

ARTS SU ELECTIONS

26

27

Election Rules

CONTENTS

01	INTRODUCTION TO ELECTION RULES	04
02	CANDIDATE BRIEFINGS	05
03	COMPLAINTS	06
04	ELECTION RULES & GUIDANCE	07
	NOMINATIONS	08
	CAMPAIGNING	09
	BUDGET	10
	COUNTING VOTES & DECLARING RESULTS	
	COMPLAINTS & APPEALS	11

*KEY DATES FOR ARTS SU BY-ELECTIONS***SEPTEMBER - NOVEMBER**

*When Nominations are open, students can put themselves forward for an available role. During this time, they also produce publicity which includes the ideas and principles of their campaigns to show how they will represent students.

Introduction: What are Election Rules?

At Arts, we want to make sure elections remain free, fair, and accessible to all students who want to participate. This means there are a number of rules all candidates must be aware of and follow.

ELECTION RULES

Remember to follow the election rules and report any rule breaking to Arts SU. A copy of the complaint form, rules and guides are available at:
<https://www.arts-su.com/elections>

WHAT ELECTION RULES ARE THERE?

The Elections team deliberately try to keep the rules short and simple to not add any unnecessary work for candidates. However, there are a number of important areas we need to ensure candidates are aware of to keep elections equal:

- **Nominations**
- **Campaigning**
- **Budget**
- **Counting & Declaring Results**
- **Complaints & Appels**

If a student is standing as a candidate in an Arts SU Election, all their conduct must be compatible with election rules.

WE'RE HERE TO HELP!

Make sure you attend an available candidate briefing where the elections team will be able to go over the rules in more detail. If in doubt, don't hesitate to get in touch!
elections@su.arts.ac.uk

HOW CAN I FIND OUT MORE?

This document contains all the election rules for any Arts SU election.

There will be a mandatory candidate briefing for your election, and if you are unable to attend any briefings for whatever reason, you must contact the elections team as soon as possible.

If you have any questions not answered by this booklet, please don't hesitate to get in touch!

CANDIDATE BRIEFINGS

During these elections, we hold a variety of sessions to provide you the necessary information so you feel prepared to take part.

You can find out more and sign up to these sessions by heading to the Elections Hub.

Introduction to Candidate Briefings

Every election the Arts SU elections team run briefing sessions for all candidates standing for an elected position. These briefings aim to communicate the election rules, support candidates with their campaign, and give an opportunity for candidates to meet each other and SU staff before the campaigning period begins.

It is mandatory for all candidates to attend a briefing. If a candidate does not attend any briefings without communicating and, they may have their candidacy withdrawn.

Why is attending a briefing mandatory?

Arts SU Elections aim to be free, fair, and open to all students at UAL, and in order to do so, there are a set of rules that governs the conduct of candidates. Attending a briefing is mandatory to ensure all candidates are aware of the rules for the election before campaigning begins.

What if I am unable to attend?

If you are unable to attend any provided candidate briefings, you must email this to elections@su.arts.ac.uk as soon as possible. The elections team will then be in contact to organise alternative opportunities.

CANDIDATE BRIEFING DATES - TBC

At the time of this publication, the dates for the 2026 Autumn Election Briefings have not yet been confirmed. When confirmed, the briefing details will be emailed to any students already registered as a candidate.

COMPLAINTS

COMPLAINTS FORM

You **MUST** submit your complaint through the online complaint form, which can be found on the Elections Hub on the Arts SU website.

www.arts-su.com/voice/elections/hub/

Should you have any concerns about the conduct of campaigns, you should have evidence that it will impact on the outcome of the vote. If you wish to make complaint about the elections.

SUBMITTING A COMPLAINT

You **must** submit a complaint using the online complaint form with the following information:

WHO YOU ARE

WHAT YOUR COMPLAINT IS

(SPECIFYING WHERE POSSIBLE WHICH RULES HAS BEEN BROKEN)

THE EVIDENCE THAT A RULE HAS BEEN BROKEN

WHAT YOU WOULD LIKE TO SEE AS AN OUTCOME

The Deputy Returning Officer will consider your complaint and may consult others in their decision. You will receive an email with the details of their decision. This will be done as soon as possible but more complicated cases may take some time to investigate.

COMPLAINTS FORM

Returning Officers are appointed to ensure elections are free and fair.

The Returning Officers and elections team can be contacted by emailing elections@su.arts.ac.uk.

DEPUTY RETURNING OFFICER
NICK SMITH

RETURNING OFFICER
NATIONAL UNION OF STUDENTS

NEXT STEPS & APPEALS

All candidates have the right to appeal a decision made to the Returning Officer. The appeal must be made no later than 12pm the day after the decision of the Deputy Returning Officer has been communicated.

You should summarise the appeal in an email sent to elections@su.arts.ac.uk. You must include your grounds for an appeal, what new evidence you have and what you would like to see as an outcome. Any decisions of the Returning Officer are final and cannot be appealed.

