

ELECTION REGULATIONS FOR THE SCHOOL COUNCIL OF THE ERASMUS SCHOOL OF ECONOMICS

*as referred to in Article 12.4(1) of the BBR-EUR,
appended to the Rules of Procedure of the School Council of Erasmus School of Economics.*

*This appendix sets out how the election of School Council members is conducted, in elaboration of
the provisions of Article 5.2(6) of the School Regulations.*

These regulations were adopted by the ESE Management Team on 16 June 2026.

These regulations were approved by the School Council on 15 January 2026.

These amended regulations enter into force on 16 June 2026.

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CHAPTER I - GENERAL PROVISIONS

Article 1 - Definitions

Terms used in these ERSC have the same meaning as in the WHW and the BBR-EUR, unless deviated from in these ERSC. These terms include:

<u>Article:</u>	an article of these ERSC;
<u>BBR-EUR:</u>	the Management and Administration Regulations Erasmus University Rotterdam referred to in Article 9.4 of the WHW;
<u>Announce:</u>	publish through appropriate channels;
<u>Board:</u>	the Executive Board of the EUR, as referred to in Article 9.2 of the WHW;
<u>CSB:</u>	the Central Electoral Office;
<u>Day(s):</u>	any day of the week;
<u>Dean:</u>	Head of a school, Erasmus School of Economics, as referred to in Article 9.12 of the WHW and Management Body;
<u>EUR:</u>	Erasmus University Rotterdam;
<u>Faculty Electoral Office:</u>	the office responsible within the School for preparing for and conducting the School Council Elections;
<u>Faculty:</u>	Erasmus School of Economics, a Erasmus University unit with its own administrative organisation and with the Dean as its administrator;
<u>School Council:</u>	the participation body referred to in Article 9.38c(f) of the WHW and the School Council referred to in Article 9.37 of the WHW;
<u>Section(s):</u>	the section(s) of staff and/or students of the School;
<u>Eligible Voter(s):</u>	the person(s) registered in the Voter Register as of the time of its determination by the CSB;
<u>Right to Vote:</u>	active right to vote: the right to cast a vote for one of the candidates for the School Council; passive right to vote: the right to be elected as a representative of a Section of the School Council;
<u>Electoral System:</u>	the computerised election program, linked to the EUR election website;
<u>Electorate:</u>	staff appointed to the School and Students enrolled in and admitted to the School in accordance with the WHW;

<u>Voter Register:</u>	register of eligible voters consisting of the members of the Electorate who are eligible to vote in accordance with Article 3;
<u>ERSC:</u>	these Election Regulations which form the basis for Elections within the School Council;
<u>Rules of Procedure:</u>	the Rules of Procedure for the EUR School Council;
<u>Staff:</u>	those employed by the EUR.
<u>Written/In Writing:</u>	in writing or ‘by electronic means’ as referred to in Article 6:227a of the Dutch Civil Code;
<u>Ballot Paper:</u>	the ballot paper in digital form, as it appears in the Electoral System on the EUR website, or a hard copy thereof;
<u>Vote/Voting:</u>	the casting of one or more votes by a member or members of the Electorate for the purpose of an Election;
<u>Notice of Election:</u>	the notice by which the CSB calls on individual members of the Electorate to proceed to the Vote;
<u>Student(s):</u>	person(s) registered and admitted as such at EUR, as referred to in Chapter 7, Title 3 of the WHW, not being an external student;
<u>Timetable:</u>	the schedule in days and weeks according to which the Elections are conducted; if a period within the Elections is shorter than two (2) weeks, that period is indicated in days;
<u>University Council:</u>	the University Council of the EUR, as referred to in Article 9.31 of the WHW;
<u>UCR:</u>	the regulations for the EUR University Council;
<u>Election(s):</u>	the entire procedure from the time of setting the Timetable to determining the result by means of minutes, with the aim of appointing members of School Councils by secret Written ballot in accordance with these ERSC. A Timetable is always set for the purpose of Elections;
<u>Election Website:</u>	the EUR website to which the Electoral System is linked and on which all relevant information for the Elections is published;
<u>Chair(s) of the Section(s):</u>	the chair of the respective Sections as stipulated in Article 3.1 of the ESE Rules of Procedure of the School Council;
<u>Password:</u>	the ERNA password for the purpose of the EUR automated network;
<u>Week(s):</u>	the seven-day period(s);

WHW: Dutch Higher Education and Research Act (*Wet op het hoger onderwijs en wetenschappelijk onderzoek*).

