

Part B - Elections Timetable

The table below is the schedule of events for the elections timetable. These dates are accurate at the time of print. Dates, times and information are liable to change at the discretion of the returning officer and Elections Committee.

Date	Description	Actions
6 th Feb to 10 th Feb (inclusive)	<p>10:00 Nominations Open - As part of the nominations process you will be required to bring with you, your proposer and your seconder. All will be required to provide valid student ID cards with correct Students Union NUS affiliation sticker on the reverse.</p> <p>Nominations will not be accepted unless three valid student ID cards are provided and the Union Permanent Secretary (or their nominee) is satisfied with the nomination form.</p> <p>The Union Permanent Secretary (or their nominee) has the right to refuse any nomination at their discretion.</p> <p>16:00 Nominations Close - Nominations will not be accepted after 16:00 on these days</p>	<ul style="list-style-type: none"> • Bring Completed Nomination form • Bring Valid Student ID • Bring Proposer and Seconder (both with Valid Student ID) • Bring Printing Artwork for photocopying
11 th Feb to 12 th Feb (Inclusive)	The Union Office is Closes for the weekend.	
13 th Feb to 15 th Feb (inclusive)	<p>10:00 Nominations Open - As part of the nominations process you will be required to bring with you, your proposer and your seconder. All will be required to provide valid student ID cards with correct Students Union NUS affiliation sticker on the reverse.</p> <p>Nominations will not be accepted unless three valid student ID cards are provided and the Union Permanent Secretary (or their nominee) is satisfied with the nomination form.</p> <p>The Union Permanent Secretary (or their nominee) has the right to refuse any nomination at their discretion.</p> <p>16:00 Nominations Close - Nominations will not be accepted after 16:00 on these days</p>	<ul style="list-style-type: none"> • Bring Completed Nomination form • Bring Valid Student ID • Bring Proposer and Seconder (both with Valid Student ID) • Bring Printing Artwork for photocopying
16 th Feb	10:00 Nominations Open - As part of the nominations process you will be required to bring with you, your	<ul style="list-style-type: none"> • Bring Completed Nomination form • Bring Valid Student

	<p>proposer and your seconder. All will be required to provide valid student ID cards with correct Students Union NUS affiliation sticker on the reverse.</p> <p>Nominations will not be accepted unless three valid student ID cards are provided and the Union Permanent Secretary (or their nominee) is satisfied with the nomination form.</p> <p>The Union Permanent Secretary (or their nominee) has the right to refuse any nomination at their discretion.</p> <p>12:00 Printing Deadline Students must submit their poster printing artwork to the Students Union Reception by 12:00 (noon) to guarantee that it will be ready for collection at the first candidates meeting. Candidates who do not meet this deadline will need to check with the Union Reception Staff (after the first candidates meeting) when their printing is due for collection. It is advised to produce material on black and white as this reproduces well when photocopied on coloured paper.</p> <p>16:00 Nominations Close - Nominations will not be accepted after 16:00 on this day</p>	<p>ID</p> <ul style="list-style-type: none"> • Bring Proposer and Seconder (both with Valid Student ID) • Bring Printing Artwork for photocopying before 12:00
17 th Feb	<p>10:00 Nominations Open - As part of the nominations process you will be required to bring with you, your proposer and your seconder. All will be required to provide valid student ID cards with correct Students Union NUS affiliation sticker on the reverse.</p> <p>Nominations will not be accepted unless three valid student ID cards are provided and the Union Permanent Secretary (or their nominee) is satisfied with the nomination form.</p> <p>The Union Permanent Secretary (or their nominee) has the right to refuse any nomination at their discretion.</p> <p>16:00 Nominations Close - Nominations will not be accepted after 16:00 on this day</p> <p>Ratification of Nominations Elections Committee will meet after the nominations close to ratify the nominations of all candidates Students will be informed by telephone and emailed by 22:00 of their confirmation as a candidate in the Executive Elections and will also be informed of the time of their label manifesto designing session which will take place on either Saturday</p>	<ul style="list-style-type: none"> • Bring Completed Nomination form • Bring Valid Student ID • Bring Proposer and Seconder (both with Valid Student ID) • Bring Printing Artwork for photocopying before 12:00

