



## Information sheet on Fachschaft elections

*Preliminary note: Usually, a couple of days after the elections someone comes to the meeting of the Fachschaft (departmental student committee) and complains because he or she didn't know about it and would have loved to run for election. Similarly, also freshmen and new students cautiously come to the Fachschaft and ask if they can participate even if they haven't been elected. For all of these cases, it should be recalled that an important feature of the Verfasste Studierendenschaft (Constituted Student Body) of Heidelberg University is that you don't need to be elected to get involved. In many cases, for example at the Fachschaftsvollversammlung (FSVV - general assemblies), you can take part in the decision-making process even without being elected. Furthermore, you can appoint representatives and committees of your Fachschaft during assemblies of the FSVV or the Fachschaftsrat (FSR – Fachschaft Council).*

*This should always be reminded, for example while making announcements during lectures, on posters, on the website, in the e-mail signature and wherever it seems appropriate. It would be a pity if someone claimed that they couldn't get involved. So just attend the meeting and you will receive the call for candidates for the next legislation!*

*After every election, you should ask yourselves if you couldn't have advertised more in order to reach more people. Such criticisms are never unfounded.*

### **1) Election of the Fachschaftsrat (FSR; Fachschaft Council)**

There are Fachschaftsräte for all 51 Fachschaften. The exact name of the Fachschaftsrat, its composition and when it is elected are regulated in the statute of every Fachschaft. The election of the Fachschaftsrat is organized and carried out internally by a Polling Station Committee (Wahlraumauschuss). With the exception of the Law faculty, the Election Committee (Wahlausschuss) of the StuRa provides the ballot papers, the electoral rolls and the urns. The election day for every faculty must be discussed with the Election Committee of the StuRa. Members of the Polling Station Committee cannot run for elections.

The votes are counted in public at the end of the election. Candidates may be present, but they may not take part in the counting. Ballot papers, electoral rolls, urns, counting forms, indications about the election, etc. will be provided by the Election Committee to the Polling Station Committee in charge. The election results are published by the Election Committee as well.

For further information visit:

<https://www.stura.uni-heidelberg.de/wahlen/wahlen-zum-fachschaftsrat-fsr/>

### **2) Election of the members and committees of the Fachschaft (FS)**

It is possible to elect or appoint members of the Fachschaft as representatives responsible for a certain topic or to represent the students in a meeting of the institute or create committees during a legislature. You might want to write out each post so that everyone has a chance to run. Many Fachschaften have for example representatives for freshmen, representatives for parties, committees for the revision of the examination regulation or for the renovation of the FS room, etc. There are also people who like to organize parties or help renovate but don't want to or cannot run for the Fachschaftsrat. This is important especially for those faculties in which formal legitimation is fundamental, since those who are not a member of the Fachschaftsrat, but would like to represent the faculty at the curriculum planning conference or library committee are also "legitimated". Having a mandate can be also important for the extension of exam deadlines. In some cases, also members of Qualitätssicherungsmittelkommissionen (Quality Assurance Funds Committees) must be elected by the Fachschaftsrat.

For further information visit:

<https://www.stura.uni-heidelberg.de/wahlen/>

<https://www.stura.uni-heidelberg.de/vs-strukturen/referate/gremienkoordination/>

### **3) Election of the Fachrat**

Fachräte only exist at the Philosophical Faculty, at the Faculty of Modern Languages and at the Faculty of Behavioral and Cultural Studies. In other faculties (e.g. Law, Theology, Chemistry and Geo Sciences) there are no Fachräte, but rather a Study Commission for every course of study instead. In the three Fachrat-faculties mentioned above, there is a Fachrat for every course of study, 35 in total. Fachräte are elected in the winter term. Sometimes the Fachrat and the Fachschaft have different names (e.g. Fachrat Bildungswissenschaft but Fachschaft Erziehung und Bildung). Student members are elected for one year, the other members for two (Fachratssatzung § 4 (2)) years.

The exact date for the election is discussed for every course of study with the AG Fachrat of the StuRa. For the elections, a Polling Station Committee must be formed, which organizes and carries out the elections. Ballot papers, electoral rolls and urns are provided by the AG Fachrat. Candidates may not also be part of the Polling Station Committee at the same time.

The votes are counted in public at the end of the election. Candidates may be present, but they may not take part in the counting. The Polling Station Committee receives the forms for counting the votes and further information. The election results are published by the central Election Committee.

For more information visit:

<https://www.stura.uni-heidelberg.de/wahlen/wahlen-zum-fachrat-fr/>

### **4) Election of the Student Council (StuRa)**

The election to the StuRa takes place during the summer term. Here, all students can elect representatives of different university groups in the StuRa. Some Fachschaften choose to also have their StuRa representatives directly elected during this election period. In the majority of the student Fachschaften, they are appointed. The election day is decided and announced by the Election Committee of the StuRa.

For more information visit:

<https://www.stura.uni-heidelberg.de/wahlen/stura-wahlen/>

### **5) Election of the Senate and the Faculty Councils**

The election of the Senat (Senate) and of the Fakultätsrat (Faculty Council) takes place in the summer term and are carried out by the university administration. If you want to elect students of your course of studies to one of these councils, you should start thinking about it at the beginning of the lecture period in the summer term. This way, you will have enough time to discuss with each other within faculties which have more than one course of study and meet the candidacy deadline. The submission deadline for election proposals falls 32 before the elections.

Student members are elected for one year, the remaining elected members are elected every four years and ex-officio members remain such for all the duration of their tenure.

For more information please contact the Wahlamt (Electoral Office) of the University:

<http://www.uni-heidelberg.de/universitaet/beschaefigte/service/recht/wahlen/index.html>

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