Article 2 - Electorate

- 2.1 Subject to the relevant provisions in or pursuant to the WHW, the BBR-EUR and the School Regulations, all persons who are members of the Electorate have the Right to Vote and stand for Election of members of the School Council.
- 2.2 In accordance with School Regulations, the term of office is two (2) years for members of the Staff Section and one (1) year for the Student Section.

Article 3 - Right to Vote

- 3.1 A member of the Electorate has a Right to Vote in only one Section.
- 3.2 A member of Staff who is enrolled as a Student has the Right to Vote in the Staff Section, unless they have notified the School Electoral Office In Writing before the first day of Voting that they wish to possess the Right to Vote in the Student Section, in which case the Right to Vote shall be converted to the Student Section.
- 3.3 For the Election of the members of the School Council, the option referred to in the previous paragraph applies in the following year, if an Election is held only in the Student Section in that year.
- 3.4 Students who are also student assistants have the Right to Vote in the Student Section.
- 3.5 A member of an Electorate loses the Right to Vote and stand for election in that Electorate:
 - a. upon death; or
 - b. if that person's Right to Vote has been withdrawn by irrevocable judicial decision (Article B5(1) of the Elections Act); or
 - c. at the time when that person leaves that Electorate.

Article 4 - Electoral system

The members of the School Council are elected by and from the Eligible Voters listed in the Voter Registers in the respective Section.

Article 5 - CSB

- 5.1 In accordance with Article 12.2 of the BBR-EUR, there is a Central Electoral Office (*centraal stembureau*, or CSB) consisting of six members, one member always being a Student.
- 5.2 The CSB is in charge of preparing and conducting the Elections of members of the University Council and employee service councils. In addition, the CSB facilitates School Council Elections, which are organised by School Electoral Offices.
- 5.3 The CSB has autonomy over how it operates and draws up rules of procedure for this purpose.
- 5.4 The CSB sets the Timetable for the Elections.
- 5.5 The CSB prepares the Voter Register guidelines based on the details provided by or on behalf of the Board.

Article 6 - School Electoral Office

- 6.1 The School Electoral Office, consisting of three members, is appointed by the Dean for a two-year term and is immediately eligible for reappointment.
- 6.2 The Dean appoints a chair and a vice-chair from among the members.

- 6.3 If a member stands for Election to the School Council, their membership of the School Electoral Office automatically expires.
- 6.4 The School Electoral Office is assisted by a secretary, appointed by the Dean in this capacity.
- 6.5 The School Electoral Office is responsible for preparing and conducting the Election of School Council members in accordance with these regulations. It has at least the following duties:
 - a. adopting and announcing the Timetable of Elections;
 - b. producing the Voter Register on the basis of information provided by or on behalf of the Board and subject to the guidelines issued by the CSB;
 - c. deciding on suggestions to improve the Voter Register;
 - d. deciding on matters concerning the Right to Vote and stand for election and the manner of the exercise thereof;
 - e. deciding on the validity of the nomination of candidates under the conditions set out in Article 12.4 of these regulations;
 - f. making all arrangements to promote the orderly conduct of the Elections;
 - g. calling a new Vote in the case of an invalid Vote;
 - h. expressing an opinion when irregularities occurred in Voting in a Section that are believed to have affected the distribution of seats;
 - i. determining the results of Elections;
 - j. filling vacancies on the School Council;
 - k. providing information to the CSB.
- 6.6 The School Electoral Office uses web forms in its work, the models of which are provided by the CSB, with the agreement of the School Electoral Office.
- 6.7 Decisions issued by the School Electoral Office and minutes of proceedings drawn up are signed by the chair.
- 6.8 The School Electoral Office decides by majority vote. If a vote is tied, the chair of the School Electoral Office has the casting vote.
- 6.9 The School Electoral Office meets at the location that will be announced and can be reached there on the working days referred to in these regulations.
- 6.10 Meetings of the School Electoral Office are open to the public.
- 6.11 The Dean provides the School Electoral Office with the information it needs to carry out its work.

