

Election Announcement
For the election of the 19th Student Parliament
and the Autonomous Foreigners Department of the TU Dortmund University 2025

(Please note that the English translation is there to provide accessibility but only the
German version is legally binding!)

Content

1. The Electoral Committee.....	2
2. Election period, type of election and access to the voting system	2
3. Bodies to be elected and eligibility to vote	3
3. a. <i>Student Parliament</i>	3
3.b. <i>Autonomous Foreigners Department</i>	4
4. Election proposals.....	4
4.a. <i>Student Parliament</i>	5
4.b. <i>Autonomous Foreigners Department</i>	6
5. Election advertising	7
6. Election newspaper	8
7. Register of voters	9
8. Absentee vote.....	9
9. Drawing of the order of the lists and order of candidates.....	9
10. Counting of votes.....	9
11. Announcement of the election results	10
12. Scrutiny of elections	10
13. Meeting of the new student parliament and the Autonomous Foreigners Department ...	10
14. Availability of documents.....	11

1. The Electoral Committee

The student parliament of the constituted student body of TU Dortmund University elected the following members of the election committee at its meeting on 02/04/2025 (MM/DD/YYYY).

Leon Gerigk, Jacob Linnemann, Beyzanur Bayrak, Ayse Döngel, Victoria Hilpert

The Election Committee was constituted by the Presidium of the Student Parliament on 02/06/2025. At the constituent meeting, Leon Gerigk was elected as election director and Jacob Linnemann as deputy election director.

The address of the election committee and the election management is:

**Die Wahlkommission
c/o AStA TU Dortmund
Emil-Figge-Str. 50
44227 Dortmund**

The e-mail address of the election committee and the election management is:

wahlkommission@asta.tu-dortmund.de

Further information on the Electoral Committee and the election, such as the current document templates, can be found at:

<https://stupa-dortmund.de/stupa-wahlen/>

The Electoral Committee for the election of the student parliament is also the Electoral Committee for the election of the Autonomous Foreigners Department in accordance with the statutes of the Autonomous Foreigners Department.

2. Election period, type of election and access to the voting system

By resolution of the student parliament of 02/04/2025, the elections to the student parliament will take place from 05/26/2025 to 06/05/2025.

According to the statutes of the Autonomous Foreigners Department, the election for this department takes place together with the elections to the student parliament.

The elections will be held in electronic form in accordance with the resolution of the Student Parliament of 02/04/2025.

An election notification with the access options for the voting system will be sent separately via e-mail.

For those eligible to vote who do not the option of voting electronically, it will possible to vote online on working days excluding Saturday at the General Students' Committee (AStA), Emil-Figge-Straße 50, between 10 am and 2 pm. The opening hours of the AStA must be observed.

3. Bodies to be elected and eligibility to vote

3. a. Student Parliament

The student parliament of the constituted student body at TU Dortmund University is elected. The student parliament consists of a maximum of 35 members.

Students who are enrolled as regular students at TU Dortmund University on 04/18/2025 have the right to vote and stand for election; secondary students and guest students are not entitled to vote (§3 Wahlordnung).

Elections are based on electoral lists, which can be formed freely. The internal structure of the electoral list must follow democratic principles.

Each student has one vote.

Of the total number of seats to be allocated, each electoral list is allocated as many seats as it is entitled to in proportion to the votes it receives according to the Sainte-Laguë maximum number method (divisor method with standard rounding).

The seats on each electoral list according to the above procedure are allocated according to the number of votes of the individual candidates within the electoral list. In the event of a tie between several candidates on an electoral list, or if several candidates do not receive a vote, the order of the candidates on the electoral list shall decide the order of rank.

If there is a tie between several electoral lists, the election management decides by drawing lots which electoral list is to be allocated the seat.

3.b. Autonomous Foreigners Department

The Autonomous Foreigners Department of the constituted student body of the TU Dortmund University is elected. The Autonomous Foreigners Department consists of a maximum of five speakers.

Foreign students who are enrolled as regular foreign students at the TU Dortmund University on 04/18/2025 have the right to vote and stand for election. Persons who have already been speakers for the Autonomous Foreigners Department three times are excluded from the right to stand for election. Cross-registered students and guest students are not entitled to vote.

The election is a personal election; students with the right to vote have five votes with which up to five candidates can be elected. It is not possible to accumulate votes.

The five candidates who have five different nationalities and have received the most votes are elected (five-country rule). If, taking into account the five-country rule, there is no woman / man among the elected speakers, the woman / man with the highest number of votes will be elected as the fifth member, in which case the five-country rule must also be taken into account first. If there are five or fewer candidates, the five-country rule is suspended.

