Step-by-Step Guide to Submitting Your Nomination in the Autumn Elections

1. <u>Log into the Students' Union Website</u> via your University Account. The 'Login' button can be found in the top right corner of the website, and you will then be able to use your University of Stirling Student Login.



2. Nominate yourself via the <u>'Stand' page</u>, by clicking 'Stand in Election'. Nominations for the Autumn Elections are open until 12pm, 30th September 2024.

	AL-ASSAR DE BARANA
Nominatio	ns are open for the 2024 Spring Elections!
Students'	Union Spring Elections 2024
Every year, you and beyond. Fre	elect over 20 Student Representatives to represent all 18,000+ students at Stirling in the next academic year to the University om part-time Volunteer Officers in each of the Zones to four, full-time, paid Sabbatical Officers.
🕇 18 posts are u	ip for election.
★ 18 posts are u	p for election. Jose at 10:00 on Monday 12 February 2024 (in 4 weeks and 5 days)
★ 18 posts are u ③ Nominations o ③ The polls oper	p for election. Jose at 10:00 on Monday 12 February 2024 (in 4 weeks and 5 days) n at 10:00 on Tuesday 27 February 2024 (in 6 weeks and 6 days)
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3. This will take you to the Election Portal where it asks you to confirm your details, and you can agree to the terms and conditions. Before agreeing to the terms and conditions, please ensure you have read and understood the <u>Elections and Referendum Regulations</u>.



Students' Unior	Spring Elections	2024				
Every year, you elect over four, full-time, paid Sabba	Every year, you elect over 20 Student Representatives to represent all 18,000+ students at Stirling in the next academic year to the University and beyond. From part-time Volunteer Officers in each of the Zones to four, full-time, paid Sabbatical Officers.					
() Nominations close at 10:00	on Monday 12 February 2024 (in 4 weel	s and 5 days)				
★ Posts	# Candidates	E Stand	I Profile	.×. Vote	★ Results	
Your details						
Name and contact infor	mation					
Display name *						
	This is how your name	will appear on the ballot form.				
Email address *						
Add email address						
Phone number *						
GAdd phone number						
Trees are used only to contact you about your conducty and are only available to be election advise.						
Terms and Conditions						
Please make sure you read Schedule 2 Election and Referencia Regulations' on the Union's website under Governance, Policy and Planning. Or copy and paste the following link: https://www.strilingstudentsunion.com/pageassets/your- unionolovernance/Schedule 2-Elections-Referencia-Regulations-November-2022 docx						
I appre to the terms and conditions tabled above						
Save						

4. You can save any changes by clicking 'Save'.

Students' Union Spring Elections 2024						
Every year, you elect over 20 Student Representatives to represent all 18,000+ students at Stirling in the next academic year to the University and beyond. From part-time Volunteer Officers in each of the Zones to four, full-time, paid Sabbatical Officers.						
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* Posts	# Candidates	Stand	I Profile	.×. Vote	★ Results	
Your details						
✓ Changes saved.						
Name and contact info Display name * Email address * Add email address Phone number * @Add phone number These are used erly to contact you.	mation This is how your nam this is how your nam about your conductory and are only available to the	will appear on the ballot form.				
Terms and Conditions Please make sure you read 3 union/governance/Schedule- l agree to the terms and conditions of	Schedule 2' Election and Referenda Reg 2-Elections-Referenda-Regulations-Nov tated above	ulations' on the Union's website under Go mber-2022.docx	overnance, Policy and Planning. Or copy a	nd paste the following link: https://www	x stringstudentsunion.com/pageassets/your-	
Save						

