

I, _____ (Name), _____ (ID Number) of _____ (1st, 2nd, 3rd, 4th Year or Post Grad) in _____ (Course) wish to put myself forward as a Class Representative.

Course Code: _____ LM _____

College Email Address: _____@studentmail.ul.ie

Proposed By

Name: (Student Signature Required)

ID Number:

1. _____

2. _____

Seconded By

1. _____

2. _____

3. _____

4. _____

5. _____

6. _____

7. _____

8. _____

Signed: _____ ID Number: _____

Date: _____

For further information contact StudentReps@ul.ie or call (061) 213765.

Submitting this form to UL Student Life, indicates that you are aware of, and accept, its provisions and ordinances.

☐ **Please tick the box to be added to our mailing list and receive information to support you in your role as a Class Rep and be kept informed of all UL Student Life activities.**

Notes & Regulations

The following notes and regulations are applicable for the moment but subject to change upon decisions to do so taken in Student Council

- All Proposers and Seconders must be registered for the same Course and Year as the Nominee. A Candidate may not propose any Candidate to any position more than once for a given election.
- All current registered students are eligible to stand as a candidate for the position of Class Rep.
- Class Representatives serve from the date they are elected until the close of nominations in the following academic year Autumn Semester or until they are deemed resigned, except in instances where the candidate is on external placement.
- A nominated candidate cannot nominate (propose or second) anyone to the same position for which they are running themselves.
- Those nominated and unopposed are deemed elected.
- Nominations details are as follows:

Nominations		Open of Nominations	Close of Nominations
Sem 1	Round 1	Tues Orientation Wk @ 9am	Wed Week 1 @ 5pm
Sem 1	Round 2	Thurs Week 1 @ 9am	Wed Week 2 @ 5pm
Sem 1	Round 3	Thurs Week 2 @ 9am	Wed Week3 @ 5pm
Sem 1	Round 4	Thurs Week 3 @ 9am	Wed Week 4 @ 5pm
Sem 1	Round 5	Thurs Week 4 @ 9am	Wed Week 5 @ 5pm
Sem 1	Round 6	Thurs Week 5 @ 9am	Wed Week 6 @ 5pm
Sem 1	Round 7	Thurs Week 6 @ 9am	Wed Week 7 @ 5pm
Sem 1	Round 8	Thurs Week 7 @ 9am	Wed Week 8 @ 5pm
Sem 1	Round 9	Thurs Week 8 @ 9am	Wed Week 9 @ 5pm
Sem 1	Round 10	Thurs Week 9 @ 9am	Wed Week 10 @ 5pm
Sem 1	Round 11	Thurs Week 10 @ 9am	Wed Week 11 @ 5pm
Sem 1	Round 12	Thurs Week 11 @ 9am	Wed Week 12 @ 5pm

- Class Reps Forum will be called at least once per semester by the Vice President Academic. All elected Reps are required to attend.
- ALL Classes are entitled to a minimum of one Class Rep, including Postgraduate Classes.
- Class Reps must represent the views of their entire class, keep their class informed of proceedings of the Forum and not give preferential treatment to any one person/group.
- Class Representatives may resign by giving one day's notice to their class and the Student Council Chairperson – Mary-Ellen O'Keefe c/o StudentReps@ul.ie
- Vacant positions may be advertised in Noticeboards/UL Student Life social media forums.
- Class Representatives may be recalled by their class by simple majority vote at a class meeting provided: A week's notice is given and the meeting is chaired by a member of UL Student Life Executive.
- Once elected Class reps will be contacted solely by their UL student email.
- Upcoming events 2018, Semester 1:
 - Class Rep Forum – Wednesday 26th September at 6pm, venue to be confirmed.
 - NSTEP Class Rep Training – date and time to be confirmed.

For further information contact Heather Armstrong at StudentReps@ul.ie or ring (061) 233765.