CHAPTER II - ELECTORAL PROCEDURE

Article 7 - Timing of Elections

- 7.1 Except in special circumstances, Elections of School Council members shall be held no earlier than twenty (20) weeks before the (new) term of office of School Council members begins. This means that, under normal circumstances, the Votes will take place in April or May.
- 7.2 The CSB shall determine the Timetable of Elections, subject to a notice of at least six (6) weeks before the last date of the Votes to be held.
- 7.3 The CSB shall announce the Timetable of Elections referred to in the second paragraph of this Article as soon as possible to the Eligible Voters, the Board, the chair of the School Council and the chairs of the Sections.
- 7.4 The results of the Votes shall be announced no later than ten (10) weeks before the (new) term of office of the members of the School Council.

Article 8 - Voter Registers

- 8.1 The School Electoral Office shall ensure that, for each Election, the Voter Registers are produced in time using the registers of Staff and Students for which the CSB provides the data.
- 8.1 The Voter Register are drawn up and established for each Section and include at least the name and initials of each Eligible Voter and, for Students, at least their study/examination number as well. Otherwise, the layout of the lists of Eligible Voters shall be determined by the School Electoral Office.
- 8.3 All changes in respect of members of the Electorate that result in changes to the Voter Register shall be communicated to the School Electoral Office by or on behalf of the Dean as soon as possible after they become known.
- 8.4 The Voter Register produced shall be made available to any person who requests it at least eight (8) weeks before the first day of Voting. The location where it may be accessed will be determined by the School Electoral Office and announced no later than one week beforehand.

Article 9 - Request for correction to a Voter Register

- 9.1 Any Eligible Voter who believes that they have or another person has not been included, has been inaccurately included or has been wrongly included may request a correction to the Voter Register In Writing to the School Electoral Office no later than four (4) weeks before the first day of Voting.
- 9.2 The School Electoral Office will, if it so wishes, hear the applicant or another Eligible Voter. It will decide on the submitted request within a week and, if necessary, correct the relevant Voter Register.
- 9.3 The School Electoral Office shall announce its decision referred to in the previous paragraph In Writing to the Eligible Voter who has requested correction of the Voter Register and to the other Eligible Voter to whom the correction relates. A copy of the decision shall be made available for interested parties or published generally.
- 9.4 The School Electoral Office is authorised to correct the Voter Register *ex officio* up to and including the last day of Voting. The *ex officio* correction will be communicated to the person concerned In Writing if possible. A copy of the *ex officio* correction shall be made available for interested parties or published generally.
- 9.5 The details of a member of the Electorate who leaves the Electorate after the compilation of the Voter Register shall be struck off *ex officio* by the School Electoral Office.
- 9.6 The Voter Register shall be issued by the School Electoral Office three (3) weeks before the first day of Voting, without prejudice to the provisions of Article 7(4).

Article 10 - Nomination of candidates

- 10.1 Nominations for the Election of School Council members may be submitted no later than the seventh week before the first day of Voting.
- 10.2 The CSB shall announce the date and time by which nominations must be submitted to the School Electoral Office no later than six (6) weeks before the first day of Voting.
- 10.3 The candidate must belong to the Section for which the candidate's statement of nomination is submitted.
- 10.4 The name of the same candidate must not appear on more than one candidate's statement of nomination.
- 10.5 The candidate's statement of nomination shall state at least the name, initials and address of each candidate and the person submitting the statement. The candidate's statement of

nomination for a candidate from the Student Section must also state their study/examination number.

- 10.6 For each candidate, the candidate's statement of nomination must be signed electronically by the candidate declaring that they consent to their nomination. A candidate may be removed from an electoral list by the CSB until the end of the nomination period by submitting a Written request to the CSB secretary.
- 10.7 A candidate's statement of nomination for a candidate from the Staff Section may be submitted on an individual candidate basis by a Staff association, including an umbrella association of civil servants whose representatives are members of the *Erasmus Labour Council* or an association affiliated to such an umbrella association, if the relevant umbrella association has authorised that association In Writing to do so.

