

ELECTION NOTICE

for the elections to the Senate, the Faculty Councils and the Institute Council for Music at Osnabrück University of Applied Sciences

in the categories of professors' group, students, research staff and technical and administrative staff (MTV category)

1. In accordance with the Election Regulations of Osnabrück University of Applied Sciences dated 17 June 2026 (hereinafter: WahlO), elections to the collegial bodies of Osnabrück University of Applied Sciences

1.1 Senate

1.2 Faculty Councils/Institute Council

shall take place as linked online elections (electronic elections) simultaneously during the period from

23 November 2026 (Mon), 8.00 a.m. – 7 December 2026 (Mon), 8.00 a.m.

Furthermore, these elections will be held in conjunction with the student body's elections to the Student Parliament and the Student Councils.

2. The electoral procedure is generally based on the principles of personalized proportional representation (list voting combined with the election of individual candidates). According to the principles of majority voting, an election is only held if there are only individual nominations or only a single list nomination.
3. Only members of the university who are entered in the electoral roll for the relevant election on the basis of their membership group and faculty/institute are eligible to vote and stand for election.
4. All members of the university are hereby invited to consult the electronic electoral roll of Osnabrück University of Applied Sciences.

The electoral roll can be viewed online

from Wednesday 14 October 2026 at 8.00 a.m. until Thursday 22 October 2026 at 12.00 p.m.,

on the intranet via the link <https://vote.hs-osnabrueck.de> and checked to ensure the entries are correct.

5. Any person eligible to vote may lodge a **written** objection to the content of an entry, to the omission of an entry, or to the inclusion of a third party in the electoral register.

The objection must be substantiated and submitted to **the Electoral Office**

(Ms Köppe, Albrechtstr. 30, 49076 Osnabrück, room AF 0303,
opening hours: Monday – Thursday 9:00 a.m. – 4:00 p.m., Friday 9:00 a.m. – 1:00 p.m.)

by post, in person during opening hours, or digitally (as a document **scanned after being signed by hand**, or as a document bearing a qualified or advanced electronic signature) via your **university email address** to hochschulwahlen@hs-osnabrueck.de.

The objection must be received there by **Thursday, 22 October 2026, at 12:00 p.m.**

6. Anyone who is a member of several groups or several faculties may, by submitting a declaration of affiliation to the Electoral Office, specify in which group or faculty they wish to exercise their right to vote. In such cases, a candidacy is deemed to constitute a declaration of affiliation. Unless a declaration of affiliation has been submitted, the Election Officer will assign candidates to a group or faculty at its discretion; this assignment may be contested by **Thursday, 22 October 2026, at 12:00 p.m.** (time of receipt by the Electoral Office).
7. Once a decision has been made on any objections lodged, the Election Committee shall finalize the electoral roll. The **finalized electoral roll** shall serve as the authoritative basis for **determining eligibility for election** (the right to stand for election). Anyone who becomes a member of the university after the expiry of the objection period is not eligible for election. Furthermore, persons who belong to a body by virtue of their office as **advisory** members are **not eligible for election** to that body.
8. To enable the exercise of **the right to vote**, the Election Officer may update the finalized electoral roll until **9 November 2026**. Anyone who becomes a member of the university after this deadline has passed is not entitled to vote.
9. Further details regarding points 1 to 8 can be found in Sections 2, 10 and 11 of the Election Regulations (WahlO), Sections 2 and 4 of the Basic Regulations of Osnabrück University of Applied Sciences and Section 16 of the Lower Saxony Higher Education Act (hereinafter: NHG).
10. All members of the university are hereby invited to **submit nominations** for the elections to the Senate, the Faculty Councils and the Institute Council for Music.

Nominations may be submitted as list nominations comprising **several** candidates or as individual nominations comprising a **single** candidate.

Each nomination may relate only to the election **of one** of the collegial bodies

- Senate
- Faculty Council
- Institute Council

and to **one electoral division**.

Candidates may be named on only **one nomination** each for the election of the **same** collegial body.

When drawing up lists of candidates or combined lists, women should, where possible, account for at least 50 per cent of the candidates (§ 13(9) WahlO, § 16(5), second sentence, NHG).

The list of candidates must list the candidates in a clear **order**, stating the **surname** and at least one **first name** (in particular the name by which they are commonly known) as shown on their **identity card**, as well as their **faculty affiliation** or the name of **the organizational unit**. Date of birth, official title, academic title, degree programme, field of activity, and any further first names or additional names may be included. A code name may be specified under which the list of candidates is to be listed in the election notice and on the ballot paper. The list of candidates **must** include a declaration that all candidates consent to their candidacy and, should they **be elected**, intend to **accept** the office.

In every list of candidates, one candidate must be designated as **a representative**, who is authorized to act **on behalf** of all candidates on the list in submitting and receiving declarations to the electoral authorities. If no specific designation is made, the person listed first in the order of candidates shall be deemed the representative of the list of candidates.

Only the forms provided by the Election Officer for the election may be used to draw up the list of candidates.

Forms for the nomination lists are [HERE](#) available for download.

They must be completed in full and **signed** by **all** applicants **in their own handwriting**, and **submitted** by **post** or **in person** during opening hours at **the Electoral Office** (see above) or **digitally** (as a document **scanned** after **being signed by hand** or as a document bearing a qualified or advanced electronic signature) via the applicant's own university email address to hochschulwahlen@hs-osnabrueck.de.

Nomination forms must be received there by

Thursday, 22 October 2026, 12.00 p.m. (deadline).

For further details on the submission and validation of nominations, please refer to Section 13, Section 10(6), sentences 3 and 4, and Section 14(3) of the Election Regulations (WahlO).

11. All members of a status group who are eligible to vote for the same collegial body constitute an **electoral group** for that election (Section 9 of the WahlO).

The representatives to be elected are those from the professors' group, the research staff group (research and artistic staff as well as teaching staff for special tasks), the student group and the technical and administrative staff group (MTV) – see Section 16(2), fourth sentence, of the NHG – in the Senate, in the Faculty Councils of the Faculties of Agricultural Science and Landscape Architecture, Engineering and Computer Science, Management, Culture and Technology, and Economic and Social Sciences, as well as in the Institute Council of the Institute of Music, to which the following seats are allocated:

Collegial body	Group	Number of seats
Senate		
	Professors' group	7
	Student group	2
	Research staff group	2
	MTV group	2
Faculty Councils		
	Professors' group	7
	Student group	2
	Research staff group	2
	MTV group	2
IfM Institute Council		
	Professors' group	7
	Student group	2
	Research staff group	2
	MTV group	2

12. In accordance with the Election Regulations of Osnabrück University of Applied Sciences, public notices issued by the Election Officer must be published in the electronic official gazette on the Osnabrück University of Applied Sciences website (Section 28(2) of the Election Regulations).
13. The Osnabrück University of Applied Sciences Election Regulations are available in the electronic official gazette on the Osnabrück University of Applied Sciences website (<https://www.hs-osnabrueck.de/amtsblatt/2026/06/wahlordnung-der-hochschule-osnabrueck-2026/>).
14. Information on all matters relating to the election is available on request from Ms. Köppe (hochschulwahlen@hs-osnabrueck.de, Tel. 0541-969-2104) und Ms. Heider (Tel. 0541-969-3593).