5. Once you save your profile, you can scroll down to review which positions you are eligible to stand for.



Review nominations	
You can stand for a maximum of 1 post.	
Posts you can stand for	
Union President	
The Union President is the political lead of the organisation, representing students' interests to University staff, local and national Government and within the National Union of Students.	
Action: Stand	
Sports President	
The Sports President leads the Sports Union, working with all learns and athletes. They also work with the University to improve on-campus sporting facilities, develop learns and individuals and most importantly, #bleedgreen!	
Action: Stand	
Vice President Communities	
The Vice President Communities is responsible for Societies, working with individual Societies to improve their membership and activities, and increasing engagement between the student body and the wider Stirling community. They also work across housing, sustainability and volunteering.	
Action: Stand	
Vice President Education	
The Vice President Education represents the academic interests of students, ensuring that you have a positive learning experience at Stirling. They oversee the academic representative structure of the Union, including the Faculty Officer and Academic R networks.	вр
Action: Stand	
Alternative Pathways Officer	
The Alternative and Pathways Volunteer Officer identifies and organises campaigns to raise awareness of the relevant issues affecting alternative pathways students and to work alongside the Vice President Education, other Education Zone students and Union staff, on projects to better represent alternative pathways students within the Students' Union and build an engaged, active community.	-
	•
lo stand for a position, you can click 'Stand' under the relevant role.	
Review nominations	
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Union President	
2 Unex Devident is the political lead of the organisation, representing students' interests to University staff, local and national Government and within the National Union of Students.	

7. It will then take you to the page where you can then 'Submit Nomination'.

Students' Union Spring Elections 2024

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★ Posts	# Candidates	📋 Stand	Profile	.×. Vote	★ Results	
Stand for Union Pre	esident					



6.

8. Once you have submitted your nomination, you should see your profile update and say 'Your nomination is pending approval'. *This will remain as pending until the nomination period has closed, and the Election Committee have approved all candidates.*

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You can stand for a maximum of 1 post.	
nion President	
Provide the standard of the panisation, representing students' interests to University staff, local and national Government and within the National Union of Students.	ł
Status: Your nomination is pending approval.	
Manifesto: Upload	
Action: Wilhdraw	

9. Shortly afterwards, you should receive an email from the Students' Union confirming we have received your nomination. This will also contain a reminder that you need to <u>complete</u> this form to submit your <u>Officer Code of Conduct</u>. All candidates are required to sign and agree to the Officer Code of Conduct to become a candidate in the Spring Elections.

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10. All candidates are also strongly encouraged to submit a manifesto through the Elections Portal by clicking 'Upload' before nominations close. Nominations close at 12pm, 30th September 2024.

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Status: Your nomination is pending approval.	
Manifesto: Upload	
Action: Willindraw	

11. Once you have clicked 'Upload' under Manifesto, you will be taken to a page where you can upload your Photo, Campaign Slogan, and Manifesto.

Findo Yuo test all space on the Conduction tast as as Orgon Orgon	Back to Review Nominations You can add your manifesto by directly adding text or uploading a document/ image. You may also wish to include a copy of your publicity poster. More information is available on the Candidate Support webpage. If you need any help, please contact Natalie
Segar • Madmum word count is 25. • Sold • Oscillation will appear on the Candidate List and your manifesto page • Madmum word count is 50.	Photo Your photo will appear on the Candidate List and your manifesto page. Choose File: No file chosen Uplicad
050 Yor stopsn will appear on the Cardidate List and your manifesto page. Munifesto Image: Cardidate List and your manifesto page.	Slogan O Maximum word count is 25.
250 Your incigan will appear on the Candidate List and your manifesto page.	
Maximum word count is 500.	0/500 Your slogan will appear on the Candidate List and your manifesto page.
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A Stree	
	A State

12. You may also wish to include a digital copy of your publicity poster as well. You can do so by clicking the 'Image Icon'. You can also use the other buttons to format your manifesto, such as bolding text and using bullet points.





Manifesto	
Maximum word count is 500.	
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13. Once you have finished updating your manifesto, make sure to click 'Save'.



14. You can re-edit your manifesto anytime until nominations close at 12pm, 30th September 2024.

If you have any questions, contact the Elections Team at <u>SUelections@stir.ac.uk</u>.