Article 11 - Assessment of nomination

- 11.1 Candidate's statements of nomination are submitted to the School Electoral Office electronically by an Eligible Voter.
- 11.2 The School Electoral Office will provide the person submitting a candidate's statement of nomination with an electronic acknowledgement of receipt, indicating the day and time.
- 11.3 As soon as possible after the deadline for nominations has passed, the School Electoral Office shall examine whether the candidate's statements of nomination submitted meet the requirements set out in Articles 10 to 15 of these regulations:
- The statement must be submitted on time.
 - The statement must meet the content requirements (name, details and declaration).
 - A candidate must not submit a nomination for multiple lists.
 - Any corrections must be made by the specified deadline.
 - The nomination must not breach the Code of Conduct.
- 11.4 If the School Electoral Office finds no issue with regard to a candidate's statement of nomination, it will declare the candidate's statement of nomination valid.
- 11.5 If the School Electoral Office finds that a candidate's statement of nomination has not been submitted on time, it will declare the statement.
- 11.6 As soon as possible after reviewing the nominations, the School Electoral Office shall announce the nominations with its findings. The School Electoral Office shall send a copy of this announcement to the persons who submitted the statements of nomination, the candidates mentioned on the statements, the chair of the School Council, the Chairs of the Sections, the Dean and the CSB.

Article 12 - Errors and validity of nomination

- 12.1 If the School Electoral Office finds an error in a candidate's statement of nomination other than that mentioned in Article 11(3), it shall notify the person who submitted the statement or, failing that, the candidate, In Writing of the error found.
- 12.2 The error may be corrected by the person who submitted the nomination within five (5) working days after the notification referred to in Article 12(1).
- 12.3 As soon as possible after the error is corrected or the expiry of the said period, the School Electoral Office shall decide on the validity of the relevant candidate's statements of nomination and whether the nomination will therefore be processed further.
- 12.4 The School Electoral Office shall declare a candidate's statement of nomination invalid if:
- a. the candidate's statement of nomination fails to meet the provisions of Articles 10 to 12;

- b. no candidates were retained on this statement following application of the third paragraph of this Article.
- 12.5 The School Electoral Office shall announce its decision referred to in the first paragraph of this Article as soon as possible and send a copy of this announcement to the persons who submitted the candidate's statements of nomination, to the candidates themselves and to the CSB.

Article 13 - No Election and remaining seats

- 13.1 If there are more vacancies to fill a School Council Section than there are valid nominations, no Election will be held for the list of candidates of the relevant School Council Section and the candidates will be deemed elected.
- 13.2 After the close of the nomination period referred to in this chapter, the School Electoral Office, in cooperation with the CSB, may proceed to announce a nomination period for the remaining vacancies (by-elections), if there are fewer candidates than vacancies.
- 13.3 In consultation with the CSB, the School Electoral Office may, subject to the provisions of paragraph 1, extend the deadline for nominations by up to five (5) working days under special circumstances (force majeure). The extension applies to both Sections. The extension of the deadline for nominations has no impact on the Election calendar as a whole. The School Electoral Office shall announce this extension to the Electorate as soon as possible.

Article 14 - Electoral System

- 14.1 Once the nominations are irrevocably established and there are more nominations than vacancies for the relevant School Council, the CSB will open a page in the Electoral System for each Section.
- 14.2 This page in the Electoral System will list candidates in alphabetical order with their first and last names. Candidates are given the opportunity to also submit more personal information for this page of the Electoral System, such as candidate's preferred name, a short text and/or a photograph, to the School Electoral Office, which will pass it on to the CSB.
- 14.3 The School Electoral Office and the CSB may reject the text and/or photo if either or both violate decency, public order and/or the EUR Election Code of Conduct.

Article 15 - Election Code of Conduct

Candidates should adhere to the EUR Election Code of Conduct¹ during the Elections.

Article 16 - Voting

- 16.1 The CSB shall ensure that the Electorate is called to cast their votes on the first day of Voting.
- 16.2 Instructions on how to use the Electoral System are attached to the Notice of Election.
- 16.3 Votes are cast electronically. The voter indicates their candidate of choice by selecting that candidate on the relevant page on the Election Website in the Electoral System. The voter casts their vote by confirming the choice using the Password.

¹ The latest Code of Conduct (EUR-COC) can be obtained before each election from the Central Electoral Office at election.office@eur.nl.

Article 17 - Declaring a Vote invalid

- 17.1 The School Electoral Office shall declare a Vote within a Voter Register invalid if it is found that irregularities have occurred in that Vote of such a nature that it has materially affected the result.
- 17.2 If the School Electoral Office declares the Vote to be invalid in accordance with the provisions of Article 18.1, the CSB shall order a new Vote for that Voter Register and may make further arrangements for that Vote.
- 17.3 The School Electoral Office shall announce the decision declaring the Vote to be invalid, the grounds on which it is based and any further arrangements In Writing as soon as possible to the Electorate, the Chair of the School Council, the Chairs of the Sections and the Dean.

