

## Election Rules

**Any breach of these rules will result in disqualification from the elections.**

### Conduct

1. All candidates must abide by the Students' Association's policies and procedures including the Equality & Diversity Policy which is available from the Students' Association website and by request from the Returning Officers.
2. Candidates may only criticise other candidates' manifesto pledges and not their personal traits.
3. Candidates must take reasonable steps to ensure that their supporters actions comply with the election rules at all times and must be able to demonstrate this in the event of a complaint against them.
4. Alcohol may not be consumed on the GCU campus.
5. Bribes may not be offered in any form to any person.
6. All candidates and campaigners are responsible for ensuring that in any area they are campaigning that there is freedom of access for any student who needs it and that doors, stairwells and passage ways are not blocked or made difficult to pass through.
7. All candidates and their election agents must attend the Candidate's Briefing or send apologies. Candidates who send apologies must arrange a meeting with the Returning Officer within 24 hours of the original meeting. **Failure to attend this meeting without apologies will lead to automatic disqualification from the elections.**
8. Candidates must attend any further meetings called by the Returning Officer or Deputy Returning Officer during the course of the campaign.

### Campaigning

1. Campaigning may not take place before the close of nominations at 2pm on Friday 10<sup>th</sup> February.
2. All candidates for contested Sabbatical Officer elections may claim back up to £40 of expenses from the Students' Association. All candidates for contested Student Trustee and NUS Conference Delegation elections may claim back up to £10 of expenses.
3. Candidates in Sabbatical Officer elections may also spend a further £50 of their own money. Candidates in Student Trustee and Conference Delegation may also spend a further £15 of their own money.
4. A candidate running for a delegation position alongside another elected role will be allowed the spending limit and expenses for that role plus an additional £5 of claimable expenses.
5. All candidates may make use of social networking websites such as Facebook and Twitter and these will be linked from the Students' Association elections pages if details are supplied to the Deputy Returning Officer.
6. No mailing list may be used for the purposes of the election without the permission of the owner of that list. Ownership of the mailing lists for sports teams, societies and other activity groups is defined as the committee that runs each group.
7. University mailing lists such as class lists and GCU Learn mailings are owned by the university and may not be used – **doing so will not only result in disqualification but also in referral to the university authorities.**
8. Once polling has opened, no campaigning may take place within the Saltire Centre, 24 hour computer lab (NH001), Level 2 of the Students' Association, room NH112 or the foyer of the Hamish Wood building.
9. **No posters, banners or other publicity may be placed in the Saltire Centre at any time.**

10. No candidate may use Students' Association offices, meeting rooms, computers or any other resources not freely available to all students for the purposes of their campaign. For the removal of any doubt, this includes all of level 2 of the Students' Association.
11. Candidates and campaign teams may only alter, move or remove their own campaign publicity.
12. Once a student has begun the process of voting, no candidate or campaigner should make any attempt to speak to them or to influence or interfere with their decision in any way.

#### Expenditure

1. Campaigns may not exceed the budget limit set in the election rules.
2. All candidates must submit a written list of all campaign costs and corresponding receipts to the Returning Officer within one hour of the close of polls. If candidates have not spent any money on their campaign they must make this clear in their submission at this time.
3. **All materials** used by a candidate must be included within their submission with an estimated market value if they have not been purchased for the campaign and/or where no receipt is available.
4. Items freely and readily available to all candidates can be used without the need for submission.

#### Complaints

1. Any complaints regarding the conduct of any candidate or campaigner should be made to the Returning Officers in writing or by email.
2. Any evidence should be submitted alongside the complaint.
3. No complaints will be accepted more than one hour after the close of polls.
4. Complaints will be dealt with at the discretion of the Returning Officers but all will be addressed by the final meeting of the Elections Committee which take place one hour after the close of polls.

If candidates are in any doubt the interpretation of these rules they should ask the Returning Officers for clarification.