Important Information About the 2019 University Elections to Be Held on 9 July
(Abridged version of the election notice dated 15 March 2019)

The following seats for representatives of all groups on the SENATE and the FACULTY BOARDS of the University of Würzburg are up for election:

- For members of the University’s teaching staff:
  6 seats on the Senate
  and
  12 seats each on the Faculty Boards of the Faculty of Medicine and the Faculty of Human Sciences as well as
  6 seats each on the Faculty Boards of the other Faculties

- For members of the University’s academic staff:
  1 seat on the Senate
  and
  4 seats each on the Faculty Boards of the Faculty of Medicine and the Faculty of Human Sciences as well as
  2 seats each on the Faculty Boards of the other Faculties

- For members of the University’s other staff:
  1 seat on the Senate
  and
  2 seats each on the Faculty Boards of the Faculty of Medicine and the Faculty of Human Sciences as well as
  1 seat each on the Faculty Boards of the other Faculties

- For members of the University’s student community:
  2 seats on the Senate
  and
  4 seats each on the Faculty Boards of the Faculty of Medicine and the Faculty of Human Sciences as well as
  2 seats each on the Faculty Boards of the other Faculties

The term of office of the newly-elected committee members starts on 1 October 2019 and ends on 30 September 2021; the term of office of the newly-elected members of the University’s student community ends on 30 September 2020.

ELIGIBILITY TO VOTE AND STAND FOR ELECTION

Each member of the University who is a member of the group in question on the closing date of the electoral register is eligible to vote and stand for election. The electoral register will close on 11 June 2019. Only those individuals who are on the electoral register can exercise their right to vote and stand for election, and only those individuals who are on the electoral register of a particular Faculty can exercise their right to elect the representatives of their group, or stand for election as a representative of their group, on the Faculty Board of that Faculty.

POLLING CARD

All individuals on the electoral register will be sent a polling card; an application to vote by post will be attached to that card. Their polling cards will tell voters which body and the representatives of which group they are entitled to elect and will let them know at which polling station they should vote. Voters can vote only at the polling station named on their polling cards.

The English text in this document is intended solely as a convenience to non-German-reading students and staff members. Any discrepancies or differences that may arise in the translation of the official German version shall not be legally binding.
**ELECTORAL REGISTER**

A hard copy of the electoral register can be viewed at the Electoral Office of the University (Wahlamt, room 107, Sanderring 2) on **6 June, 7 June, and 11 June 2019** from 9:00 to 16:00.

Eligible voters who find their names missing from the electoral register or have noticed that their electoral register details are incorrect as well as eligible voters who have noticed that the electoral register includes individuals who are not eligible to vote have until **12 June 2019** to file a written request for the correction of the electoral register with the Election Administrator (Wahlleiter).

**NOMINATIONS**

Nominations from eligible voters will be accepted by the Election Administrator from **24 April to 7 May 2019, 16:00**. Late nominations **will not be accepted**. A list of accepted nominations will be posted in the showcase in the hall near the east entrance into the University building at Sanderring 2 (across from rooms 104/105) no later than 25 June 2019.

Nominations must be in writing and made separately for each body and each group.

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**Nomination forms** are available from the Offices of the Deans of the Faculties, the Council of Student Representatives (Sprecher- und Sprecherinnenrat, Hubland Campus), and the Electoral Office of the University (room 107, Sanderring 2). All eligible voters are invited to submit nominations.

Detailed information about the nominations process is provided in the election notice, which has been posted on notice boards throughout the University.

**VOTING IN PERSON**

Polling stations will be open from **9:00 to 17:30** on **Tuesday, 9 July 2019**. Their polling cards will tell voters where to vote. **No proxy can vote on a voter’s behalf, and voters will be asked to show valid photo ID.** Wherever possible, voters should bring their polling cards.

**VOTING BY POST**

Voters may vote by post. Eligible voters who wish to vote by post must request for their ballot papers to be sent to them by post or handed over to them in person; that request must be addressed to the Election Administrator. Applications to vote by post must have been received by the Election Administrator by **25 June 2019, 16:00** at the latest if a voter wants his/her ballot papers to be sent to him/her by post or by **2 July 2019, 16:00** at the latest if a voter wants to collect his/her ballot papers in person.

Marked ballots must have been received by the Election Administrator by **9 July 2019, 17:30**. Late ballots will not be counted. If a note was made in the electoral register that a particular voter was sent his/her ballot papers by post or collected them in person, the **only** way that voter will be allowed to vote is **by post**.

**ADDITIONAL INFORMATION**

1. If requests or nominations must be submitted before a particular **deadline**, that deadline ends at **16:00** on the indicated end date.

2. A copy of the election rules and regulations has been posted in the showcase in the hall near the east entrance into the University building at Sanderring 2 (across from rooms 104/105).


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