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Ballot Regulations of the Student Body of the Georg August University Göttingen (UrabO)

Section I

The Ballot

§ 1 Basic principles

- (1) These regulations govern the conduct of ballots of the student body within the framework of the provisions of the Organisational Statutes of the student body of the Georg-August University of Göttingen (OrgS).
- (2) In all other respects, the provisions of the Election Regulations of the Student Body (StudWO) shall apply accordingly to the ballot.
- (3) ¹It is possible to conduct the ballot digitally if the election committee decides so and the Election Statutes of the student body provide for this. ²Their provisions on the conduct of digital elections shall apply mutatis mutandis.

§ 2 Election Committee

- (1) The student Election Committee according to § 2 subsection 2 StudWO, hereinafter referred to as Election Committee, monitors the regularity of the ballot and is responsible for the ballot in cooperation with the ballot management.
- (2) The Election Committee decides on questions of doubt regarding the ballot and the counting of votes, declares the result of the ballot and decides on objections.
- (3) The Election Committee decides on objections against administrative acts of the ballot organs.

§ 3 Ballot management

- (1) The President of the Student Parliament shall be in charge of the ballot management. He or she shall be responsible for the proper preparation and conduct of the ballot.
- (2) The ballot committee shall determine the timetable for the preparation of ballots with the deadlines for interpretation, objections and submission in consultation with the Election Committee, insofar as the latter is not responsible.
- (3) Pursuant to § 4 subsection 6 OrgS, the ballot committee shall normally call upon the AStA to carry out its tasks.
- (4) The ballot committee may appoint representatives from the student body to coordinate the tasks in the ballot locations.
- (5) The ballot management and the local delegates may appoint ballot assistants from the student body to supervise the ballot and to count the ballots.

§ 4 Voters' register

- (1) Only those members of the student body who are registered in the Voters' Register may vote.
- (2) Those entitled to vote need not be notified in writing of their entry in the Voters' Register.

§ 5 Election-parallel and non-electoral ballots

(1) Urabstimmungen sind nach dem Zeitpunkt ihrer Durchführung zu unterscheiden.

(2) Urabstimmungen, die parallel zu Wahlen zum Studierendenparlament stattfinden, werden als wahlparallele Urabstimmungen bezeichnet. Sonstige Urabstimmungen werden als wahlunabhängige Urabstimmungen bezeichnet.

§ 6 Publication

(1) The ballot management shall announce the ballot to the university public by means of a ballot announcement. The announcement of the ballot must state:

a) the invitation to vote with reference to the ballot period, the ballot locations or website and the times of day for voting as well as the type of voting,

(b) the text of all motions put to the ballot,

(c) an indication that each motion must be answered "yes" or "no",

(d) the arrangements for voting and postal voting, including the deadline for postal voting requests.

Notices of non-electoral ballots shall also state:

(e) the invitation to inspect the Voters' register in accordance with § 21(3), indicating the possibility of lodging an objection, the time limit for lodging an objection and the place and time for lodging objections,

f) the invitation to submit a declaration of affiliation pursuant to § 21 subsection 4 within the objection period.

Announcements of ballots parallel to the election must also state:

g) the indication that the Voters' register for the ballot corresponds to the Voters' register for the election to the Student Parliament,

h) the indication that the ballot will be held in parallel with the election to the Student Parliament and, if applicable, other elections in the polling station.

(2) The announcement must begin at least three weeks before the beginning of the ballot period and extend at least up to and including the last day of the ballot period.

§ 7 Summary of motions for ballot

(1) If several motions which do not affect each other are to be put to a ballot, they shall be put to a ballot in the same period (combined ballots).

(2) Motions that touch each other may not be combined in one ballot. In this case, the Election Committee shall decide on the further procedure. In principle, the motions shall be put to the vote in the order in which they are received in accordance with § 8 subsection 2 or in the order in which they are registered as an item on the agenda for a meeting of the student parliament.

§ 8 Proposal for a ballot

(1) An application for a ballot according to § 4 subsection 1 lit. a OrgS must be signed by the required number of members of the student body within six weeks. The reference figure shall be the number of eligible voters according to the most recently compiled Voters' Register; the cut-off date shall be the beginning of the signing period.

(2) The application shall be registered in writing with the President of the Student Parliament in accordance with subsection 7. A responsible person from the student body must be named.

(3) For the collection of signatures, the signature form to be provided by the president of the student parliament is to be used in unchanged form; copying is permitted. The motion to be put to the ballot is to be printed on each page. Furthermore, the forms are to be designed in such a way that the signatories must enter their surname, first name, date of birth, semester address and the date of signature in addition to their signature. A signature without the correct and complete indication of these data shall be invalid; this shall be pointed out on the form.

(4) The signature period begins with the handing over of the form by the president of the student parliament to the person responsible according to subsection 2, sentence 2.

(5) The signature lists shall be submitted to the President of the Student Parliament within the signing period and shall be subjected to appropriate verification by the President. As soon as the required quorum according to Paragraph 1 has been reached, the President shall convene the Student Parliament to deal with the motion.

(6) If the student parliament passes the motion, no ballot shall be held on the motion.

