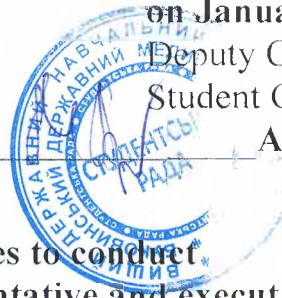


Approved by
Student Government,
Bukovinian State
Medical University

on January 15, 2021

Deputy Chairman of
Student Government

Anastasiya MATIASHOK



**The rules to conduct
elections of the representative and executive organs
of BSMU Student Government**

1. The main principles to conduct elections to representative and executive organs of BSMU Student Government

1.1. Elections to representative and executive organs of BSMU Student Government are conducted on the basis of the Regulations «On Student Government at BSMU».

1.2. According to the Regulations «On Student Government at Bukovinian State Medical University» elections to representative and executive organs of Student Government are organized and conducted by **the Student Election Board** (further - **SEB**).

1.3. The Student Election Board appoints the Chairman and Secretary.

1.4. The form of work of SEB is a meeting convoked by the Chairman, and in case of his/her absence – by the Secretary.

1.5. SEB meeting is considered to be authorized in case more than a half of its members are present.

1.6. Students, SEB members, have the rights: to be members of student district election board who organize preparation and conduction of elections to representative and executive organs of Student Government; to get and distribute information concerning preparation and conduction of elections to representative and executive organs of Student Government.

1.7. Members of the Student Election Board are not allowed to act in any way or tell the facts which enable to determine the declaration of intent of a particular student-voter.

1.8. Nobody has the right to interfere in the work of the Student Election Board.

1.9. In order to secure publicity the Student Election Board: provides the possibility for students to learn the lists, election programs of candidates to the position of the Student Government Chairman, members of the Student Government, Student Dean, the Student Government Chairman of the BSMU Professional College, information about candidates; explains to the students the order of voting including the order of filling in ballot papers; give publicity to the results of the appropriate elections.

1.10. All the SEB decisions are made public on the official web-site of the Student Government.

1.11. SEB decision passed within its power is compulsory to be implemented.

1.12. Applications, complaints and other documents received by SEB are considered during three days since the day they were received.

1.13. Acts and records of SEB proceedings are written in cases stipulated by the conduction of elections to representative and executive organs of Student Government. The act of the record of proceedings is signed by the Chairman and Secretary of SEB and sealed.

1.14. SEB members are not allowed to campaign "for" or "against" candidates during elections.

1.15. SEB members do not claim the right to occupy any election position in representative and executive organs of BSMU Student Government.

2. Students are free to participate in elections. Every student-voter votes personally. Voting instead of other persons or giving voting right to any other person is prohibited.

3. Voting is secret. To control the declaration of intent of students-voters, to determine or tell the declaration of intent of any voter is prohibited.

4. The subjects of the election process to representative and executive organs of Student Government are a student-voter, the Students Election Board, which prepare and conduct elections; students who want to participate in elections of all the levels, an observer, district election boards.

5. Preparation and conduction of elections stipulated by the Regulations are open to public.

7. Student election stations

7.1. Preparation of the organization and conduction of voting, vote count of students are carried out at the student election stations formed by the Student Election Board.

7.2. Student election stations are created by the Student Election Board according to the order stipulated. Every student election station has its address of premises for voting and location (address of the premises) of the district election board.

8. Student district election boards.

8.1. Nobody has the right to interfere in the work of the Student District Election Board.

8.2. Student District Election Boards provide organization of preparation and conduction of elections within appropriate student election stations; they are temporary for the moment of elections to representative and executive organs of Student Government.

8.3. Student District Election Board appoints the Chairman, Deputy Chairman and Secretary.

8.4. The form of work of District SEB is a meeting convoked by the Chairman, and in case of his/her absence -- by the Secretary.

8.5. District SEB meeting is considered to be authorized in case more than a half of its members are present.

8.6. The meetings of the Student District Election Board including those of vote count, determination of the results of voting, can be attended without permission or invitation of an appropriate board only by the SEB members, candidates, official observers from the candidates to the position of Student Dean, Student Government Chairman of the BSMU Professional College, members of the Student Government, Chairman of the BSMU Student Government.

8.7. The Student District Election Board can make a decision concerning deprivation of right to be present during its proceedings a candidate, official observer in case they

illegitimately prevent from its holding. Such a decision is passed by no less than two thirds of the Board members.