	18 th February 2011 or Sunday 19 th February 2011	
18 th Feb to 19 th Feb (Inclusive)	<p>11:00 – Elections Media Days Candidates have an opportunity to design their manifesto which will be published in a special elections edition of Label.</p> <p>Candidates are recommended to bring any artwork or text content with them to their designing session. Times will be given to candidates once ratified on Friday 25th February.</p> <p>It is the candidate’s responsibility to ensure they know the time of their designing sessions and come well prepared. Candidates will have an opportunity to record a thirty second manifesto video which will appear online.</p>	<ul style="list-style-type: none"> • Bring artwork and content on a USB stick for LABEL manifesto • 30 Second Speech for LSUTV manifesto • 150 words of manifesto and jpg photo for web page and posters
MON 20 th Feb	<p>18:00 – First Candidates Meeting All candidates must attend the first candidates meeting, which will be held at the Students Union upstairs in the Council Chambers. Candidates are required to be on time to all candidates meetings.</p> <p>When the meeting is closed the elections campaigning has began and campaigning is allowed to start. No campaigning is allowed prior to this.</p> <p>Candidates should also bring any additional validation material to the first candidates meeting (including T-shirts)</p> <p>Poster Dash Begins.</p>	<ul style="list-style-type: none"> • Bring Pen and paper • Bring additional campaign material requiring validation e.g. T-Shirts, stamps, banners etc. • Names of 2 people for guest list during Executive Elections
TUE 21 st Feb	<p>20:00 – Second Candidates Meeting All candidates must attend the all candidates meeting, which will be held at the Students Union upstairs in the Council Chambers. Candidates are required to be on time to all candidates meetings.</p>	<ul style="list-style-type: none"> • Pen and paper
THU 23 rd Feb	<p>19:00 – Candidates Quiz (informal Hustings) All candidates must attend all hustings. Hustings are an opportunity for students to hear candidates manifesto points and ask questions.</p> <p>Candidates will be required to give a two minute speech which will be followed by questions from the current post holder. After this, the floor will have the opportunity to ask candidates questions. If a candidate is unable to make a hustings or will be unavoidably late they must let the Acting Returning Officer know in writing and by phoning</p>	<ul style="list-style-type: none"> • Two Minute Speech • Casual Dress

	In at least 24 hours in advance of the hustings.	
SUN 26 th Feb	<p>16:00 – Third Candidates Meeting All candidates must attend the all candidates meeting, which will be held at the Students Union upstairs in the Council Chambers. Candidates are required to be on time to all candidates meetings.</p> <p>17:00 – LCR Hustings Candidates will be given a schedule .</p>	<ul style="list-style-type: none"> • Pen and paper
TUE 28 th Feb	<p>16:00 – Candidate Withdrawal Deadline Candidates wishing to withdraw from the Executive Elections must have submitted a Withdrawal Form (C4) and submitted this to the Returning Officer by this deadline.</p> <p>17:30 - Fourth Candidates Meeting All candidates must attend the all candidates meeting, which will be held at the Students Union upstairs in the Council Chambers. Candidates are required to be on time to all candidates meetings.</p> <p>19:00 –Union Formal Hustings All candidates must attend all hustings. Hustings are an opportunity for students to hear candidates manifesto points and ask questions.</p> <p>Candidates will be required to give a two minute speech which will be followed by questions from the current post holder. After this, the floor will have the opportunity to ask candidates questions. If a candidate is unable to make a hustings or will be unavoidably late they must let the Acting Returning Officer know in writing and by phoning In at least 24 hours in advance of the hustings.</p>	<ul style="list-style-type: none"> • Smart Dress • 2 minute Speech • Questions on opponents manifestos
SUN 4 th Mar	<p>19:00 - Firth Candidates Meeting All candidates must attend the all candidates meeting, which will be held at the Students Union upstairs in the Council Chambers. Candidates are required to be on time to all candidates meetings.</p>	<ul style="list-style-type: none"> • Pen and Paper
MON 5 th Mar	<p>10:00 – Voting Opens (Day One) Students can now vote online at www.lufbra.net/elections</p>	
TUE		

6 th Mar	<p>Voting (Day two) Students can now vote online at www.lufbra.net/elections</p>	
<p>WED 7th Mar</p>	<p>Voting (Day three) Students can now vote online at www.lufbra.net/elections</p> <p>17:00 - Voting Closes Students can no longer vote in the Executive Elections</p> <p>17:15 – Sixth Candidates Meeting All candidates must attend all candidates meetings, which will be held at the Students Union upstairs in the Council Chambers. Candidates are required to be on time to all candidates meetings.</p> <p>18:15 – Candidates Dinner Candidates are invited to attend a final dinner to celebrate the end of the Executive Elections 2011.</p> <p>21:30 – VIP Results Night Party Candidates are expected to be in the VIP Results Night Party by 21:30.</p> <p>24:00 – Results Announced The results of the Executive Elections 2011 will be announced on the Room 1 Stage. Candidates must be present for the announcement of the results.</p>	