

Spring Officer Elections



**Candidate Guide
2026**



Spring Election 2026- Candidate Guide

Thank you for wishing to be a University of Warwick Students' Union Representative and running in this Spring Elections! If you would like more details about the elections, go to [Elections](#)

If you have any questions about the elections, please contact
studentvoice@warwicksu.com

7 Steps to stand in an election	3
Positions Available	3
Full Time Officers	3
Part-Time Officers	4
Key dates	4
Nominating yourself	5
Manifesto	5
How to upload your Manifesto step-by-step	7
How to campaign	8
Expenses and Campaign Materials	10
Distributing publicity	11
Candidate Welfare	11
Complaints	11
Voting and Results	12
Tips for Success	13
Checklist	13



Spring Election 2026- Candidate Guide

7 Steps to stand in an election

1. **Decide your role** – Check out the roles at warwicksu.com/elections, speak to friends, the current officers, or the SU Voice Team to see which one is right for you!
2. **Nominate yourself** – Follow the online instructions to nominate yourself before the deadline of 12pm Noon on 20th February 2026.
3. **Gain the knowledge** – Read the Candidate Guide and find out about the rules, timeline and advice.
4. **Write your manifesto** – Who are you, why are you running, and what will you do if elected? Remember to upload your manifesto by 5pm on 2nd March! Manifesto advice below.
5. **Plan your campaign** – Are you going to run a digital campaign, or hand out information and run marketing stunts? Please note those nominated for Full-Time Officer Positions are eligible to receive a reimbursed campaign budget of £60.00, and those nominating themselves for Part-Time Officer positions are eligible for a reimbursed campaign budget of £50.00 this Spring Elections
6. **Prepare to Launch** – organise your term and get any assignments done in advance, don't forget to rest before the big week!
7. **Run your election campaign** – You can start campaigning once voting opens from 9am Monday 9th March until 5pm Friday 13th March and then join us for food 5-6PM on results night and wait for the results on our SU socials from 7!
8. **Confirm consent** for the use of pictures by the Students' Union.

Positions Available

Full Time Officers

- President
- VP Education
- VP Democracy & Development
- VP Postgraduate



Spring Election 2026- Candidate Guide

- VP Societies
- VP Sports
- VP Welfare & Campaigns

Part-Time Officers

- Environment & Ethics Officer
- Disabled Students' Officer
- Women's Officer
- Trans Students' Officer
- Widening Participation Officer
- LGBTQUIA+ Officer
- Ethnic Minorities Officer

Key dates

Activity	Date / Time
Nominations OPEN	12 th January 2026 09:00
Manifesto training in-person	26 th January 2026 15:00
Nominations CLOSE	20 th February 2026 12:00
Compulsory Candidate Briefing and Welfare training in-person	23 rd February 2026 16:00
Withdrawals deadline	23 rd February 2026 23:59
Candidate Photos @SUHQ	23 rd February 2026 12:30 – 16:30
Candidate photos @SUHQ	24 th February 2026 11:00 – 14:00
Candidate Photo upload deadline	27 th February 2026 12:00
SU release Candidate list	2 nd March 2026
Register Campaigns team deadline	2 nd March 2026 17:00
Manifesto upload deadline	2 nd March 2026 17:00
Campaigns training	5 th March 2026 16:00
Voting open	9 th March 2026 09:00
Question Time (FTOs) Kevin Gately Room	9 th March 2026 17:00
Question Time (PTOs) Kevin Gately Room	10 th March 2026 17:00
Voting closes	13 th March 2026 17:00
Complaints deadline	13 th March 2026 18:00
Campaign Expenses (MRF) deadline	13 th March 2026 18:00
Results Night @The Dirty Duck	13 th March 2026 18:30



Spring Election 2026- Candidate Guide

Nominating yourself

How?

Nominations take place online at www.warwicksu.com/elections/nominate-yourself.

You can follow the on-screen instructions to nominate! If you have any difficulties, email studentvoice@warwicksu.com with screenshots of the problem.

