**Returning Officer/Deputy Returning Officer**

* The Returning Officer is **Peter Robertson**, Charity Director at the National Union of Students (NUS) who is responsible for the proper conduct of the election and interpreting the election regulations
* The Deputy Returning Officer is **Emma Howes**, Engagement Manager (ARU SU), who is responsible for assisting the Returning Officer in the execution of their duties and acting up in their absence

**Nominations**

* Students are only able to stand for one role
* Candidates must be registered students
* Nominations must be submitted by **12:00 (midday) Thursday 22nd February 2024**

**Requirements**

* Candidates must submit a manifesto of a minimum of 10 words alongside a photo by **12:00 (midday) on 22nd February 2024**
* Manifestos will be checked by a nominee of the Deputy Returning Officer to confirm compliance with the Equality, Diversity and Inclusion Policy.
* All candidates must complete an eligibility form: <https://form.jotform.com/233253090170345> This must be submitted by **12:00 (midday) 22nd February 2024**
* Candidates must have completed a 1:1 meeting or call with member of the SU staff team by **12:00 (midday) 22nd February 2024**

**Campaigning**

* Candidates should respect property of Anglia Ruskin University and ARU Students’ Union at all times
* Candidates must comply with the Elections Regulations and any additional rules imposed by the Deputy Returning Officer

**Expenses**

* Candidates standing for an Officer role are allocated a budget of £75
* Candidates must stick to the budget and keep proof of all expenditure. The expenses form can be found here: [Candidate Forms (angliastudent.com)](https://www.angliastudent.com/represent/election/candidateshub/otherforms/) and must be returned by **2pm on 7th March 2024**

**Balloting**

* Balloting shall be from **9am on Friday 1st March** to **2pm on Thursday 7th March 2024**
* Students can vote for all full-time roles
* Candidates will be ordered by random selection
* The election is held in accordance with the Alternative Vote (AV) system see www.electoral-reform.org.uk/alternative-vote

**Complaints**

* Candidates should submit any complaints regarding the election online, see [www.angliastudent.com/election/complaints/](https://www.angliastudent.com/represent/election/complaints)
* Candidates should state which regulation has been broken, by whom and include any evidence
* Complaints must be submitted by **3pm on 7th March 2024**

**Count**

* The count will be take place as close as possible to **3pm on 7th March 2024** and will be conducted by a nominee of the Returning Officer
* Candidates should submit any complaints regarding the count online, see [www.angliastudent.com/election/complaints/](https://www.angliastudent.com/represent/election/complaints)
* Complaints regarding the count must be submitted by **3pm on 14th March 2024**

**Emma Howes, Deputy Returning Officer**

**November 2023**