

TRENT X ELECTIONS

CANDIDATE

GUIDE 2026

TRENTSTUDENTS.ORG/ELECTIONS

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Introduction

Welcome to the 2026 Trent Elections Guide.

This guide contains all the key information you need to run in this year's elections, from dates and nominations, to campaigning and voting. It is the big book of NTSU elections and it's worth keeping a digital or physical copy close by throughout elections.

For any support, questions, or queries about anything elections related, NTSU will be here to support and assist you. You'll find out how to get in touch with them later in the guide.

Standing in the election is exciting and fun but can be a tough task. We are here to make it a great and enjoyable experience. Trust us when we say you'll look back on the process with great memories, having learnt plenty about yourself. So, make sure to take in everything this guide has to offer.

We hope it's helpful and don't hesitate to contact us if you have any questions.

elections@su.ntu.ac.uk

The Positions

In Trent Elections, you will have the opportunity to run for 1 of 4 full-time Executive Officer roles. You can read about each of them in more detail [here](#).

These roles are full-time jobs and are paid. You must either be in the final year of study, or have permission from your course to take a year out. You cannot carry out these roles at the same time as study. They are also not appropriate for placement opportunities.

These are the biggest representative roles at NTSU and will each look after a specific area of the organisation. They are also trustees of NTSU, which means they have legal and financial oversight of the Union.

The Executive Officer Roles are as follows:

President

VP Education

VP Community & Welfare

VP Societies & Sport

Anyone considering standing in one of our elections will need to read the following information from the Charity Commission. These are all reasons for disqualification from being a trustee; please ensure none of these apply to you before nominating. You will be required to sign a form confirming this prior to the campaigning period opening.

List of Reasons for Disqualification

- 1. Have an unspent conviction for one or more of the following offences:**
 - a) Offence involving dishonesty or deception**
 - b) Specified terrorism offences**
 - c) Specified money laundering offences**
 - d) Specified bribery offences**
 - e) Offence of contravening a Charity Commission Order or Direction**
 - f) Offences of misconduct in public office, perjury, or perverting the course of justice**
 - g) Aiding, attempting or abetting the above offences.**
- 2. Have an IVA, debt relief order and/or a bankruptcy order**
- 3. Have been removed as a trustee in England, Scotland or Wales (by the Charity Commission or Office of the Scottish Charity Regulator)**
- 4. Have been removed from being in the management or control of anybody in Scotland (under relevant legislation)**
- 5. Have been disqualified by the Charity Commission**
- 6. Are a disqualified company director**
- 7. Are a designated person for the purposes of antiterrorism legislation**
- 8. Are on the sex offenders register**
- 9. Have been found in contempt of court for making (or causing to be made) a false statement**
- 10. Have been found guilty of disobedience to an order or direction of the Charity Commission**

Key Dates



Nominations Open:	Monday 9th February, Midday
Nominations Close:	Friday 20th February, Midday
Candidate Briefings:	City: Friday 20th February, 5.30 - 7.30pm Clifton: Monday 23rd February, 10am - 12pm City: Monday 23rd February, 1.30 - 3.30pm Brackenhurst: Monday 23rd February, 5.15 - 7pm
Candidate Filming:	Tuesday 24th February, 9.30am - 7pm Wednesday 25th February, 9am - 1pm One 30-minute slot per candidate, which will be booked when you attend a candidate briefing
Content Deadline for NTSU provided flyers:	Tuesday 24th February, 5pm
Candidate + Society Mixer:	Friday 27th February, 3 - 4pm
Campaigning Opens:	Monday 2nd March, 9am
Q&A Sessions:	Brackenhurst: Monday 2nd March, 6 - 8pm Clifton: Tuesday 3rd March, 6 - 8pm City / Online: Thursday 5th March, 6 - 8pm
Voting Opens:	Thursday 5th March, 8pm
Voting Closes:	Friday 13th March, 5pm
Results:	Monday 16th March, 4 - 6pm
Sport and Society Results:	Friday 20th March, 12pm

Candidate Development Week

Once nominations have closed, candidates will be invited to attend a candidate briefing. These are compulsory and failure to attend one of the sessions could mean withdrawal from the election. The dates and times are included above. Please contact the Elections Inbox in advance if you have a concern about these dates.