Self-Definition

To nominate yourself for the following positions you will need to self-define for that role. To self-define go to your voting profile and tick your identities, then save. To vote for these positions, voters will also need to self-define, so make sure you let students who speak to you about voting know that they will need to do so. The positions are:

- Disabled Students' Officer
- Widening Participation Officer
- Trans Students' Officer
- Ethnic Minorities Officer
- LGBTQUIA+ Officer
- Women's Officer

Manifesto

A manifesto is your statement to students explaining why you believe you are the best candidate, your aims and promises and why students should vote for you. Your manifesto can be submitted as a JPEG and include colour/pictures but must include plain text version of your manifesto after the JPEG for accessibility purposes. This will be made available online for students to read. It is important to do a manifesto as it helps convince students to vote for you and give you priorities for the year ahead. It also sets students' expectation of what you hope to achieve.

Contents in a manifesto

- What do you want students to know about you? (relevant experience, what you believe, what you want to change, your ideas)
- Stick to a few key points/priorities!
- Do not just rely on what you think you know – speak to your friends, course mates and the wider student body about what they care about
- When thinking about what to pledge to students:



Spring Election 2026- Candidate Guide

- Be realistic and be precise: you are only elected for 1 year to implement these promises, so you want to make sure they are achievable and believable.
- Look at the SU strategic plan and current policies on the Student Voice pages to help you.
- Be SMART
 - SPECIFIC: clear about the goal/promise/priority
 - MEASURABLE: is there a way to measure whether the goal/promise has been successful?
 - ACHIEVABLE: could it happen? Outline when and what success looks like
 - RELEVANT: are students bothered?
 - TIME-BOUND: when will it happen?
- Proofread and get others in your campaigning team to read it through.
- Focus on yourself not others.
- Don't feel the need to write loads – quality over quantity.
- Do not forget to add your social media profiles to your manifesto.

Designing your manifesto

- Your manifesto should be easy to read, clear and have text colours that do not contrast with the background.
- You can use colour contrast checkers online to check your information can be easily read, such as <https://contrastchecker.com/>
- Make sure each section is clearly defined so students can identify things quickly and easily when skim reading.
- Use Photoshop, Publisher or Canva and save your design as a picture so that you can upload it easily.
- Also see the website on structuring your manifesto –
<https://www.warwicksu.com/student-voice/elections/rules-guidance/manifesto>

Structuring your manifesto

Typically, manifestos will have the following sections in the following order:

- Your name, picture, plus any slogan you are using.
- Who you are, why you are running and your experience.
- A list of your top priorities and why
- How you will tackle these priorities (short bullet points work best)
- Your social media links.



Spring Election 2026- Candidate Guide

- The voting links.
- Your plain text manifestoes.
- Short, snappy and to the point works best.
- Focus on no more than 5 priorities.

Uploading your manifesto

Remember this is the online manifesto which any Union website user will be able to view, and importantly, can be viewed at the point of voting. You can view more about writing a manifesto here - [Manifesto Guide \(warwicksu.com\)](http://Manifesto Guide (warwicksu.com))

- You upload your manifesto online.
- **The deadline for uploading your online photo is 27th February 12pm.** You can get a professional photo done at SUHQ on 23rd and 24th February (times above)
- **The deadline for uploading your manifesto is 2nd March 5:00PM**
- You can amend your online manifesto until this deadline.
- You can upload pictures, images, and graphics in your manifesto, but please note:

You must upload a plain text version of your manifesto as well. Please do not bold or underline the text in this manifesto or use coloured text or pictures. Do not use excessive capital letters when writing this manifesto. It must have the same word content as your original manifesto. Manifestos will not be uploaded if there is no plain text manifesto provided.

An example of a point from an appropriate plain text manifesto is as follows:

'I promise to turn the democracy hamster into a democracy gorilla and make a new gorilla suit for the DDO to wear at election time.'

How to upload your Manifesto step-by-step

- 1) Once you have successfully nominated yourself and received email confirmation of your candidacy, click the upload manifesto button back where your nomination was confirmed
- 2) You can then upload a profile picture to your candidacy and nomination where it says
'Profile Picture' → '**choose file**' → 'upload' – do ensure it is a JPEG and doesn't go over the limit. If it does, try to reduce the quality and size.
- 3) Once profile picture has been uploaded, below you can upload a digital manifesto below.



Spring Election 2026- Candidate Guide

Click the image curser on the top of the manifesto section

- 4) Click browse server to upload the picture
- 5) If the picture is a bit stretched, go to advanced and under style input the following 'object':
fit-contain' – in order to keep your picture from being too stretched.
- 6) Once done, underneath your manifesto do ensure you write it up as plain text and have thoroughly read through our accessible manifestos doc here – [Rules & Guidance \(warwicksu.com\)](#) then save and you have completed your manifesto!

