

Huddersfield Students' Union's Election Campaigning Guidance

Hello!

So, you're interested in running in our next Officer Election – brilliant news!

This guidance document has been produced to help you run an election campaign that follows our election rules and gives you some top tips and key dates.

If you need any further help or have questions, please contact the team at

su.elections@hud.ac.uk

Key Dates

Here are the key dates for our next Officer Election.

Date	Activity
Friday 28 th November 2025	Applications open
Friday 6 th March 2026	Applications close
W/C 9 th March 2026	Candidate Briefing & Training
Tuesday 24 th March 2026	Voting
Thursday 26 th March 2026	Elections results night
1 st July 2026	Elected Officers start their roles

Early Campaigning

You can start announcing your intention to run in the next election, whenever you wish. This involves starting your campaign whenever you wish to, too.

There are just a few things to remember:

1. Check to make sure you're eligible to be part of the election – you can find this in the 'candidates' section of the Election Rules & Guidance below.
2. Make sure you apply to be part of the election, when applications open – see the key dates. You won't be on the ballot paper unless you apply.
3. Decide which position you're going to apply for – you can only apply for one position. Officer Job Packs can be found on our website: [Huddersfield SU Elections @ Huddersfield Students' Union](#)
4. You follow this guidance sheet, including making sure you understand the rules.

Election Rules & Guidance

Students at the University of Huddersfield value loyalty and respect. All campaigning will reflect these values, enabling a free and fair election to take place. It is not possible to provide a set of rules and regulations that cover every potential scenario that could happen during an election campaign; however when investigating conduct, incidents or complaints, the Deputy Returning Officer and Returning Officer will make a judgement based on the following ethos:

Huddersfield Students' Union's Election Campaigning Guidance

All candidates must conduct themselves in a manner that reflects the values of the Students' Union, our equal opportunities policy, and the [code of conduct of the University](#).

Candidates must treat other candidates, students, staff and members of the public with respect and must not undermine the fair and democratic running of elections. Intimidating behaviour, perceived or otherwise, will not be tolerated.

The elections will be overseen by the Deputy Returning Officer, who will be a senior member of Students' Union staff. For the next election this will be Danny Levick, Head of Student Experience (d.levick@hud.ac.uk)
All appeals will be considered by the Returning Officer, who will be allocated by the NUS.

Both individuals are empowered to investigate any matters related to the election, infringement of election rules or complaints regarding candidate conduct, including historical conduct.

All candidates must attend a compulsory briefing session with the Deputy Returning Officer and confirm that they have received and understood these rules. This will be after the application deadline.

All candidates must sign a declaration form confirming their eligibility to be a Trustee. Failure to do so will result in their automatic removal from the elections process. Again, this will be after the application deadline.

Candidates

Candidates must be a registered student at the University of Huddersfield or have successfully completed their studies within the prior 3 calendar months of the elections result.

Candidates must complete the academic year by 1st July 2026, or may be required to suspend their studies. Candidates may seek to take resit exams or assessments during the summer period (June, July and August), however may be expected to take annual leave to complete these.

Candidates are required to have valid leave to remain in the UK until 26th June 2026. More information and guidance can be found here: [UKCISA - international student advice and guidance - Students' union sabbatical officers](#)

Students who have been withdrawn from the university or found to have breached their visa conditions are not eligible to stand; any breaches up to and including 1st July 2026 may result in disqualification.

Huddersfield Students' Union's Election Campaigning Guidance

Candidates must disclose any past actions or comments (including on social media) that could potentially and reasonably lower the reputation of the Union or the University if elected.

Campaigning – in the lead up to and during the election.

Permission must be obtained from the University before placing any posters/banners around the campus. This can usually be obtained from School Offices.

Candidates must remove all campaign materials from campus within two hours of voting closing.

To respect the needs of students, all campaigning is forbidden in the Faith Centre (Jo Cox More in Common Centre) and in the library, inclusive of foyers and receptions.

Candidates and campaigners must not touch any electronic voting device (such as phone, tablet or laptop) and allow votes from personal devices to be cast in secret. Under no circumstances must votes be cast on a voter's behalf. Any students experiencing issues while voting should be referred to a member of Students' Union Staff.

All candidates will be held liable for the actions of anyone acting on their behalf during the elections.

Candidates must not form a team with other candidates to run a joint campaign. This includes having joint branding, names or posters.

