



## Call for nominations

### JCU National Union of Students (NUS) Delegates

Nominations are called for the following position to take office from Friday 15<sup>th</sup> October 2021 until their successors are declared election at the following year's annual elections.

#### Eligibility

All students currently enrolled at JCU by 4pm, Monday 27<sup>th</sup> September 2021.

#### Regulations

The Student Association Regulations set out how the election is to be conducted and the roles and responsibilities of all involved. Candidates and potential candidates, as well as all students, are advised to read the Regulations and in particular, **Part 8 – Elections**

**8.11 Approval of Election Material** – All electoral material must be submitted to the Electoral office for approval before publication or display.

**8.12 Authorisation of Electoral Material** – All material must name the candidate standing for election who has authorised the material.

#### Nominations

Nominations open at 9am on the 13<sup>th</sup> of September 2021 and close at 4pm on Monday 27<sup>th</sup> of September 2021. Nomination forms are available from the Townsville Campus Student Association Office and the Cairns Campus Student Association Office. Completed nomination forms must be in the hands of the Electoral Officer by 4.00pm on Monday 27<sup>th</sup> of September 2021.

**Policy statements must be submitted with nominations, or the nomination will be declared invalid.** No person shall nominate more than one person for any particular position.

#### Election

The elections will be held on Tuesday October 12<sup>th</sup> 2021 Wednesday 13<sup>th</sup> October 2021 and Thursday 14<sup>th</sup> October 2021.

Polling will be conducted via electronic ballot. Eligible voters will vote through an online voting system. An email will be sent to eligible JCU students with a link to the voting system. Voting should be possible from most devices such as laptops, mobile phones, tablets and computers.



Form of Nomination

We the undersigned hereby nominate (block letters):

.....  
(full name as per University roll) for the position of National Union of Students Delegate for 2022.

3 Nominators: (Who Must Be Currently Enrolled Students)

Table with 3 columns: NAME (block letters), STUDENT NUMBER, SIGNATURE. Rows 1, 2, 3.

\*\*By signing this document I acknowledge that I have read and understood the collection statement (see reverse) and voluntarily consent to the Student Association confirming my enrolment status subject to the provisions of the Privacy Act 1988. This information is collected for the JCU Student Association’s own use in connection with this nomination.

Acceptance

I hereby accept nomination ..... (signature required) ..... Date: .....

Nominee’s Student Number: .....

Nominee’s Address for posting of notices: .....

Email: ..... Telephone no.: .....

Important Notices

This form of nomination is required by Regulations, only for election by the JJCU Student Body. All names appearing on this form must be those of current students – i.e. they must be enrolled in any Subject, Course or Degree programme of the James Cook University.

Confirmation of Validity of Nomination

Before nominations close, candidates are advised to seek written advice from the Electoral Officer confirming that their nomination is in order.

Corrections...alterations...amendments appearing on this form will result in the nomination being declared invalid.

Electoral Officer to Complete:

Name of Nominee: .....

Address: .....

Nomination received at (date/time): .....

Checked and found in order (signature): .....



COLLECTION STATEMENT

ADMINISTRATION

James Cook University Student Association is committed to protecting your privacy.

The Privacy Act 1988 (the Act) sets out a number of principles concerning the protection of your personal and sensitive information.

Personal Information – is any information, whether recorded by document or electronically, about you. It may include your name, date of birth, address, telephone number, email address or drivers licence number.

Sensitive Information – is a special category of personal information including details or opinion about a person's:

- Racial or ethnic origin;
• Political opinion;
• Political, religious or philosophical memberships, beliefs or affiliation;
• Membership of a professional association, trade association or trade union;
• Sexual preferences or practices;
• Criminal records;
• Health or disability (past or present); and
• Expressed wishes about the future provision of health services.

Who will be Collecting your Personal Information at JCU Student Association?

JCU Student Association, its agents and employees will collect your personal information only for its own use in connection with your service requirements.

If you wish to contact JCU Student Association about your personal information you should contact:

James Cook University Student Association Secretary
By email: theresa.priddle@jcu.edu.au
By telephone: (07) 4232 1160
Or FREECALL: 1800 330 021

How JCU Student Association Collects Information?

Personal information is collected by JCU Student Association in document form when:

- You fill out and submit one of JCU Student Association Application or Registration forms;
• JCU Student Association receives any information about you from any other source.

Storage of Information by JCU Student Association

All personal information that JCU Student Association hold about you will be stored securely;

- By hardcopy; and/or
• Electronic filing.

All information stored electronically will be stored within secure software accessible only by or through authorised JCU Student Association personnel.

How your Information will be used by JCU Student Association?

Your personal and sensitive information may only be used for the purpose for which it is collected which will include:

- The provision of the particular service which you require;
• The delivery and management of the services you require;

Accuracy of Personal Information

You should ensure that the personal information you provide to JCU Student Association is accurate, complete and up to date where possible.

Disclosure of your Information to Others

- Your personal information and (with your consent) your sensitive information may only be disclosed for the purpose for which it was collected and will only be disclosed to:
- JCU Student Association's staff and personnel;
- JCU Student Association professional advisers including lawyers;
- Government or regulatory authorities as required by law;
- JCU Student Association related service providers

Failure to Provide Information to JCU Student Association

If you do not provide the information JCU Student Association requests from you. JCU Student Association may be unable or limited in its ability to provide the services you require.

Accessing and Correcting Your Information with JCU Student Association

Subject to some exceptions, which are set out in the National Privacy Principles (Principle 6 – Access and Correction), you have a right to access and obtain a copy of the information held by JCU Student Association about you.

Should you become aware that any information that JCU Student Association holds about you is not accurate, complete and up to date, please inform JCU Student Association and JCU Student Association will take responsibility steps to correct it so that it is accurate, complete and up to date.

Should JCU Student Association disagree that any information that JCU Student Association holds is not accurate, complete and up to date, you may submit to JCU Student Association a written statement by you stating that particular information is not accurate, complete and up to date.

If you wish to exercise your rights of access and correction you should contact JCU Student Association Privacy Officer whose details are indicated above.

In some cases JCU Student Association may impose a moderate charge for locating and providing access to your information

CONSENT TO COLLECTION AND STORAGE OF INFORMATION BY JCU STUDENT ASSOCIATION

I, ..... Of .....

Who can be identified by (student identification number) .....

Have read and understood the Collection Statement and voluntarily consent to:

- Personal and sensitive information about me being collected by JCU Student Association as outlined above
• Personal and sensitive information about me being used by JCU Student Association as outlined above
• Personal and sensitive information about me being stored by JCU Student Association as outlined above
• Personal and sensitive information about me being disclosed by JCU Student Association as outlined above

Dated this ..... day of ..... 2020

Signed: .....

Witness: .....

Name: .....

Address: .....