If it is not possible to decide which person is elected due to a tie, the election committee decides by drawing lots.

4. Election proposals

The deadline for submitting election proposals (and other documents) is **Monday, April 28th 2025 at 12 pm noon** (not midnight).

Optionally, the election committee is available for the personal submission of election proposals (and other documents) at the AStA on the following dates: Friday, April 25, 2025, between 12:30 pm and 2:00 pm and Monday, April 28, 2025, between 11:00 am and 12:00 noon.

The announcement on the approval of the nominations is made on the website of the Electoral Committee.

4.a. Student Parliament

Every eligible voter can nominate themselves or other eligible voters for election.

An irrevocable declaration by each candidate stating that he or she has agreed to be included in the election proposal (declaration of consent) must be submitted with the election proposal. The declaration must be in writing i.e. signed by hand.

A candidate may not be included in several election proposals.

The election proposal must contain at least the surnames, first names, addresses, the e-mail address assigned by TU Dortmund University and the matriculation numbers of the candidates, as well as election for which it is to apply. The nomination must also state the name of the electoral list. The length of the name of the electoral list must not exceed 70 characters (including spaces and special characters).

A person of trust and a deputy should be named in each election proposal. Each election proposal requires the handwritten signature of the person of trust and their deputy in the paper version.

In addition, the election proposal must include the following information: Surnames, first names, addresses, the e-mail address assigned by TU Dortmund University and the matriculation numbers and the designating election. It must be sent in electronically evaluable (copyable¹) form to the e-mail address of the election committee. A signature in this version is not required. In the event of deviations, the list submitted in paper form applies.

Forms are published on the Electoral Committee website. The documents created for the 2025 election must be used.

Election proposals and declarations of consent must be submitted to the election committee **by 04/28/2025 at 12:00 noon by letter in a sealed envelope addressed to the election committee**. It is recommended to hand in the letters during the AStA's opening hours.

The digital submission of the copyable election proposals is also required by 04/28/2025 at 12:00 noon. A digital submission of the declarations of consent is not required.

¹ Copyable means that the text should be copyable from the document by the electoral committee. Accordingly, the form should not be submitted as "printed" PDF or as an image.

4.b. Autonomous Foreigners Department

Anyone can nominate themselves or other eligible voters for election. The nomination is made informally by email to the election committee².

A declaration of candidacy must be submitted in due time for the election proposal. The declaration of candidacy must be in writing and is irrevocable.

The declaration of candidacy must contain at least the surname, first name(s), address, the e-mail address assigned by TU Dortmund University, matriculation number, gender and nationality(ies) of the candidate, as well as election for which it is to apply.

In addition, the declaration of candidacy must include the following information: Surname, first names, addresses, the e-mail address assigned by TU Dortmund University, matriculation number, gender and nationality(ies) in electronically analyzable (copyable³) form the e-mail address of the election committee. A signature on this version is not required. In the event of deviations, the declaration submitted in paper form applies.

Forms are published on the Electoral Committee website. The documents created for the 2025 election must be used.

Declarations of candidacy must be submitted to the election committee **by 04/28/2025 at 12:00 noon by letter in a sealed envelope addressed to the election committee**. It is recommended to hand in the letters during the AStA's opening hours.

The informal election nominations and the digital submission of the copyable declarations of candidacy are also required by 04/28/2025 at 12:00 noon.

² Informal here means that an e-mail is written without a form:

"I would to run for the AAR myself / I would nominate... for the AAR." (or similar) The formal declaration of candidacy can be attached directly or sent separately. Please note that it must be submitted both digitally (copyable) and printed out (signed).

³ Copyable means that the text should be copyable from the document by the electoral committee. Accordingly, the form should not be submitted as a "printed" PDF or as an image.

5. Election advertising

Election advertising may be put up at the earliest two weeks before the first day of voting. It must be completely removed no later than one week after the end of the election.

The setting up of voting booths is permitted for the entire election period. The following areas on campus are available for this purpose:

- Area in front of the EF50
- Area in front of the Audimax
- Area in front of the HGII
- Area in front of the SRG1
- Area in front of the MBIII and the associated square
- Area in front of the south entrance of the canteen

The allocation of the above-mentioned locations to the candidate lists is carried out by the election committee. Inquiries regarding the allocation of places should be addressed directly to them.

