

# Student Body of Technische Universität Berlin

## The Student Election Committee (Studentischer Wahlvorstand)

TU Berlin, Der Studentische Wahlvorstand,  
Sekt. TK 2, Straße des 17. Juni 135, 10623 Berlin

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### I. ELECTION NOTICE

#### Student Parliament elections, summer semester 2017

Pursuant to resolutions it passed on 05 December 2016 and 6 April 2017 the student election committee (*Studentischer Wahlvorstand*) of the student body of Technische Universität Berlin hereby serves notice that elections to the 38th Student Parliament (*Studierendenparlament*) will be held in the summer semester of 2017 in accordance with Sect. 4 of the ballot regulations governing elections to the institutions of the student body at the Technische Universität Berlin (WahlOStud).

The elections will be conducted in accordance with Sect. 18, Sub-sect. 3 of the Berlin Higher Education Act (Berliner Hochschulgesetz – BerlHG) in its revised version of 26 July 2011 (GVBl. p. 378), in accordance with Sect. 48 BerlHG and the regulations governing election principles at institutes of higher education in Berlin (Hochschul-Wahlgrundsätze-Verordnung – HWGVO) as valid on 26 August 1998 (GVBl. p. 249) and also in accordance with the ballot regulations governing elections to the institutes of the student body at the Technische Universität Berlin (WahlOStud) as valid on 25 January 2005 (AMBl. TU Nr. 7/2005, p. 235).

Pursuant to Sect. 11 WahlOStud, eligible voters will be asked to cast their votes in ballot boxes, though absentee voting will be permitted provided a corresponding application is filed.

#### Timeframe

- Tuesday, 02 May to Friday, 26 May 2017: electoral roll will be on display at the office of the central election committee (Geschäftsstelle des Zentralen Wahlvorstands), room H 2507.
- 26 May 2017, 3:00 p.m.: deadline for submission of party list nominations and election newspaper articles to the office of the central election committee (Geschäftsstelle des Zentralen Wahlvorstands), room H 2507.
- Monday, 03 July to Friday, 07 July 2017: polling days at the assigned polling stations.

#### Composition of the committee to be elected

The Student Parliament comprises 60 members.

#### Election Principles (Sect. 2 HWGVO and Sect. 3 WahlOStud)

The election will be held in accordance with the principles of personalised proportional representation. Under personalised proportional representation, voters choose a list and cast their vote by placing a cross next to the name of an applicant listed on the ballot or they enter the name of another applicant on the list in the empty space provided and place their cross next to this name. The vote that is cast applies to both the applicant and the list to which this person is affiliated. Seats are apportioned across the entire list in proportion to the total number of votes cast, using the largest remainder method (Hare/Niemeyer). In the event of a tie (two equal percentages), the chair of the election committee will draw lots.

#### Eligibility for voters and candidacy (Sections 3, 4 and 5 HWGVO)

All (full-time) students enrolled at Technische Universität Berlin are eligible to vote in the Student Parliament election.

#### Viewing the electoral roll (Sect. 5, Sub-sections 2 to 4 WahlOStud)

In the run-up to the election, the electoral roll can be viewed from 15 May to 26 May 2017 at the office of the central election committee (Büro des Zentralen Wahlvorstandes), room H 2507, during (the usual) office hours (9:00 a.m. to 12:00 p.m. and 2:00 p.m. to 3:00 p.m.).

All eligible voters may submit their objections to the electoral roll, along with any evidence supporting their objection, to the office of the central election committee in writing by 3:00 p.m. on 26 May 2017. The election committee will inform the objecting party/parties of their decision.

## **Party list nominations and election newspaper articles (Sect. 6, Sub-sect. 5, and Sect. § 9 WahlOStud)**

- Deadline for submissions: 26 May 2017, 3:00 p.m.
- Receiving office: office of the central election committee (Geschäftsstelle des Zentralen Wahlvorstands), room H 2507, Straße des 17. Juni 135, 10623 Berlin
- Format: Use only current pre-printed forms issued by the student election committee (Studentischer Wahlvorstand)

IMPORTANT: use the current forms, which can be obtained from:

- office of the central election committee (Geschäftsstelle des Zentralen Wahlvorstands, H 2507),
- in the student union (AStA) (TK 113) and
- online: <http://www.studvw.tu-berlin.de>

### **Minimum number of applicants (Sect. 6, Sub-sections 1 and 4 WahlOStud)**

A party list nomination must comprise at least 5 applicants. It must be backed by at least 10 eligible voters, whereby the applicants' consent also counts as backing for the party list nomination. Each applicant and each backer must sign in their own hand as proof of their consent to the party list nomination.

Each applicant may only apply for one party list nomination. Applicants whose names appear on several party list nominations will be removed from all party list nominations.

### **Key word (Sect. 6, Sub-sect. 2 WahlOStud)**

The party list nomination must be identified by a key word comprising no more than 35 characters. The key words used on the lists must be clearly identifiable to avoid any confusion.

