

CAMPUS ACCESS GUIDELINES FOR STUDENTS (JUNE 2022 TRIMESTER ONWARDS)

(Update: 20 June 2022)

A. Background

1. These guidelines are drafted to assist new and existing students who are accessing the campus based on the latest guidelines and FAQs from the Ministry of Higher Education (MOHE), the Minister of Health (MOH) and the Ministry of Defense Malaysia (MinDef).
2. All new and existing students who are coming to campus physically 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. Hi Hive Apps Activation in the Smartphone

All students who intend to enter the campus for the physical classes/facilities are required to download, install, register and keep the **Hi Hive** application activated always.

Apps Platform	Hi Hive Apps Download
iOS	https://apps.apple.com/app/id1542551041
Android	https://play.google.com/store/apps/details?id=com.sl.c.hihive.community

*Steps for New User to onboard UTAR Community Hi Hive Apps - <https://tinyurl.com/2nd8jw7s>

*Please watch the video on how to install the Hi Hive application- <https://tinyurl.com/2s4d8ymm>

C. Students with or without Vaccination

1. Students are allowed to enter the campus regardless of their vaccination status. However, COVID-19 positive cases and those under Home Surveillance Order (HSO) are still not allowed to enter premises.
2. All students – fully vaccinated / partially vaccinated / not vaccinated / have just received booster doses – 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/>

3. As precautionary measures and for safety and security of the University community, all students who return to campus physically are required to declare their **weekly health status on every Monday and/or Thursday** via the link of the Health Declaration Portal below:
<https://healthdeclaration.utar.edu.my/loginPageV2.jsp>

4. 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.

5. 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 latest SOP which can be found from the link 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](#)

D. 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 inside the campus buildings, 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 **MUST** sanitise their hands at the point of entry.
3. When entering the campus through the main entrance / gate of the campus via the security officer checkpoints, all students **MUST**:
 - a. Show COVID-19 Risk Status in Profile
 - b. Scan the Location QR Code displayed at the entry of any destination you enter. Those who have scanned **Hi Hive Apps** upon boarding UTAR buses & vehicles are to **SHOW THE HISTORY RECORD** to security officer

For those students who are unable to show these items via the App, they are required to manually record in the logbook at the entrance checkpoints.

4. Students who has been tested positive, they must comply the following actions:
 - Must Report to Ministry of Health (MOH)/other authority via Mysejahtera
 - Under Test and Release, have an option to undergo a supervised RTK-AG test by medical staff on the 4th day. They may release from quarantine if tested negative
 - Report to immediate supervisor / respective faculty / centre / institute lecturer
 - Special leave will be granted upon receiving supporting documentation
 - ERT to take necessary actions immediately
 - Report to Bilik Gerakan for close monitoring

5. Students who is staying the same household with a COVID-19 patient must comply the following actions:
 - COVID test and self-quarantine**/ home surveillance** as per instruction given by MOH
 **Self-quarantine/home surveillance is in accordance to the instruction by MOH
 - Report to immediate supervisor/respective faculty/centre/institute lecturer
 - Special leave will be granted upon receiving supporting documentation
 - ERT to take necessary actions immediately
 - Report to Bilik Gerakan for close monitoring

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.my
Faculties/Centre/Institute	Contact List of Faculty / Centre / Division / Department	
Department of Student Affairs	016-2100864 (Hotline) dsa@utar.edu.my	016-2100862 (Hotline) dsa@utar.edu.my

6. 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.

G. COVID-19 Self-Test Kit Information

- Students may purchase the COVID-19 self-test kits at **RM5.00 per kit and limited to two kits per purchase and per week** (subject to the availability of COVID-19 self-test kits) at the following locations:

a. Kampar Campus

No.	Block	Location	Person In Charge
1	Student Pavilion I (Block C)	C102, DSS Office	DSS staff on duty

b. Sungai Long Campus

No.	Block	Location	Person In Charge
1	KB	KB 513, DSS Office	DSS staff on duty

- Payment can be made via:

- Cash – pay directly to the Security staff on duty, OR
- Duit Now QR code, OR
- Via online transfer to:

Account name: **UNIVERSITI TUNKU ABDUL RAHMAN**

Account number: **3118325015**

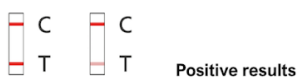
Bank: **Public Bank Berhad**

Note: Show the screenshot of the online banking slip or Duit Now transaction as proof of payment to the UTAR security staff on duty before collecting the test kit.

- How to Administer the COVID-19 Self-Test: <https://youtu.be/iEdftK0kFTM>

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

- COVID-19 Self-Test Result



4. SOP of COVID-19 Self-Test Kit Disposal
 - a. *Place the disposable item into the small biosafety plastic bag provided in the test kit. Zip it well.*
 - b. *Sanitize the area after each test.*
 - c. *Sanitize your hands and the bag before leaving the site.*
 - d. *Lastly, throw the bag into a designated bin.*

H. Reminder

1. All students from Foundation, Undergraduate and Postgraduate students (including EEP) are allowed to enter the campus to 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.
 - b. Avoid the 4Cs (Crowded, Confined, Close Conversation, and Continuous Exposure).
 - c. Practice the 3Ws (Wash and sanitize hands, Wear face masks and Warn).
 - d. Observe appropriate coughing and sneezing etiquette.
 - e. 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. MOH Information:

[Langkah-langkah Memasuki Fasa Peralihan Ke Endemik](#)

[Semakan Semula Langkah Kawalan Semasa Fasa Peralihan Ke Endemik](#) (28 April 2022)

[Daftar Masuk Mysejahtera Tidak Lagi Diperlukan Mulai 1 Mei 2022](#) (27 April 2022)

[CLINICAL GUIDELINES ON COVID-19 VACCINATION IN MALAYSIA FOURTH EDITION](#)

[National COVID-19 Testing Strategy](#)

[New Normal: Life in 2022 – Updated Information to Keep Yourself Safe](#)

IV. MOHE Information:

[Soalan Lazim - Kemasukan Pelajar Institusi Pendidikan Tinggi \(IPT\) Secara Fizikal Bagi Sesi Akademik Tahun 2021/2022 Bermula Pada Mac 2022](#) (14 February 2022)

[Kenyataan Media - KEMASUKAN PELAJAR INSTITUSI PENDIDIKAN TINGGI \(IPT\) BERMULA MAC 2022](#) (10 February 2022)

[Infografik – Kemasukan Pelajar IPT mulai Mac 2022](#) (10 February 2022)

V. Ministry of Defence:

[Kenyataan Media – 1 SOP DAN 9 GARIS PANDUAN DI FASA 'PERALIHAN KE ENDEMIK'](#) (9 March 2022)

VI. COVID-19 Information

[Categories of COVID-19 Cases](#) (28 April 2022)

[Category of COVID-19 Clinical Stages](#) (6 February 2022)