



BALTIC INTERNATIONAL ACADEMY

STUDENT PARLIAMENT

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APPROVED

by decision of the General Meeting
of the BIA Student Parliament on March 24, 2026

BALTIC INTERNATIONAL ACADEMY

**REGULATIONS ON THE PROCEDURE FOR ELECTIONS TO THE STUDENT
PARLIAMENT**

*Issued pursuant to Clauses 5.2, 6.2 and 8.3
of the Regulations of the BIA Student Parliament*

I. General Provisions

1. These Regulations establish the procedure for conducting elections to the Governing Board (hereinafter - the BIA SP Board) of the Baltic International Academy Student Parliament and to the decision-making bodies of the BIA at General Meetings of the BIA Student Parliament (hereinafter - SP), set out the requirements for candidates, and regulate other matters related to elections.

2. Matters not regulated by these Regulations shall be decided by the BIA SP Board in accordance with the Regulations of the BIA SP and the applicable laws and regulations.

II. Election Commission

3. An Election Commission (hereinafter - the Commission) shall be established for the purpose of conducting elections. The Commission shall consist of three (3) members of the BIA SP.

4. The first meeting of the Election Commission shall be convened by the President of the BIA SP, at which the Chairperson, Deputy Chairperson and Secretary of the Commission shall be elected. The Secretary shall be responsible for keeping the minutes of the Commission's meetings.

5. The Election Commission shall organise and supervise the nomination process for candidates to the BIA SP Board and to the decision-making bodies of the BIA.

6. The Commission shall supervise the conduct of elections and record the election results

in the minutes.

7. The duties of the Chairperson of the Commission during a General Meeting shall include:

7.1. announcing, organising and conducting the elections;

7.2. assessing candidates' compliance with the established requirements;

7.3. determining the time allocated for candidates' speeches and debates, if delegates of the General Meeting raise objections, the matter shall be put to a vote;

7.4. conducting the election process and debates, allowing members of the General Meeting to express their views and ask questions within the established time limit;

7.5. supervising the voting process and counting the votes;

7.6. compiling the election results and reporting them to the General Meeting.

8. If the Commission determines that a candidate does not meet the requirements of these Regulations or the Regulations of the BIA SP, the candidate shall be removed from the list of candidates, stating the reasons for such decision.

9. Complaints concerning the actions of the Commission or the conduct of elections shall be submitted to the BIA SP Board no later than seven (7) days after the elections. The BIA SP Board shall review the submitted complaints within seven (7) days. If a complaint is upheld and the identified violations have materially affected the election results, the respective elections shall be held again within one (1) month.

III. Procedure for Elections to the BIA SP Board

10. Elections to the BIA SP Board shall be equal, direct and open. Voting shall be conducted openly. Members of the BIA SP Board shall be elected for a term of three (3) years, subject to annual rotation in accordance with Clause 6.2 of the Regulations of the BIA Student Parliament. Each year, only those Board members whose term of office expires or whose positions have become vacant shall be elected. The remaining Board members shall continue to perform their duties until the expiry of their respective terms of office. The specific date and time of the elections shall be determined and announced by the existing BIA SP Board, which shall provide BIA students with electronic information regarding the planned date and time, venue, election procedure and invitation to submit candidacies.

11. Only BIA SP members entitled to vote at the General Meeting shall have the right to vote for candidates to the BIA SP Board.

12. Any SP member may stand for a vacant position on the BIA SP Board, provided that their candidacy has been nominated in accordance with the procedure established by the Regulations of the BIA Student Parliament.

13. In elections to the BIA SP Board, voting rights shall be exercised only by those eligible voters who are registered on the pre-prepared list of voting members of the General Meeting on the election day.

14. Before voting begins, each candidate shall deliver a speech of up to five (5) minutes presenting their suitability for serving on the BIA SP Board in the respective position. If additional time is required, the Chairperson of the Commission may propose to the General Meeting that the candidate's speaking time be extended.

15. Voting shall take place on each candidate following the candidate's presentation, answers to questions and discussion.

16. Candidates included on the candidate list shall be ranked according to the number of votes received. In the event of an equal number of votes, the candidates shall present themselves

for the respective position again, and a repeat election shall be held for that position.

17. Where candidates are required to present themselves for the respective position again, the election for that position shall be conducted by open vote immediately after all repeat presentations have been completed.

18. A candidate shall be elected to the respective position on the BIA SP Board if they receive more than half of the votes of the eligible SP members present at the General Meeting.

19. Following the counting of votes, signing of the minutes and announcement of the election results, the minutes of the Commission shall be submitted to the newly elected BIA SP Board.

20. A Board member elected through the annual rotation or an extraordinary election shall be elected for the remainder of the term of office of the previous Board member, in accordance with Clause 6.2 of the Regulations of the BIA Student Parliament.

21. If no candidate is elected to a vacant position during regular elections, or if no candidate has been nominated, repeat elections for the respective position shall be held at the next General Meeting.

22. If a Board member resigns voluntarily or is recalled by a decision of the General Meeting, elections for the vacant position shall be held at the next regular General Meeting. The elected Board member shall perform their duties until the expiry of the respective term of office.

23. If the position of President becomes vacant, the Vice-President shall perform the duties of the President. If the Vice-President is unable to perform the duties of the President or the position of Vice-President is vacant, the General Meeting shall appoint an acting President until a new President is elected.

IV. Procedure for the Election of Student Representatives to the Decision-Making Bodies of the BIA

24. Student representatives shall be nominated and elected to the decision-making bodies of the BIA in accordance with Chapter 8 of the Regulations of the BIA Student Parliament and the requirements of the BIA's internal regulatory acts.

25. No later than seven (7) days before the elections, members shall electronically nominate themselves for participation in one of the decision-making bodies of the BIA or other institutions by submitting an application to the BIA SP Board. By signing the application, the candidate confirms that they have no objection to the BIA SP Board providing the General Meeting of the SP with an opportunity to review the documents submitted by the candidate.

26. A student shall be deemed elected to the respective decision-making body of the BIA if they receive more than half of the votes of the voting members of the General Meeting. If more candidates receive more than half of the votes than the number of student representatives provided for in the governing documents of the respective body, those candidates who have received the highest number of votes shall be deemed elected, in accordance with the number of student representatives prescribed for the respective decision-making body.

27. The President of the BIA SP shall prepare an extract from the election minutes containing the decision on the election of student representatives and submit it to the person responsible for organising the election of the respective decision-making body of the BIA.

28. If a student representative position becomes vacant during the term of office of a BIA decision-making body, an extraordinary election shall be held, and the elected candidate shall be confirmed by an open vote at a meeting of the General Meeting.