(7) The question in motions according to § 4 subsection 1 lit. a in conjunction with § 4 subsection 3 OrgS shall therefore be formulated in such a way that the applicants consider their request to be fulfilled if the student parliament answers the question in the motion positively by passing a corresponding resolution.

(8) If the student parliament does not pass a resolution in the sense of subsection 7, the president shall call the corresponding ballot.

§ 9 Timing of ballots

(1) Ballots may only be held during the lecture period on lecture days.

(2) The ballot period may not be in the first two weeks and not in the last week of the lecture period.

(3) Ballots shall be held no earlier than four weeks after the last ballot was held.

§ 10 Voice count value

Each person entitled to vote shall have one vote for each motion put to the ballot.

§ 11 Ballot paper

(1) The ballot papers to be used in the ballot shall exclusively contain the question defined in the motion or resolution according to Article 4 subsection 3 OrgS and the possibility to mark the decision exclusively with "yes" or "no".

(2) In the case of combined ballots, different ballot papers shall be used for the different questions according to subsection 1. The ballot papers of different proposals shall be distinguishable by colour. In the case of a digital vote, this may be deviated from if necessary.

§ 12 Invalid votes

(1) Votes shall be invalid if the ballot paper is

a) is recognisable as not having been produced by the ballot management,

b) does not contain a mark,

c) does not show the will of the voter beyond doubt,

d) contains an addition or reservation.

(2) In the case of postal voting, several ballot papers contained in an envelope shall be deemed to be one ballot paper if they are identical or only one of them is marked; otherwise they shall count as invalid votes. If the envelope is empty, this shall count as an invalid vote.

(3) The vote of a person entitled to vote who has voted by ballot paper shall not be invalidated by the fact that they leave the student body before or on the day of voting or loses their right to vote.

§ 13 Ballot papers to be rejected

(1) In the case of postal voting, ballot papers shall be rejected if

- a) the absentee ballot has not been received in time,
- b) no ballot paper or no valid ballot paper is enclosed in the ballot paper envelope,
- c) neither the ballot paper envelope nor the ballot paper envelope is sealed,
- d) the ballot paper envelope is not accompanied by a ballot paper envelope,
- e) the ballot paper envelope contains several ballot paper envelopes but not an equal number of valid ballot papers,
- f) no ballot envelope specified by the election administration has been used,
- g) a ballot envelope has been used which obviously deviates from the others in a manner endangering the secrecy of the ballot or which contains an object that can be clearly felt,
- h) the postal voter has violated the postal voting regulations and therefore it is not ensured that his or her ballot paper can be placed in the ballot box without prior inspection.

(2) The senders of rejected ballot papers shall not be counted as voters; their votes shall be deemed not to have been cast.

§ 14 Count

The Election Committee or the local student delegates shall count the votes cast immediately after the end of voting, with the assistance of ballot assistants from the student body. ²In the case of a digital vote, this may be deviated from if necessary.

§ 15 Detection of the ballot result

(1) The Election Committee shall detect, on the basis of the results of the counting, as the result of the ballot, separately for each motion put to the ballot

- (a) the number of those entitled to vote,
- b) the number of those voting,
- c) the number of invalid ballot papers,
- d) the number of valid votes,
- e) the number of "yes" and "no" votes,
- f) the result or non-result of the ballot, taking into account § 4 subsection 4 OrgS,
- g) if the resolution is passed, the corresponding resolution.

(2) The ballot committee shall immediately announce the result of the ballot to the university; in doing so, the possibility of lodging an objection shall be pointed out, stating the deadline for lodging an objection and the office where an objection is to be lodged.

(3) If a motion pursuant to Article 4, subsection 2, sentence 2, OrgS has been adopted by the ballot, the corresponding resolution shall not enter into force until the day after its publication in the Official Notices of the University. This shall be pointed out in the announcement pursuant to subsection 2.

§ 16 Announcements

(1) The Election Committee shall decide on the form of the university public announcements of the ballot management. The decision shall be made public to the university.

(2) 1The university-public announcements shall be made at least by means of suitable notices in the Central Lecture Hall Building (ZHG), the Central Dining Hall, the Mathematical Institute, the Faculty of Forest Sciences and Forest Ecology and the North Dining Hall. 2 If one of the posting locations according to sentence 1 is temporarily cancelled, the student parliament may decide on a substitute location, which is to be announced publicly at the university.

(3) In the case of postings, the announcement shall be deemed to have been made on the day on which the posting was made at the designated posting locations. Starting from this date, a prescribed notice shall last at least one week. If the notice contains deadlines for objections or other deadlines, the posting may not be terminated before the expiry of the deadlines. Short interruptions of the posting, which are not caused by the ballot organs, shall not be taken into account in the calculation of the posting period.

§ 17 Ballot examination

(1) The ballot may be challenged by written objection, which must state the reasons, within one week of the announcement of the ballot result. The objection may not be based on the incorrectness of the voters' register. Objections to the ballot shall be submitted to the ballot management and, together with its opinion, shall immediately be submitted to the Election Committee for decision.

(2) The Election Committee may at any time initiate a review of the ballot.