In the event you have decided to do a video and want to have it uploaded on your manifesto page that's fine. All you will need to do is follow the below instructions

- 1) Click the YouTube symbol on the top of the Manifesto section
- 2) Once selected, embed the YouTube link under the YouTube video URL link (or code) and choose from the other options below the field. (If you want to autoplay etc) click save and you are good to go!
- 3) Ensure you include YouTube captions for your video and underneath the video as plain text make note that there is a YouTube video to select and view.

To find out more information on delivering an accessible manifestos and social media guides see tabs here [Rules & Guidance \(warwicksu.com\)](#)

Campaign material printed should be done in the first instance at reception where they will print leaflets or other promotional material. Keep the records of receipts and email your requests to reception@warwicksu.com.

How to campaign

Campaigning is the time you spend speaking with students to encourage them to vote for you, explaining why you are the best candidate online and in person. Your image and publicity are key to winning any election!

Do speak with the Student Voice Team about how they can ensure campaigning is accessible for you.



Spring Election 2026- Candidate Guide

Campaign Theme

Have a theme running through your campaign that makes your candidacy memorable. Themes can be linked to names or a character that is relatable to Warwick students and have included funny puns on people's names or a focus on key ideas.

Campaign Slogan

Many candidates choose a catchy, memorable phrase across their campaign to attract students, give a feel of their campaign and set them apart from other candidates.

Tips for a strong slogan:

- Research slogans from past elections
- Link it to your name to help students remember who you are.
- Make it short, snappy, and original!
- Link it to something memorable.

What does a typical campaign at Warwick look like?

Candidates gather a campaign team. See whether any of your friends would be interested in helping, how much time they could commit and what sort of thing they would be interested in helping with.

Draw up a campaign plan – who is doing what when? Look at the online lecture & seminar groups you have and populated open groups for everyone to use on social media. Make sure your campaign team are behaving appropriately – they are representing you (see rules and regulations on campaigning)

Social media also plays a big part in campaigning at Warwick (even bigger this year!) – create your own Facebook like page or event, a twitter hashtag, or a video to let students know about you and your ideas.

If conducting lecture/seminar shout-outs online:

- Always ask the permission of the lecturer.
- Keep it less than a minute.
- Begin and end with your name and the position you are running for.
- 2-3 of your manifestos promises.
- Tailor it to your audience – what will the students in that lecture care about?



Spring Election 2026- Candidate Guide

You must register your campaigns team using the google doc below. They are responsible for your campaign and if they are to be in breach of any of our rules and regulations, they are at the adjudication of your own candidacy.

You should register your campaigns manager as well as other members on your campaigns team. They can only be Warwick students.

For any campaign manager, they can only manage one candidacy and not multiple.

Register here - [Spring Officer Elections - Campaign Team Registration 2026 – Fill in form](#)

Expenses and Campaign Materials

Please note – we are reimbursing costs to campaigns for Spring Elections. See below up to how much you are eligible for. If you wish to distribute campaign materials, you can but follow the advice below.

Full-Time Officer Candidates can reimburse a total of up to £60.00 per candidate.

Part-Time Officer Candidates can reimburse a total of up to £50.00 per candidate.

Any of those that are part of a joint ticket (two students nominating as one candidate) are only eligible for the costs of one candidate.

You cannot overspend on this budget and will be disqualified if you are found to have overspent. This is to make the election affordable and fair for all candidates.

Items will be able to be reclaimed at a cost. If you are using things you already own, apply a reasonable a cost to the item for you to declare and reclaim, we will ensure that it matches and will make final call on that price.