Any students supporting a candidate must register as a campaigner, this process will be managed online and will include confirmation that students understand the rules of the election. Candidates must not have more than 10 campaigners at any given time. Campaigners must be a registered student at the University of Huddersfield, unless at the discretion of the Deputy Returning Officer.

Digital Campaigning

All online communications should follow the [University Student Social Media & Communications Policy](#).

Whilst candidates and their campaign teams may send emails and utilise social media, they must not make use of official University mailing lists or internal Students' Union mailing lists. The use of Microsoft Teams, Zoom and other platforms is permitted, but all communications must remain in line with all University policy.

Finances

Candidates may spend (no more) than £20 on campaign resources, this will be reimbursed (upon production of receipts) by the Students' Union.

Huddersfield Students' Union's Election Campaigning Guidance

Candidates must provide a clear, itemised breakdown of all costs associated to their campaign including all receipts to the Deputy Returning Officer within 2 hours of voting closing.

Candidates may not accept monetary or material sponsorship from any source to assist with their campaign.

Endorsements

Candidates can be endorsed by Students' Union societies or clubs on the proviso the society/club committee has voted in favour of supporting your campaign (candidates are not permitted to take part in this vote)

Complaints

Any student member of the Students' Union can submit a complaint if they believe a candidate's behaviour during the elections is in breach of these rules.

We anticipate that most complaints will be resolved through informal discussion. The initial complaint should be brought to the attention of the Voice and Representation Manager.

Any complaints about candidate and campaigner conduct must be submitted within 24 hours of the alleged incident, via the official online complaints [Elections Complaints](#) and will include the following information:

- Name and contact details of person making complaint (anonymous complaints will not be considered, and cannot be evidenced by a third party)
- Name of candidate being complained about
- Details of incident (including time and date)
- Details of any witnesses
- Details of which rules have been broken
- Details of the action requested

Any complaints comprising of hearsay or activity that does not directly affect you are unlikely to be successful.

All formal complaints will be investigated by the Deputy Returning Officer, who will consider the evidence and make an appropriate decision. This ruling will be communicated to all parties involved and anonymously summarised in the annual Deputy Returning Officer's Elections Report.

If they find that there has been an infringement they may:

- Warn the candidate that any future infringement will result in a fine or disqualification;
- Restrict campaigning;
- Provide another sanction to the candidate;
- Disqualify the candidate.

Huddersfield Students' Union's Election Campaigning Guidance

The Deputy Returning Officer may refer any matter to the University, or any other appropriate body as it sees necessary.

Any sanctions made by the Deputy Returning Officer can be appealed by the individual(s) sanctioned within 24 hours of the decision via the NUS Appeals template to the Returning Officer. Appeals from third parties will not be considered.

Formal rulings made by the Returning Officer will be communicated within a timeframe set out by NUS upon receipt of this form and all accompanying evidence.

A request for an appeal should be on the following grounds, including but not confined to:

- A review of the procedures followed at the complaint stage.
- A consideration of whether the outcome was reasonable in all the circumstances.
- New material evidence which the student was unable, for valid reasons, to provide earlier in the process.

The appeal stage will not usually consider the issues afresh or involve a further investigation.

Any decisions made by the Returning Officer are final.

All complaints must be received within 24 hours of voting closing. Any complaints considered after this time will not be investigated as part of the elections process (although they may be considered under the provision of Byelaw 10 of the Students' Union).

Huddersfield Students' Union's Election Campaigning Guidance

Top Tips for Campaigning

- If you are campaigning before the applications close, then focus on building your profile. Do this via social media and speaking with friends and any groups you're a part of.
- Remember, students and researchers can only vote on one day. So don't go 'too big, too early' and put people off from voting for you.
- Posters should be used in the week leading up to the election. We will provide poster boards in school building entrances. Please don't waste your time and resources putting up posters too far in advance of the voting day. They're likely to be removed.
- Societies, Sports Clubs etc can endorse candidates, but the full committee must decide this – please do not pressure groups into endorsing you.
- Reach out to Academic Reps – go along to the specific 'elections' session and talk directly to the Academic Reps and listen to their feedback.
- Find out what issues are important to students, to help form your aims for the year.
- Contact the Students' Union to find out which manager closely aligns to the position you're applying for and arrange to meet with them for a chat.
- Spend time around campus and in different school buildings. Go to common rooms and social spaces and talk with the students.
- Do your research! As well as talking with Huddersfield students, find out what students want nationally, what really bothers students. It might be an issue that doesn't personally affect you, but understanding what students want is important.
- Please be polite! If a student says 'thanks but no thanks' and don't want to chat....thank them and move on.