8.8. The decision of the District Student Election Board after it is considered and discussed during the proceedings is passed by open voting by the majority of the Board members. The decision of the Board becomes operative since the moment it is passed.

8.9. During the proceedings of the District Student Election Board at the day of voting and during vote count in particular, the decision is passed by no less than two thirds of the Board members.

8.10. The District SEB decision passed within its power is compulsory to be implemented.

8.11. Applications, complaints and other documents received by the District SEB are considered during three days since the day they were received.

8.12. Requirements to the records of proceedings of the District Student Election Boards on vote count are stipulated by the SEB.

8.13. SEB makes acts and records of proceedings. The act of the Board certifies a certain fact or event found and recognized by the Board. The record of proceedings of the Board summarizes certain actions implemented by the Board.

8.14. District SEB members are not allowed to campaign “for” or “against” candidates during elections.

8.15. District SEB members do not claim the right to occupy any election position in representative and executive organs of BSMU Student Government.

9. Lists of voters

9.1. To prepare and conduct direct secret voting to representative and executive organs of the Student Government the SEB makes preliminary lists of students-voters from the Faculties and BSMU Professional College indicating the year of studies.

9.2. The preliminary list of students-voters is made on paper in one copy. Its every page is certified by the Faculty Dean’s signature, Director of the BSMU Professional College, and sealed, and then it is submitted to the Student Election Board.

9.3. SEB invite students (not later than 10 days before elections) to student election stations, the form of invitation is approved at the meeting.

9.4. A student-voter has the right to learn the preliminary list of voters in the premises of the District Student Election Board and check accuracy of the information in it.

10. Information support of the elections

10.1. Information contained in the documents submitted to SEB for registration of candidates is open. Information concerning the candidates registered can be published on the official web-site of the Student Government.

10.2. Information support of the elections includes informing voters about the premises for voting, date and time of voting; procedure of voting and the way to fill in a voting paper.

11. Election propaganda

11.1. Election propaganda can be carried out in the following way: organization of student meetings (on-line), debates, discussions, “round tables” concerning the principles of election programs of candidates to any positions in representative and executive organs of the Student Government; make election propaganda public in published and other means including social networks; dissemination of leaflets, posters etc.

11.2. Election propaganda is initiated by a candidate the next day after SEB made a decision concerning the registration of this candidate (candidates).

11.3. Election propaganda is prohibited the day before and at the day of elections.

12. Official observers

12.1. Official observers from candidates to the positions of Student Dean, the Chairman of the BSMU Professional College Student Government, members of the Student Government, the BSMU Student Government Chairman can participate in the election process.

12.2. A student-voter can be an official observer. Members of SEB and the District Student Election Boards cannot be official observers.

12.3. Students – official observers – get their plenary power since the day of their registration in SEB.

12.4. SEB has the right to interrupt plenary power in case the facts of rough or systemic violations of the Regulations on elections to representative and executive organs of the BSMU Student Government (further Regulations) are found.

13. Preparation and conduction of voting

13.1. SEB provides preparation, supply to student election stations and storage of voting papers and other election documents.

13.2. Voting is carried out in the premises with separate polling booths for secret voting, the places for giving voting papers and election boxes are determined. Student District Election Boards are responsible for arrangement of the premises for voting.

13.3. SEB applies to the University Administration with request to provide premises for a certain date and time for organization of work and conduction of voting according to the Regulations, and to give essential aid in arrangement.

13.4. The premises of student election stations must keep to the Regulations and adopted requirements concerning sanitary and technical standards. The arrangement standards of premises of the student election station are established by the Student Election Board.

13.5. The places where voting papers are given, entrance and exit from the polling booths for secret voting, election boxes must be within sight of the District Student Election Board members and persons who can be present in the premises for voting according to the Regulations.

13.6. Every student election station is provided with essential number of election boxes; the use and storage of election boxes is regulated by the SEB.

14. Storage of election and other documents

14.1. The Student Election Board keeps election documents (records of proceedings of the SEB, voting papers etc.) in the premises of the Student Government.

14.2. The records of the District Student Election Boards about vote count of students-voters at the student election stations, about results of voting, voting papers, lists of voters, acts, applications, complaints concerning violations of the Regulations during voting and vote count, other records and decisions of the District Student Election Boards are kept during two years since the day of the official declaration of the poll of appropriate elections; then they are destroyed according to the due process of law.

Chairman of the Student Election Board
Penyuk Maryna Viktorivna