ARTS SU ELECTIONS
26 27

Election Rules & Guidance

The following pages are the rules for Arts SU Elections. You can find general information on the Election and how to stand on the Arts SU Website & Elections Guide.

Our general philosophy is candidates are expected to conduct themselves in a way that is fair, reasonable and engage in a positive campaigning experience that help students vote.

We don't believe restrictive rules help the elections process to engage students in discussions about their future experience or help them to vote. As such, we work to ensure our rules are as minimal as possible. Candidates are expected to ensure they and their campaign teams support this.

ELECTION RULES

STANDING FOR ELECTION NOMINATIONS

- 01 To nominate yourself for election, you must complete the online form at www.arts-su.com/elections no later than the close of nominations.
- 02 Your nomination must include your name and student number.
- 03 Postgraduate students who are registered as of the 1st January but whose course may have ceased during the Arts SU Elections will be eligible to apply for any full-time roles.
- 04 No individual may stand for more than one role in the same election.
- 05 At the close of nominations, all candidates are invited to attend a mandatory briefing where Arts SU will explain the election rules and brief candidates on relevant updates. Those unable to attend the briefing must inform the elections team in writing at elections@su.arts.ac.uk

ELECTION RULES

CAMPAIGNING

- 01** Candidates are responsible for the actions of campaigners who support their campaign for election, collectively known as a campaign team.
A campaigner is defined as someone who would be reasonably thought to be acting on behalf of a candidate to further the election of the candidates
- 02** Candidates must take all reasonable steps to ensure their campaigners actions comply with the campaign rules and must be able to demonstrate this in the event of a complaint against them.
- 03** Candidates and their campaigners should only undertake campaign activity which others have equal opportunity to do.
- 04** Candidates and their campaigners should conduct themselves in a way that is respectful to others and must not engage in behaviour which is threatening, harassing or risking the wellbeing and safety of others.
- 05** Candidates and their campaigners must not use University or Students' Union resources to campaign except where explicitly permitted by the DRO.
- 06** Candidates and their campaigners must not state that they (or the candidate they support) have been endorsed by the Union or its staff.
- 07** Candidates and their campaigners must not cast, or attempt to cast a vote on behalf of another student.
- 08** Bribery of voters must not be used as part of any campaign.
- 09** Candidates and their campaigners must adhere to all existing wider laws and rules which govern individual and student behaviour.
- 10** Artificial Intelligence (AI) must not be improperly used.
- 11** Candidates must not falsify evidence.

ELECTION RULES

BUDGET

- 01 The campaign budgets will be set by Arts SU and communicated at the candidates briefing. These will be reimbursed by the Union on the provision of receipts.
- 02 Candidates must not exceed the budget limits.
- 03 Candidates submit a written list of campaign costs with corresponding receipts to the Election team before the deadline provided. If candidates do not spend any money during their campaign, this must be made clear on the submission.
- 04 All materials used by a candidate must be included within their statement of expenditure alongside receipts or a reasonable estimated market value.
- 05 All items not purchased but used for campaign purposes must be valued by the DRO.
- 06 The exception to the above are materials and resources that are available to all e.g., the free use of social media sites and basic stationary found at home.

COUNTING VOTES & DECLARING RESULTS

- 01 The count shall be supervised by the Deputy Returning Officer or their nominee.
- 02 The results of Union voting will only come into effect once the Deputy Returning Officers has certified the result is the accurate outcome of a free and fair process.

ELECTION RULES

COMPLAINTS & APPEALS

- 01 The RO and DRO will take responsibility for interpretation of these rules and Union Bye-Laws.
- 02 For a complaint regarding an alleged breach of the Bye-Laws to be investigated, it must be made in writing using the appropriate online form.
- 03 Complaints should be submitted no later than one hour after the close of voting and must specify clear grounds referencing these rules or the Union Bye-Laws.
- 04 The DRO or RO will investigate the complaint, obtain further evidence, and, where relevant, rule upon the complaint, applying penalties if necessary.
- 05 The DRO or RO's rulings shall take immediate effect.
- 06 Complaints about the count must be made in writing using the appropriate online form before the announcement of results.
- 07 Appeals must be made in writing no later than 12:00 PM on the day after the decision of the DRO or RO has been communicated to the candidates.
- 08 Appeals must specify clear grounds referencing that the interpretation of the election rules is unreasonable, correct procedure has not been followed, that the RO or DRO has been prejudiced, biased or failed to fully consider the available evidence.

A detailed breakdown of the rules and regulations which oversee elections can be found in the Elections Bye-Law available on the Arts SU website.

ARTS SU ELECTIONS

26

27

NOMINATE YOURSELF TODAY!

You can submit your candidacy by going to:

WWW.ARTS-SU.COM/ELECTIONS

THIS IS THE ONLY WAY TO STAND FOR A ROLE.

Any questions should be submitted to

ELECTIONS@SU.ARTS.AC.UK