Where the key words are similar or can be easily confused, the party list nomination that was entitled to use this key word during the previous election will be given first option. If the key word had not been used during the previous election, the party list nomination that first submitted the key word will be given first option. In cases of doubt, the student election committee (Studentischer Wahlvorstand) will have the final say. Party list nominations may also be sent additionally in digital form to the Student Election Committee (Studentischer Wahlvorstand). The same deadline applies.

### **Election newspaper (§ 9 WahlOStud)**

The student election committee (Studentischer Wahlvorstand) will publish an election newspaper. In addition to the party list nominations and any election newspaper articles that may have been submitted, the newspaper will contain general information on the election procedure as well as details of where the polling stations are located and when they will be open.

### **Verification and publication of the party list nominations (Sect. 7 WahlOStud)**

The election committee decides on which party list nominations are admissible. Party list nominations that fail to satisfy the stipulations of Sect. 6 WahlOStud, or which are ambiguous, will not be accepted.

If several party list nominations are submitted, the chair of the election committee will draw lots to determine the order in which the party list nominations are listed. All accepted or rejected party list nominations will be posted on the bulletin board of the Student Election committee (Studentischer Wahlvorstand): behind the foyer in the main building, in the left-hand corridor leading to the student cafeteria (Mensa).

Objections to any of the accepted party list nominations must be submitted in writing to the office of the central election committee (Geschäftsstelle des Zentralen Wahlvorstandes), room H 2507, within three working days (deadline: 3:00 p.m.) of the party list nominations being announced. If the deadline falls on a Saturday, Sunday or bank holiday, it will be carried over to the next working day.

### **Absentee voting (Sect. 13, Sub-sect. 1 and Sect. 14, Sub-sect. 1 WahlOStud)**

Each eligible voter is entitled to file an application with the election committee for an absentee ballot.

Voters applying for an absentee ballot will receive the absentee ballot documents from the election committee in the post. Absentee ballots must be submitted to the election committee or to an election supervisor (at

one of the polling stations) before the deadline for the election closes, i.e. by no later than 4:15 p.m. on 07 July 2017. When applying for an absentee ballot, please take into account the postage and processing times! Applications for absentee voting can be submitted in free form and will be accepted at any polling station before the close of the election at 4:15 p.m. on 07 June 2017 (postal vote at the polling station).

### Polling days for balloting / polling stations

The polling stations listed below will be open daily from 9:45 a.m. to 4:15 p.m. on 03 July to 07 July 2017. An official identification document and the student card must be shown before casting a ballot.

#### Regular polling stations:

<b>Monday, 03 July to Friday, 07 July 2017</b>		
<b><u>Ballot stations in the foyer of the main building</u></b>		
<b>(in front of cafeteria "Wetterleuchten") open throughout from 9.45 a.m. to 4.15 p.m.</b>		

**Additional "mobile ballot boxes"** (postal vote only): open from 9:45 a.m. to 4:15 p.m.

Day	Location	Address
<b>Monday, 03 July until Thursday, 06 July</b>	<b>Mensa, Hardenbergstraße</b>	Hardenbergstraße 34, 10623 Berlin
<b>Tuesday, 04 July and Wednesday, 05 July</b>	TIB-compound, <b>TIB 13B</b> in front of Lecture halls A and B	Gustav-Meyer-Allee 25, 13355 Berlin
<b>Thursday, 06 July</b>	University library TU & UDK ( <b>BIB</b> ) in the foyer	Fasanenstraße 88, 10623 Berlin

#### Declaration and publication of the election results (§ 16 WahlOStud)

The local election supervisors will notify the election committee of the number of votes cast in person or by absentee ballot at their respective polling stations.

The task of handling absentee ballot documents, counting the votes cast and of declaring the election result is performed by the student election committee (Studentischer Wahlvorstand) with the help of polling officers, and is supervised by the central election committee (Zentraler Wahlvorstand) of the Technische Universität Berlin.

The vote count and the declaration of the election result are open to the public. They will take place in room H 2036 from 6 p.m. on 07 July 2017 and will – if required – be continued at the same venue from 10:00 a.m. on 11 July 2017. As soon as it is known, the preliminary election result will be posted on the bulletin board of the Student Election Committee (Studentischer Wahlvorstand), behind the foyer in the main building, in the left-hand corridor leading to the student cafeteria (Mensa). The official result will be announced once decisions have been reached on any challenges to the election results.

#### Tenure

After the official result has been determined, the tenure of the members elected to the Student Parliament will begin on the day that the 38th Student Parliament is convened, but no later than 30 days thereafter, with the term being suspended during the semester break between the 2017 summer semester and 2017/2018 winter semester. It will end when the subsequent Student Parliament convenes for its tenure.

Berlin, 2 May 2017

*The student election committee (Studentischer Wahlvorstand)*