You can download the form for reimbursements [here](#) – do ensure you keep receipts to keep track of your expenses. **The deadline for reimbursements is the 13th of March 2026 at 6PM.**



Spring Election 2026- Candidate Guide

Election Rules

For a full list of election rules, please refer to [Byelaw 7](#)

Distributing publicity

- **Do not place publicity in any areas of the University not stated (details to be found out in our Candidate briefing sessions)**
- The Students' Union may be putting posters up of our own election materials across campus in various popular locations. Do not remove these materials or poster over them. They will be promoting the elections and encouraging people to get voting!
- Do not cover up another candidate's publicity.
- Do not remove another candidate's publicity.
- Do not deface another candidate's publicity.
- Do not advertise or keep publicity around any voting booths on campus

Candidate Welfare

- Take care of yourself and your team – eating, drinking, taking time off, speaking to friends, visiting the Student Voice Team.
- Do not force yourself to do something you do not want to do.
- The same methods do not suit everyone, everyone has their own style, and you do not have to do what other candidates are doing.
- If you have an issue, contact the Student Voice Team, or speak to the advice centre, we are here to help you!
- The Kevin Gately Room in SUHQ will be open during vote week and will be stocked with snacks and games for you and your Campaign Manager.

Complaints

Sadly, some people do try to do something that is against the rules. Inevitably when this happens, they get caught out. Sometimes rule breaking is deliberate and sometimes it is accidental. There is, however, no distinction; if you break the rules, we will take action against you. Campaigning should be in the spirit of fair play.

When a complaint is submitted, the Deputy Returning Officer will make a ruling on the complaint which will be communicated to the candidate it refers to and then sent to all candidates and published on the website. If in doubt, ask the Student Voice Team before you act. **The deadline for complaints is the 13th of March 2026 at 6:00 PM.**



Spring Election 2026- Candidate Guide

How to make a complaint?

1. Log in to warwicksu.com and head to: [Warwick SU Complaints](#)
2. Fill in the form to submit a complaint with additional evidence and requirements
3. Follow our rules and regulations on complaints
4. Wait for acknowledgment from the Student Voice Team about your submission
5. If the DRO deems it appropriate, they will investigate the complaint and if it holds, appropriate sanctions will be applied in line with our rules
6. The decision will be uploaded on our complaints log and will be informed to members
7. If you are unhappy with the decision of the DRO then you can appeal to the Returning Officer (RO)

Some advice about complaining.

We will not act in the event of complaints that have no basis. For example, if you come to us with the complaint "lots of my posters have been removed, but none of candidate X's have – it must be them doing it", this is an accusation with no grounds, and we are unlikely to be able to do anything but dismiss the complaint. If you come to us and say "at 3:30pm on Monday I saw a member of candidate X's campaign team remove one of my posters", along with a picture, we may be able to act.

Do not complain merely for the sake of complaining or to try to get someone into trouble so you can benefit. Negative campaigning can also take the form of excessive complaining and trying to trip other candidates up, and if you are found to be doing this action will be taken against you. If somebody does something wrong report it and we will act, but above all focus on why you are the best and what is good about you and your campaign, not on somebody else's.

Voting and Results

- Voting will take place online from 9am Monday 9th March until 5pm Friday 13th March 2026.
- The results count will take place immediately after this, and candidates will need to be available from 6pm to know the result before it goes live.
- The provisional results are then publicly announced at The Dirty Duck and on Warwick SU's website from 6:30pm



Spring Election 2026- Candidate Guide

- Once the complaints deadline has passed at 6pm On Friday 13th March, the results are provisional until the Returning Officer (NUS for 2026) has ratified the results.

Tips for Success

- Campaign smart: Think about a clear theme and slogan.
- Self-Care and Community: Look after yourself and your team.
- Be inclusive: Ask the SU for help if you need adjustments.
- Be kind: Focus on your ideas, not on other candidates.

Checklist

- Nominate yourself online at: www.warwicksu.com/elections (don't forget to self define)
- Attend the Compulsory Candidate Briefings
- Attend Training workshops scheduled to support candidates this year
- Begin Planning your campaign – gather your team, consider how you will market yourself, attend campaigning training
- Register your campaigns team [here](#)
- Upload your online manifesto before the deadline of prep week on 2nd March
- Attend Question Time events and other events put on for candidates
- Begin campaigning, same time as voting opens at 9:00am on Monday 9th March!
- Be outside the Green Room from 5pm on the Friday the 13th of March. If you can't attend let us know beforehand by emailing studentvoice@warwicksu.com.
- Take time to recover – book something to do after campaign week finishes
- Fill in our candidate evaluation sessions to give feedback on your elections experience
- If you have any problems, please email us at studentvoice@warwicksu.com

GOOD LUCK TO ALL CANDIDATES AND ENJOY THE EXPERIENCE!