self-isolation.

10. Students who are sick or have symptoms while on-campus or off-campus **MUST** do the following:

- a. Immediately inform and seek advice from **Bilik Gerakan, Department of Student Affairs (DSA)**, course lecturers or Faculty / Centre general office regarding your physical condition and the next course of actions.
- b. Perform the Covid-19 self-test.
- c. Request for special consideration and flexibility to join OTL classes, if applicable.
- d. See a medical doctor.
- e. Stay at home until fully recovered.
- f. Update your physical condition to staff of the following units:

Unit	Kampar Campus	Sungai Long Campus
Bilik Gerakan	Room A008, Ground Hall, Heritage Hall 0111-061 3354 (Hotline) bilikgerakan.kpr@utar.edu.my	Room KAG007, North Lobby, KA Block 0111-060 3354 (Hotline) bilikgerakan.sl@utar.edu.m y
Department of Student Affairs	016-2100864 (Hotline) dsa@utar.edu.my	016-2100862 (Hotline) dsa@utar.edu.my

11. Any changes / updates on the above arrangements will be announced from time to time, depending on the latest directives from MOHE and relevant authorities. All students are advised to keep up with the updates on all announcements issued by the Ministry of



Health (MOH) and MOHE on the development of the Covid-19 pandemic, and to always follow the SOPs of the Malaysian Government and to practice safety and health precautionary measures. Please refer to Appendix 1 for the latest announcement / FAQs of MOHE.

Reminder

1. All students from Foundation, Undergraduate and Postgraduate students (including EEP) who are allowed to enter the campus may use the campus facilities, including the available Learning Spaces, and meet with their Academic Advisors, Project Supervisors (final year projects, design, capstone or research projects) and Course Lecturers but must adhere strictly to the SOP below. Students **MUST** always:
 - a) Practice a physical distancing measure of more than 1-meter apart.
 - a) Avoid the 4Cs (Crowded, Confined, Close Conversation, and Continuous Exposure).
 - b) Practice the 3Ws (Wash and sanitize hands, Wear face masks and Warn).
 - c) Observe appropriate coughing and sneezing etiquette.
 - d) Take time to rest when feeling unwell and drink plenty of fluids.

2. Your cooperation in adhering to all the physical distancing procedures and safety precautionary measures issued by the University is required and very much appreciated.

Please stay safe and stay healthy.

Thank you.

Department of Students Affairs and Bilik Gerakan Covid-19
Universiti Tunku Abdul Rahman



Appendix 1

I. Return to Campus Website Information - <https://return2campus.utar.edu.my/>

II. The latest SOP for staff and students of UTAR, the latest update of Academic Study Mode and Course Registration for coming trimester and other related covid-19 information:

<https://dccpr.utar.edu.my/COVID-19-News-Announcements.php>

III. Full Report: [CLINICAL GUIDELINES ON COVID-19 VACCINATION IN MALAYSIA THIRD EDITION](#)

IV. MOHE Speech:

[Teks Ucapan YBM - Kemasukan Pelajar Ke Kampus Institusi Pendidikan Tinggi secara Berperingkat Bermula 15 Oktober 2021](#)

V. MOHE FAQs Reference:

[Soalan Lazim - Kemasukan Pelajar Institusi Pendidikan Tinggi \(IPT\) Secara Fizikal Bagi Sesi Akademik Tahun 2021/2022](#)

VI. MOHE SOPs:

[Pelan Pemulihan Negara SOP Fasa 4 \(Sektor Pengajian Tinggi\)](#)