The following instructions must be observed when placing posters:

- Posters may only be displayed in buildings on the designated display areas or notice boards. Posters may not be displayed on other surfaces inside buildings (e.g. walls, doors, pillars or similar surfaces).
- Posters can be put up on the advertising pillars in the outdoor area. Here too, space is allocated by the Election committee. In addition, posters can be displayed along the main traffic routes on campus by setting up poster stands. Posters may not be placed on facades, railings, signposts or similar locations.
- Posters may be attached to lanterns on campus provided that they are attached using plastic cable ties only. The function of the lights must not be restricted. Posters must be completely removed no later than one week after the end of the election. A special use permit must be obtained from the City of Dortmund for posters on lampposts in public traffic areas outside the campus.
- Election advertising is reserved exclusively for the lists and candidatures approved for the election. Advertising by political parties or organizations that are not running in the StuPa elections is not permitted.

All electoral lists admitted to the election are provided with a fixed amount to cover the costs of their election advertising. The Election committee will determine the maximum amount of costs to be covered when the election proposals are announced. For candidates of the Autonomous Department, the costs will be reimbursed to an appropriately reduced extent (§8 Abs 2 Wahlordnung). Costs cannot be reimbursed without a receipt.

6. Election newspaper

The election committee publishes an election newspaper in accordance with the election regulations.

Submissions will be accepted until the end of **May 8, 2025**. In accordance with Section 9 (4) and (5) of the Election Regulations all contributions must identify a person responsible for the contribution in accordance with the State Press Act. Without a person responsible under press law or in the case of clearly anti-constitutional content, the contribution will not be published.

Contributions can be submitted via e-mail to the address of the election committee. If mails are rejected by the mail servers due to oversized attachments, Sciebo, for example, is available. The resulting download link must be sent to the Electoral Committee. Contributions submitted via cloud services must be available for at least one week after the submission deadline.

The technical specifications for contributions from lists and candidates are as follows: The lists for the student parliament each have a double page in DIN A4 format (i.e. two adjacent DIN A4 pages in portrait format). For individual candidacies for the Autonomous Foreigners Department, one space is available in DIN A5 landscape format. Therefore, up to 2 candidates from the autonomous department are presented on one A4 page in the election newspaper.

The contributions should be presentable in the highest possible quality and will also be published online. It is up to the candidates to decide on the file format and whether double pages are provided as a printed sheet or as two single pages. We particularly recommend the file formats PDF or TIFF with a resolution of 300 dpi.

The election newspaper is published exclusively in digital form.

7. Register of voters

Electoral rolls are drawn up separately for the bodies to be elected.

A check of your personal data can be carried out in the period from 04/25/2025 to 05/03/2025 during the opening hours of the AStA, on the premises of the AStA. Note that the 05/03/2025 is a Saturday, so although it is a working day, the AStA is not open.

The accuracy and completeness of third-party data can only be checked by voters if they can provide credible evidence that the voter register is incorrect or incomplete.

Objections to the accuracy of the electoral roll can be submitted to the Electoral Committee in writing or for recording within the display period. As a rule, the Electoral Committee will decide on the objection without delay, but by 05/04/2025 at the latest.

Persons who are not registered on the electoral roll are not entitled to vote.

8. Absentee vote

According to the election regulations, there is **no** option for absentee voting due to the electronic voting system.

9. Drawing of the order of the lists and order of candidates

The drawing of the order of the lists for the parliamentary elections and the order of the candidates for the Autonomous Foreigners Department will take place in a public meeting of the election committee on May 6, 2025 at 12 noon in the AStA, Emil-Figge-Straße 50.

Further details will be announced with the invitation to the meeting.

10. Counting of votes

Immediately after the end of the election, a first university-public count will be carried out. Details will be announced with the election notification.

11. Announcement of the election results

The election results will be announced on the premises of the AStA and on the homepage of the TU Dortmund University Student Parliament (<https://stupa-dortmund.de/> or on subordinate pages) by 06/09/2025 at the latest.

12. Scrutiny of elections

Any eligible voter may file an objection to the validity of the election within 14 days after the announcement of the election results. The objection must be submitted to the election committee in writing or for the record, stating the reasons. Objections regarding the validity of the election shall be decided by the newly elected parliament.

13. Meeting of the new student parliament and the Autonomous Foreigners Department

The election director invites the newly elected student parliament and the newly elected Autonomous Foreigners Department to the constituent meetings.

The constituent meeting of the student parliament will take place on Wednesday, 06/25/2025 at 5 p.m. in HS1 Emil-Figge-Straße 50.

The constituent meeting of the Autonomous Foreigners Department will take place on 06/25/2025 at 6:30 p.m. in the AStA seminar room Emil-Figge-Straße 50.

14. Availability of documents

Documents, templates, and protocols will be made available online at:

<https://stupa-dortmund.de/stupa-wahlen/>

and its subpages.

Best regards

Leon M. Gerigk

(Election director of the election committee 2025)

Dortmund, 27.03.2025