Article 18 - Counting votes, determining & announcing results

- 18.1 As soon as possible after the last day of Voting, the CSB shall conduct the counts per candidate in the Electoral System for each Voter Register. Any blank votes cast will also be counted.
- 18.2 The CSB shall determine the result of an Election as follows:
- a. the number of valid, non-blank votes will be determined for each School Council;
 - b. seats are distributed as follows: the candidate with the highest number of votes is declared elected and is allocated one (1) of the seats;
 - c. as long as seats are still available in a School Council, the determination of the results shall continue in accordance with subsection b of the second paragraph of this Article; candidates already declared elected shall be disregarded for this purpose;
 - d. in the event of a tied vote, lots will be drawn to decide which candidate is declared elected.
- 18.3 The CSB will send the results of the Election to the School Electoral Office.

Article 19 - Results report

- 19.1 The School Electoral Office shall prepare a record of the result of the Voting, make it available for any member of the Electorate to view as soon as possible and publish the record.
- 19.2 The School Electoral Office will send a copy of the report to the candidates declared elected, the candidates declared not elected, the Chair of the Council, the Chairs of the Sections, the Dean and the CSB.

Article 20 - Term

Staff members of the School Council are elected for a term of up to two (2) years, while Student members are elected for up to one (1) year.

Article 21 - Objections

- 21.1 Any member of the Electorate may submit a Written and reasoned objection to the Dean against decisions of the School Electoral Office within seven (7) days after the contested decision has been announced, if they are an interested party in the decision in question.
- 21.2 Failure to take such a decision within a reasonable time is deemed equivalent to a decision referred to in the first paragraph of this Article.
- 21.3 The objector shall be given an opportunity to be heard on their objection by the Advisory Committee for Complaints and Objections (*Adviescommissie voor Klachten en Bezwaarschriften, AKB*).

- 21.4 The AKB shall issue an opinion and send it to the Board within two (2) weeks of the submission of the objection.
- 21.5 The Dean shall decide on the submitted objection within seven (7) days of receipt of the AKB's opinion and announce the decision.

Article 22 - Filling vacancies

- 22.1 The School Electoral Office shall fill a vacancy in the School Council by declaring as elected the highest-ranking non-sitting candidate on the results list of the Election. Candidates who, at the time when the vacancy arises, are not (or are no longer) willing to accept membership of the School Council will not be considered.
- 22.2 If a member of a School Council is unable to fulfil the membership for more than four (4) weeks due to urgent circumstances, the School Electoral Office, requested In Writing by the relevant member of the School Council, may appoint the highest-ranking non-elected candidate who wishes to consent to this temporary membership as a temporary member of the School Council for the duration of the absence of the indisposed member of the School Council.
- 22.3 If a vacancy cannot be filled by designation of a candidate and the remaining term of office exceeds twenty-four (24) weeks, a by-election may be held.
- 22.4 The CSB shall adopt and publish a Timetable for the by-election referred to in the third paragraph of this Article as soon as possible.

CHAPTER III - FINAL PROVISIONS

Article 23 - Extension of deadline

If any deadline in these ERSC ends on a Saturday, a Sunday or an official public holiday in the Netherlands, that deadline shall be deemed to have been extended until the next working day at noon.

Article 24 - Unforeseen circumstances

In cases not provided for in the provisions of these ERSC, the School Electoral Office shall make arrangements in accordance with the content and purport of the WHW, following the provisions of the Elections Act (*Kieswet*) as far as possible.

Article 25 - Adoption and entry into force

- 25.1 These ERSC are adopted by the Board after obtaining the consent of the School Council.
- 25.2 The ERSC enter into force on 16 June 2026.
- 25.3 Previous versions of these ERSC are repealed with the entry into force of these ERSC.

Article 26 - Short title

- 26.1 These regulations shall be cited as: Election Regulations for the School Council of Erasmus School of Economics at EUR.
- 26.2 The title is abbreviated as: ERSC.
- 26.3 These ERSC are published on the EUR website.
- 26.4 These ERSC are a translation of the Dutch version. In case of any conflict, the Dutch text prevails.