(3) A ballot shall be repeated if violations of electoral law have affected or may have affected the result of the ballot. If a repetition of the ballot is necessary, the Election Committee shall determine this.

Section II

Election-parallel ballots

§ 18 Voters' register of election-parallel ballots

The Voters' Register for the election of the Student Parliament shall apply as the Voters' Register for election-parallel ballots. In particular, for members of the student body who are enrolled in subjects of several faculties, their declaration of affiliation to a faculty for the election also applies to the ballot.

§ 19 Absentee ballot for election-parallel ballots

Members of the student body to whom the university hands out or sends the postal voting documents for the election to the student parliament shall also be sent the corresponding documents for the election-parallel ballot, if available.

§ 20 Conducting ballots parallel to the elections

(1) The period of an election-parallel ballot corresponds to the period of the election of the student parliament.

(2) When electing the student parliament, the members of the student body shall also vote on the motions submitted for the election-parallel ballot.

Section III

Non-electoral ballots

§ 21 Voters' register of Non-electoral ballots

(1) Non-electoral ballots shall be conducted on the basis of a Voters' Register of the student body for the semester in which the ballot period falls. The Voters' Register lists the members of the student body with their matriculation number, surname, first name and faculty affiliation.

(2) The Voters' register shall be drawn up on the basis of the University's template. The template for the Voters' register shall be created once for all non-electoral ballots of the respective semester by the University within two weeks of request. If a member of the student body is enrolled in subjects of several faculties, all these faculties shall be listed.

(3) The Voters' Register of non-electoral ballots shall be made available for public inspection by the student body in copies or excerpts together with the ballot regulations on at least five, as a rule consecutive, lecture days for a closed period of at least three hours between 10 am and 4 pm. In the announcement of the ballot, the members of the student body shall be invited to inspect the voters' register and shall be informed of the period and place of inspection. The display period may begin at the earliest with the start of the announcement of the ballot.

(4) A member of the student body who is enrolled in subjects of study of several faculties may, during the objection period pursuant to subsection 5, determine in which faculty he or she wishes to exercise his or her right to vote by submitting a declaration of affiliation to the ballot management; reference shall be made to this in the announcement of the ballot. If no declaration of affiliation has been submitted after expiry of the objection period, the allocation shall be made according to the first major subject.

(5) Any member of the student body may lodge a written objection against the content of the entry or against a non-entry in the voters' register with the ballot management. If an objection is raised against the entry of a third party, the latter shall be informed of the objection by the ballot management and shall be involved in the further proceedings. The objection period may end no earlier than two weeks before the start of the ballot period, but not before the end of the display period, and must be stated in the announcement of the ballot. If a member of the student body lodges an objection because of an entry which concerns him/herself, the Election Committee may remedy the objection by means of a provisional decision. The Election Committee shall make a final decision on the objections after the deadline for objections has expired. The decisions shall be communicated to the objectors as well as to the third parties to be involved by the ballot committee, if the provisional decision of the ballot committee, which had remedied the objection, is not merely confirmed.

(6) After the decision on the objections, the Election Committee shall establish the Voters' register, at the latest one week before the beginning of the ballot period.

(7) Any member of the student body may inspect the Voters' register even after the end of the display period.

(8) Repeats of ballots may take place on the basis of a Voters' register established in the same semester without interpretation and objection procedures.

(9) There shall be no entitlement to subsequent entry in the Voters' register after expiry of the objection period.

§ 22 Postal voting for non-electoral ballots

(1) Every member of the student body may make use of the possibility of postal voting for non-electoral ballots if he or she applies for this in writing to the ballot management within the period stipulated in the election notice. The deadline may not be earlier than one week before the beginning of the ballot

period. Eligibility to vote must be verified. After an absentee ballot notice has been entered in the Voters' register, the absentee ballot papers shall be handed out or sent. Postal voting documents are

a) the ballot papers with one ballot paper envelope each, which shall indicate the proposal submitted for the ballot,

b) the ballot paper,

c) the ballot envelope,

d) the absentee ballot explanation.

(2) Postal voters shall bear the postage costs.

§ 23 Conduct of non-electoral ballots

(1) The ballot management shall determine the period of the ballot, the ballot areas, the ballot locations and the ballot times within the framework set by the Election Committee.

(2) The non-electoral ballot shall take place within one calendar week on at least three consecutive days, which must belong to the lecture period, as a rule Tuesday to Thursday. On at least three days of the ballot period, it must be possible to vote at least between 10 am and 4 pm.

(3) Each faculty shall be assigned to one voting area for the entire voting period.

(4) The polling stations shall be set up for at least one polling day.

(5) Each polling station set up for a polling day shall be allocated to a polling area for that polling day. At least one polling station shall be allocated to each polling area on each polling day.

(6) The polling areas and polling places shall be set up in such a way that on at least three days of the polling period at least one polling place is set up in one of the buildings at the Humanities Centre (central campus), in the University Hospital and in one of the buildings in the northern area of the University.

Section IV

Final provisions

§ 24 Entry into Force

These Election Regulations shall enter into force on the day following their publication in the Official Notices of the Georg-August University of Göttingen.