



## HKUST Students' Union Student Election 2016

### **Application Form for Assignments**

Applicants are reminded to observe carefully the Notes to Applicants below prior to completion of the form.

1. Only members of the Election Boards of HKUST Students' Union Affiliated Societies are eligible to be an applicant.
2. Each cabinet should hand in one individual form.
3. Applicants are required to complete BOTH the application form online and a hard copy to be submitted to LG5 Students' Union Office no later than 5 pm on 11<sup>th</sup> January 2016.
4. Election Board members of societies have the responsibility to notify HKUST Students' Union by email asap for any updates or changes in the information provided after submission of the form. In the event of any inconsistency between the submitted information and the actual election activity, all reserved assignment(s) of respective society will be terminated immediately and subsequent bookings will be rejected.
5. Each nominated cabinet shall hold no more than one assignment of each type. All assignment(s) during the Promotion Period 2016 of nominated cabinet(s) holding more than one assignment of each type shall be terminated immediately.
6. Each applicant will be ensured with a polling counter between 25<sup>th</sup> February 2016 and 29<sup>th</sup> February 2016. No priority will be given to societies with polling period before the said date.
7. Lots drawing of assignments will be held by HKUST Students' Union in mid-January with further details to be announced. No assignments shall be reserved for nominated cabinets that are absent from the lots drawing sessions.
8. Applicants are required to inform HKUST Students' Union of any relinquishment or swapping of assignments no later than 28<sup>th</sup> January 2016. Any assignments that are left vacant without prior approval by the HKUST Students' Union are deemed to be given up by respective applicants and shall be allocated to the next nominated cabinet on waiting list.
9. Any unauthorised uses of assignments shall result in immediate termination of all assignments of the nominated cabinet(s) during the Student Election 2016.
10. HKUST Students' Union Affiliated Societies and their nominated cabinet(s) must observe the Rules and Regulations for Student Election 2016.
11. Applicants are required to deposit an amount in accordance with details below into HKUST Students' Union bank account (Hang Seng Bank 361-047681-004) and submit the bank-in slip TOGETHER with the application form to LG5 Students' Union Office no later than 5 pm on 11<sup>th</sup> January 2016.
12. Should any dispute arise, the decision of HKUST Students' Union shall be final.

### **Declaration**

- On behalf of the undersigned society, I hereby declare that I have read, understood and agreed to the Notes to Applicants and that all the information submitted is true and complete.

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Signature of Applicant

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Society Stamp



**Part A: Applicant**

Applicant refers to members of Election Board of HKUST Students' Union Affiliated Societies.

Name of Student Society: \_\_\_\_\_ MailBox No.: \_\_\_\_\_

Email of Student Society: \_\_\_\_\_

Full Name of Representative of Election Board: \_\_\_\_\_ Mobile: \_\_\_\_\_

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**Part B: Nominated Cabinet**

Name of Cabinet: \_\_\_\_\_

Full Name of Nominated President / Chairperson: \_\_\_\_\_ Mobile: \_\_\_\_\_

Email of Nominated Cabinet / Nominated President or Chairperson: \_\_\_\_\_

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**Part C: Application for Assignments**

Types of Assignments includes:

I. Polling Counter, II. Counter, III. Big Decoration Area, IV. Banner and V. Chanting Area

Preferred Time Slots:

- 1st Time Slot: 1st - 5th February 2016  
 2nd Time Slot: 15th - 19th February 2016  
 3rd Time Slot: 22nd - 26th February 2016

Preferred Types of Assignment:

- Polling Counter (Counter Allocation between 25th - 29th February 2016)  
 Counter: HKD 500                       Big Decoration Area: HKD 1000  
 Banner                                       Chanting Area: HKD 1500

Expected Starting Date of Polling Period: \_\_\_\_\_

Duration of Polling Period (In Days): \_\_\_\_\_

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