BSBI
School of Business and Innovation

BSBI Student Council Elections Process

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BSBI Policy

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Step 1: Elections announcement

Students will receive an email from BSBI about election week shortly after classes begin. The email will contain crucial information about the election process, the Student Council representative's role, and the election date for each class. To encourage the election, posters will be displayed throughout the campus, and the Student Council Presidents will visit classes a week before the election to explain the role of a Student Council representative. The representative's tenure is indefinite, but re-election may be requested if the representative is inactive or if the class makes a request. Any student who follows the student policies and procedures, has good attendance and payment records, is eligible to run for the position of class representative.

Step 2: Nominations

Want to put your name forward for nomination? Great! You can do this one of two ways:

1. Send an email to studentcouncil@berlinsbi.com with your name, student ID number, programme and a few words on why you want to be the voice for your class.
2. Follow the link of the online form that was shared in the election announcement email and fill it out.

We will send you a confirmation that your name is on the ballot paper. There can be a maximum of five nominations per class.

Step 3: Campaigning

To increase your chances of winning, nominated students are encouraged to campaign for their votes by speaking with their classmates. They can also post a copy of their campaign pledge or share it on BSBI's social media platforms to encourage more students to vote for them.

Step 4: Voting

On election day, the Student Council Presidents will come to your class to carry out the elections. Nominees will have one minute to make their final plea for votes from their classmates.
The Student Council Presidents will hand out ballot papers, all you need to do is check the box of the person you want to be your class representative and then hand it in. The votes will be verified by the Student Council Presidents immediately so that the winner can be announced without delay.

Step 5: Meeting the council

After all elections have concluded, the Student Council Presidents will add the names and details of newly elected council members to the Class Representatives list. Then, the council will hold an internal meeting to welcome the new members, define their objectives, and assign council tasks such as Head of Social Media, Finance, Clubs, and Logistics. During this initial meeting, the new class representative will sign forms confirming their status and responsibilities. Once all details have been finalised, the information must be sent to Student Services to update the Student Council section of the website with photos and brief introductions of the new members.

Step 6: Electing the Student Council Presidents

The Student Council holds presidential elections in bi-annual affairs. All class representatives are encouraged to participate and compete for the position. The Head of Student Services will announce the election through an email and provide instructions on how to nominate yourself.
The election process, campaigning, and voting are similar to that of the class representative election. However, only Student Council members are eligible to vote in the presidential election, while all students can attend the event. The results will be announced immediately after the votes are counted. It's important to note that the Student Council President must have been an active member for at least three months.

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