

BPP University Students' Association Bye Law 2: Elections

1 Elected Position

- 1.1 The election of Student President (the "President") will be contested via a cross-centre ballot.
- 1.2 Any University student currently enrolled on a University course who is due to complete their course within 3 (three) months or has completed their course in the last 6 (six) months is eligible to run as a candidate for President.

2 Returning Officer

- 2.1 All elections shall be overseen by the Returning Officer (the "Officer"), who shall be appointed annually by a BPP University (the "University") representative at a meeting of the Independent Board of the Students' Association (the "Board").
- 2.2 The Officer shall not be a current member of the Association, nor shall they have been a member of the Association in the preceding two academic years or a member of staff of the Association.
- 2.3 The Officer is responsible for the proper conduct and administration of elections.
- 2.4 The Officer will establish election rules and a complaints procedure.
- 2.5 The Officer has sole authority to determine a complaint and any resulting actions such as disqualification of a candidate. Such determination shall not be subject to challenge by the Association or its Members.
- 2.6 The Officer has sole authority to determine eligibility of nominations for President.
- 2.7 The Officer has sole authority to interpret this schedule and such interpretations shall not be challenged by the Association or its Members.

3 Nominations

- 3.1 Nominations for President must be received in writing by the candidate to the Association.
- 3.2 Nominations will only be accepted where the candidate has written their full name and has submitted their nomination using their University email address.
- 3.3 Nominations should include a no more than 500-word manifesto outlining how, if elected to President, they would increase student representation, engagement and satisfaction at the University.
- 3.4 Manifesto's will be available for all Members to view on the Association website.
- 3.5 Other Members cannot nominate a candidate.
- 3.6 All candidates must sign to accept the election rules as determined by the Officer.
- 3.7 All candidates must read the Presidents Code of Conduct (Bye Law 3) prior to submitting their nomination, and upon submitting their nomination are deemed to have agreed to the code.
- 3.8 All candidates must disclose any criminal convictions.

- 3.9 All candidates must disclose any disciplinary action taken against them by the University.
- 3.10 Nominations sent from a non-University email address and/or without the required information will be disqualified.
- 3.11 Nominations with poorly developed and/or poorly articulated manifestos will be disqualified.
- 3.12 A notice of valid nominations will be issued.
- 3.13 All elections will include an option for “No Suitable Candidate” or “Re-Open Nominations” at the discretion of the Officer.

4 Campaigning

- 4.1 Due to the distributed nature of the University, candidates are not eligible to campaign beyond their manifesto being shared with all Members via the Association website.
- 4.2 Candidates are not permitted to produce posters, flyers, handouts, podcasts or other written or electronic forms of campaigning material beyond their manifesto.

5 Electoral System

- 5.1 The electoral system used is the first past the post vote system operated in accordance with the Procedures of the Electoral Reform Society of Great Britain and Ireland.

6 Polling

- 6.1 The election for President will take place using Smart Survey as an e-voting system.
- 6.2 Only registered University students will be eligible to vote.
- 6.3 Ballot paper for the position of President will be produced showing the names of all candidate(s) standing in the election.
- 6.4 The ballot paper will clearly display the date and time by which a vote should be returned.

7 Count

- 7.1 The Officer will arrange for the count to take place.
- 7.2 The count will commence only when the Officer has confirmed to the University that any complaints relating to the conduct of the election have been resolved.

8 Declaration

- 8.1 The declaration of President will take place on the Association website by the Officer, who in declaring the President will also confirm the count of all candidates who ran for election.
- 8.2 The Officer will confirm in writing to the University Vice-Chancellor, University Deputy Vice-Chancellor and the Chair of the Board the result of the election.

8.3 By-Elections

- 8.3.1 In the event of a President resigning from office or being required to leave office before their end of term and where more than 3 months of the term remains an election will take place for an Interim President for the remaining period of office. The Interim President can stand for election as President for a further term of 12-months.
- 8.3.2 Any by-election shall be conducted so as to comply with this Bye Law.

9 Document Controls

9.1 Document Approvals

Date	Role/Position	Name
14/11/24	Chair, BPP University Academic Council	Ian Creagh

9.2 Amendment History

Date	Version	Author	Description
14/11/24	1.0	Tim Jones	