We have two days of candidate filming. This is a chance for you to promote your campaign and tell the student body what you can offer them. These videos will be edited and released online for all to see. They will be done in the City SU building, in front of a green screen.

You will be offered a filming slot at the candidate briefings, and they will be on a first come, first serve basis. If you do not take a slot, or fail to turn up to a booked slot, the video will be released with just your name.

Throughout candidate development week, we will be running a series of training sessions designed to improve candidates' knowledge, preparation and campaigning during the elections period.

Online Campaigning 101: Tuesday 24th February, NTSU Think Tank, 12.15 - 1.15pm
Thursday 26th February, MS Teams, 2 - 3pm

VP Education + Academic Representation Tuesday 24th February, Bonington 301, 2 - 3pm

Thinking Wider Than The University Wednesday 25th February, NTSU City Think Tank, 1 - 2pm
Friday 27th February, NTSU City Training Room, 1 - 2pm

VP Societies & Sport + Opportunities Wednesday 25th February, NTSU City Training Room, 3 - 4pm

President + CEO Thursday 26th February, NTSU City Training Room, 10 - 11am

VP Community & Welfare + Information & Advice Services Thursday 26th February, NTSU Think Tank, 11am - 12pm

Debating 101 Friday 27th February, NTSU City Training Room, 6 - 8pm

What these sessions are about . . .

Online Campaigning 101:

A session with an online content expert giving candidates some helpful time on how to get the most out of social media.

VP Education + Academic Representation:

Find out more about the work of the VP Education and Academic Representation System.

Thinking Wider Than The University

Officers at NTSU have an opportunity make positive impacts not only at NTU in the wider Nottingham Community. This session will help you find out how.

VP Societies & Sport + Opportunities

Find out more about the work of the VP Soc and Sports role and the Opportunities team.

President + CEO

Find out more about the the work of the President and NTSU's place in the Student Union sector in this session with NTSU's CEO.

VP Community & Welfare + IAS

Find out more about the the key issues NTSU students are facing this year in this session with our IAS advisors.



Before You Nominate

If you're thinking about nominating yourself for a position, but have some questions, there are a couple of ways you can find out more info:

Speak to our current officers:

The people best placed to tell you about what is required in the role are the people doing the job. Even if they are re-running, they will all make time to talk to you and take you through the responsibilities of the role.

You can find their contact details here: <https://www.trentstudents.org/student-voice/ntsu-officers>.

Attend an elections FAQ:

We're holding four info sessions before the start of nominations with members of our Student Voice Team, to talk about the upcoming elections and answer any questions you may have.

These will only run if people have signed up – book online here:

- [January 26th \(Online\) 6pm – 7pm](#)
- [January 27th \(Clifton\) 3pm – 4pm](#)
- [January 28th \(Online\) 6pm – 7pm](#)
- [January 29th \(City\) 3pm – 4pm](#)



Drop us an email:

If you are unable to attend any of the info sessions listed above, please feel free to drop us an email with any questions or to request a call: elections@su.ntu.ac.uk

The Nominations Process

To nominate yourself, go to this [link](#). You will then need to log into the NTSU website.

My Account

My Subscriptions
My Folders
My Purchases
My Details
My Nominations
(Change Password)

My Nominations

Current Nominations

 Note that only those products for which you are eligible can receive your self-vote designation.

Section	Category	Product	Score	Action
Business	Business Software	Microsoft Project	90	Rate

Past Nominations

You'll see this screen above.
Find the role you wish to run for
and click 'submit' next to it.

To complete a nomination, you will need to provide:

- An appropriate photograph of **only** yourself.
- An appropriate personal statement, which could include any plans you have, explaining why you are suitable for the role.
- Sports and Society Elections have their own manifesto rules that can be found [here](#)

We recommend that you use these 200 words to write a personal statement, explaining why you would be good for the role. The 200 words should be inclusive of a minimum of your top 3 priorities if you were elected into office.

This text will appear on our website and will be visible to students when they vote in the elections.

Your submitted nomination will then go to the elections team, who approve or reject your nomination.

