



## Official Notice of By-Election

**2025 USASA Board (term 1 January – 31 December 2025)**

### General Information

The University of South Australia Student Association is a not-for-profit, student-run organisation that exists to support all students at UniSA. The Board is comprised of 15 student Board Members elected by students from across the University. This election is for all positions on the 2025 Board.

**Returning Officer:** Debra Arnold ([debra@thirdsectormanagement.com.au](mailto:debra@thirdsectormanagement.com.au))

**Assistant Returning Officer:** Bridget Laffy ([bridget.laffy@unisa.edu.au](mailto:bridget.laffy@unisa.edu.au))

### Important Dates

**Nominations Open:**

9am Monday 2 September 2024 – 4pm Friday 13 September 2024 (ACST)

**Voting Open:**

9am Monday 14 October 2024 – 4pm Friday 18 October 2024 (ACDT)

**Provisional Results Announced:**

5pm Friday 18 October 2024 (ACDT)

### General Eligibility Requirements

You are eligible to nominate for this election if you:

1. Are an ordinary member of USASA (UniSA student with current enrolment or approved leave in 2024);
2. Are an onshore student of UniSA (not an exchange or overseas student);
3. Have never previously been removed from (or involuntarily vacated from) a position on the USASA Board;
4. Are not a permanent or fixed-term contract employee of USASA or UniSA;
5. Have never been convicted of any indictable offence or any offence involving fraud, theft, or dishonesty;
6. Agree to comply with all the requirements and conditions of the Liquor and Gambling Commissioner (SA) that may be imposed on Board Members in connection with any application for a liquor license by USASA; **and**
7. Meet the additional requirements for the specific position that you are nominating for (see next page).

## Specific Vacancies and Eligibility Requirements

<b>President</b>	Any student enrolled at any campus
<b>Postgraduate Student Representative</b>	Any student enrolled in a postgraduate program*
<b>Aboriginal &amp; Torres Strait Islander Student Representative</b>	Any student who is recorded with the University as being Aboriginal or Torres Strait Islander
<b>International Student Representative</b>	Any student enrolled as an International student
<b>City East Undergraduate Student Representative</b>	Any undergraduate* student with City East as their home campus
<b>City East Student Representative</b>	Any student with City East as their home campus
<b>City West Undergraduate Student Representative</b>	Any undergraduate* student with City West as their home campus
<b>City West Student Representative</b>	Any student with City West as their home campus
<b>Magill Undergraduate Student Representative</b>	Any undergraduate* student with Magill as their home campus
<b>Magill Student Representative</b>	Any student with Magill as their home campus
<b>Mawson Lakes Undergraduate Student Representative</b>	Any undergraduate* student with Mawson Lakes as their home campus
<b>Mawson Lakes Student Representative</b>	Any student with Mawson Lakes as their home campus
<b>Mount Gambier Student Representative</b>	Any student with Mount Gambier as their home campus
<b>Whyalla Student Representative</b>	Any student with Whyalla as their home campus
<b>UniSA Online Student Representative</b>	Any student with UniSA Online as their home campus

\*A student enrolled concurrently in a postgraduate and undergraduate program is considered a postgraduate student.

**Home Campus:** Your home campus is defined by the *program* you are enrolled in and which *campus* that it is associated with by UniSA. E.g. You must be enrolled through UniSA Online to have a UniSA Online home campus.

Your home campus may not be the campus where you have most of your classes. If you are unsure, please contact Campus Central on 1300 301 703.

## How to Nominate:

1. All nominations must be submitted through the specified online form which will be accessible from the USASA website from 9am Monday 2 September.
2. All nominations must be received during the specified nomination period.
3. You may nominate for 2 positions on the Board, but can only be elected to 1.
4. You must select and attend a compulsory candidate briefing session (to be conducted live via Zoom the week after nominations close).
5. You must upload a photo of your student ID card (or enrolment summary and photo ID if you don't have a student ID) and check the box declaring that you fulfill all the eligibility criteria for the role(s) that you have nominated.

## How to Submit Policy Statement:

1. It is a requirement that all candidates submit a policy statement and photograph to the Returning Officer for each position that they have nominated.
2. You will be emailed a specific upload link for these once nominations have closed and the Returning Officer has checked your provisional eligibility.
3. Policy statements and photographs are due to be submitted via the upload link by 12pm Friday 20 September 2024.
4. Policy statements must be no more than 250 words and the Returning Officer may request their amendment before they are accepted and approved.
5. If you are nominating for multiple positions, you may reuse the same photograph, but you must submit different policy statements.
6. Photographs should be \*.jpg or \*.png file formats, preferably square (1:1).
7. All candidates will receive an email confirming whether their policy statement(s) and photograph(s) have been approved, or whether the Returning Officer requires them to be revised and resubmitted.

## How to Vote:

1. If more than two nominations are received for any position, an election will occur, with voting to be open during the specified period.
2. Students will be sent an email when voting opens via and may vote at any time via the USASA website time until voting closes at 4pm Friday 18 October ACDT.
3. Voting will be conducted electronically via the USASA website and students will use their UniSA credentials to log in and access the ballot form.
4. All students may vote for the positions of President, Postgraduate Student Representative, Aboriginal & Torres Strait Islander Student Representative, and International Student Representative.
5. The remaining Undergraduate/Campus Representative positions can only be elected by students also enrolled at that home campus.
6. Recording [1] against someone's name will indicate that they are your first preference and you have the *option* to number the remaining candidates according to your preference by [2], [3], and so on.
7. The vote and count will be conducted using the optional preferential proportional representation method.