- If accepted, you will appear on the ballot paper.
- If rejected, the reasons will be sent to you via email.

Once your nomination is submitted successfully, you will receive an email of approval or rejection by the following working day.

You'll see this screen above. Carefully read the 'responsibilities' and 'additional information' boxes and then provide the information that it asks for.

You will only become a candidate once your nomination has been approved by NTSU. You must have received email confirmation that it has been accepted. Please let us know if this is not the case so we can look into it ASAP. (Please check your junk folder!)

If your nomination is rejected, it is either because we have found a problem with it, or because we want some more information from you. You may re-submit your nomination, but you only have until nominations close to do so. If you submit your nomination an hour before the deadline and it is rejected, you may not have time to resubmit, so think ahead.

If you think someone else would be great for a role at NTSU, then you can recommend them [here](#). They then get an email explaining that someone has anonymously recommended them for a role.

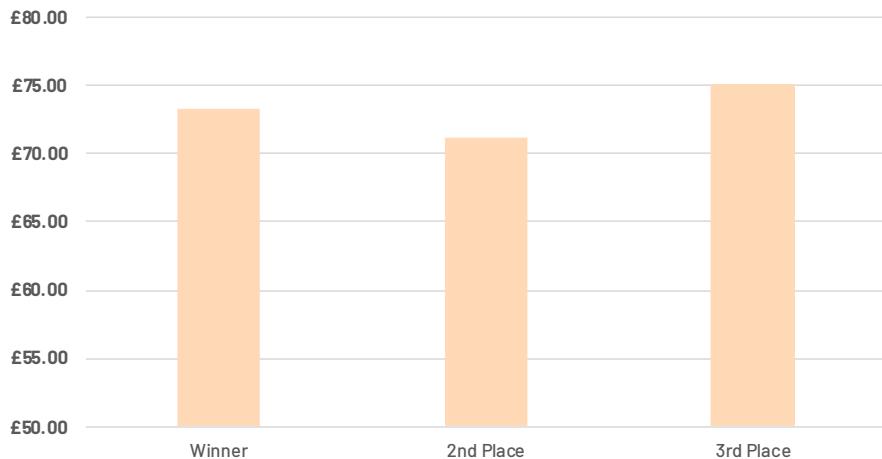
Campaigning

Budgets and Money:

The election will not be won or lost on your ability to spend money; however, we understand that you will want to buy things to improve your campaigns.

Remember: There is no correlation between spending big and winning – so don't let this put you off.

President Candidates Spending 2024



Candidates can spend up to £60

You may spend only on things directly related to your campaigning efforts and you must declare everything you spend. Preowned items that are used for campaigning, and that explicitly feature a candidate's image, brand or motto/slogan will be assigned a cost at the discretion of the DRO.

Failure to declare all your spending OR going over the approved spend limit will lead to the DRO removing you from the election, regardless of whether you win the vote or not.

If you get over 5% of the vote, we will reimburse you.

If you are worried that you may not have the money available to spend, please get in touch with the Elections Team, and we'll see what we can do to help.

Candidate Promotion:

It's important to give yourself a theme – preferably something that's eye catching. We recommend that you make use of your designs across all of your material; social media, shirts – everything. It is an opportunity for you to be as creative as you want, and having a great brand is really important because it means that students start to recognise and remember you, so make sure your campaign team are using it too.

Before you make any promotion, it is important to read through our regulations for the rules surrounding designs and publicity. Here's a couple from previous winning candidates:



This year NTSU will providing each candidate with an opportunity to send us their designs, and we will order 250 copies of your flyers with NTSU's election branding on one side.

These flyers will not go towards your campaigning budget.

Make sure you send your designs to us by Tuesday 24th February at 5pm.

What are the rules and regulations?

The rules are laid out in part 6 of our [Byelaws](#) and these are fixed. These rules cannot be changed unless a motion is presented at a Union Meeting to do so.

The regulations can be changed year on year – this means that we can respond to feedback from previous elections and make sure they stay relevant and up to date. The Deputy Returning Officer (DRO) sets the regulations and has the power to amend throughout the elections period if necessary.

In short, the regulations say:

- Campaigning must be lawful, fair, safe, and considerate.
- You can't force people to vote for you, and you cannot harass students.
- You can only use current NTU students as part of your campaign team.
- We have to see and approve all of your branding before it is used.
- You must not go over the spending limits.

The full list of regulations can be found [here](#).



If you break any of the regulations, you could be putting your candidacy at risk, so we recommend you follow them carefully.

Voting

The way in which we do voting may be unfamiliar to you. General elections in the UK are held using 'First Past the Post', which is where you vote for one candidate, and the one with the most votes, wins.

NTSU, as well as many other SUs across the country, use a system called 'Alternative Transferable Vote', which gives voters more opportunities to vote for more candidates.

All candidates are ranked in order of preference and then counted in that order. A candidate wins when they achieve or surpass the quota. The quota is calculated by the total number of total votes, divided by the number of positions available, plus one.

Number of Votes

Positions Available (+1)

In the first round of counting, if no candidate achieves the quota, the candidate with lowest number of first preference votes is eliminated, and their votes redistributed, based on the next highest preference given on the ballot paper. This then carries on until we have a winner. Given each role can only be filled by one candidate, the quota for our election is total number of votes divided by 2.

For more detail on how voting works – you can [watch this video](#).

Got a question?

These are some of the most common questions we get from students:

Nominations

Q: Can I nominate myself for a full-time role as an international student?

A: Absolutely! International students can be officers on a Student Visa (previously known as a Tier 4 Visa)

Q: I can't see any elections when I go on my nominations.

A: Check you have signed into the website as a student. If you have, please contact elections@su.ntu.ac.uk, so we can check your user account on the website to identify the problem.

Q: The website won't let me log in as a student.

A: The most likely reason for this is that you 'opted out' of NTSU when you enrolled. Students are not always aware that they have done this. You will need to email support@ntu.ac.uk and ask to be opted back into NTSU. You will have to wait overnight for the system to update your data. If you are confident this is not the case, again, refer to selections@su.ntu.ac.uk.

Q: When I go on to nominate myself, the system won't let me click on anything.

A: This means that either nominations haven't yet opened, or nominations have closed.

Q: I missed the deadline for nominations but I really want to run, will you accept my nomination if I put it in now?

A: No – We have allowed 2 weeks of nominations, which is plenty of time for students to submit nominations. Any issues with the website should have been flagged up in good time so that staff had time to resolve them. We cannot accept late nominations as we need time to administrate the website and turn around ready for voting. It is also unfair on those candidates who have submitted their nominations on time.



Q: Can I withdraw a nomination?

A: Yes – You will need to email elections@su.ntu.ac.uk stating which nomination they would like to withdraw. We don't need a reason. Once a nomination has been withdrawn, it can only be resubmitted before the nomination deadline. After that, we do not allow a resubmission.

Q: Why has my nomination been rejected?

A: It could be for a number of reasons, but commonly they are likely to be one of the following:

- Your photograph contains something inappropriate.
- Your manifesto was irrelevant to the role or contained inappropriate content.
- It makes reference to heavy alcohol consumption (although mild references to alcohol is fine).
- It contains bribery or offers something outside the role description in return for votes (free food or alcohol etc.).

Students will have received a reason at the point at which their nomination was rejected.

Students can resubmit any nomination until the close of nominations.

Q: I didn't see you had rejected my nomination, can I quickly re-submit?

A: Not if the nomination period has already closed. We allow a 2-week period and students should be checking to see whether their nomination has been accepted or not. Submitting a nomination is not a guarantee that it will be accepted.

Voting

Q: I can't vote.

A: You need to be logged in as a student. Once logged in, the ballot paper should appear automatically. If you are unable to log in as a student, the likely reason is that you have opted out of NTSU. In this case, you will need to email support@ntu.ac.uk and ask to be opted back in. You may need to wait overnight before you are able to vote.

Q: I can't vote for the people in my society or club.

A: The likely reason is you are not a paid-up member of the society or club. You will need to join the society/club to vote. Refer to elections@su.ntu.ac.uk with information so we can check.



Get in touch

STUDENT VOICE TEAM

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