



Falmouth & Exeter  
Students' Union

# **ELECTION PACK: BY-ELECTION 2018**

**(INCLUDES NOMINATION FORM)**

[www.fxu.org.uk/elections](http://www.fxu.org.uk/elections)

# Contents

	<b>Page number</b>
Introduction	3
Positions up for election	4
Timetable	5
Rules	7
How to Write a Manifesto	11
FXU How it all Works	12
NUS, FXU and the NUS National Conference	14
Code of Conduct as a Trustee of FXU	15
FXU Equal Opportunities	16
Glossary	17
Campaigning Spend Form	18
Nomination Form & Declaration	19
Equalities Monitoring Form	21

## Introduction

During this by-election the student body will elect an FXU President Exeter to lead FXU activity and represent students views and opinions of students studying at the University of Exeter Cornwall Campuses for the next academic year.

The following position is available for nomination:

- FXU President Exeter

Download full job description from [www.fxu.org.uk/elections](http://www.fxu.org.uk/elections)

This role provides an opportunity to develop skills in leadership, strategy, trusteeship, public speaking, budgeting, event management, team working, communication, partnership working, time management and so much more. It's great for your CV and employability, plus the salary for an FXU President role is £19,850 per annum plus pension and 28 days holiday!

---

Statement from Dean Pomeroy FXU President Exeter 2017/18

“As FXU President Exeter I have the opportunity to influence the strategic direction of the University of Exeter, ensuring students are represented at the highest levels of decision making. This is the most exciting first job available to Exeter students studying in Cornwall and I would recommend anyone give it a go!”

---

<b>Nominations</b>	12 noon Friday 25 <sup>th</sup> May – 12 noon Friday 1 <sup>st</sup> June 2018
	<b>Candidate Training &amp; Preparation will be on an individual basis</b>
<b>Campaigning</b>	12 noon Monday 4 <sup>th</sup> June – 12 noon Friday 8 <sup>th</sup> June 2018
<b>Voting</b>	12 noon Monday 4 <sup>th</sup> June – 12 noon Friday 8 <sup>th</sup> June 2018

# Timetable

Date & Time	Activity	Location
<b>Friday 25<sup>th</sup> May</b>		
12 noon	Nominations open Start date to submit campaigning material to FXU for checking	Online at <a href="http://www.fxu.org.uk/elections">www.fxu.org.uk/elections</a> Email <a href="mailto:elections@fxu.org.uk">elections@fxu.org.uk</a>
<b>Nomination week</b>		
To do:	Contact FXU with any questions you have or advice about standing for election	email <a href="mailto:elections@fxu.org.uk">elections@fxu.org.uk</a> or call into the FXU Office, Penryn Campus
<b>Friday 1<sup>st</sup> June</b>		
12 noon	Nominations close	Online
<b>Monday 4<sup>th</sup> June</b>		
12 noon	Names of all candidates will be made public  Campaigning & Voting begins	FXU Website  Voting Online: <a href="http://www.fxu.org.uk/elections">www.fxu.org.uk/elections</a>
<b>Tuesday 5<sup>th</sup> June</b>		
2-3pm	Candidates Question Time	Exchange Lecture Theatre, Penryn Campus
<b>Friday 8<sup>th</sup> June</b>		
12 Midday	Voting ends	
4:30pm	Results announcement online & on campus.	Upper Stannary, Penryn Campus

# Rules

The following rules apply to the FXU Elections and have been approved by the Returning Officers:

## Returning Officers

- A representative from NUS will act as the Chief Returning Officer
- The FXU Student Voice Director will act as Senior Returning Officer
- The FXU Elections & Democracy Committee will appoint an Assistant Returning Officer from within the Committee or FXU staff member in the absence of both the Chief and Senior Returning Officers.
- The Senior Returning Officer may appoint other deputies and/or assistants as necessary during the election.

## Nominations

12 noon Friday 25<sup>th</sup> May – 12 noon Friday 1<sup>st</sup> June 2018

## Nominations

- A student may only submit one valid nomination form.
- All nominees for FXU President Exeter must be current students of University of Exeter Cornwall Campuses
- All nominees must be FXU members (all current students of Falmouth and Exeter Cornwall Campuses are automatically members of FXU unless they opt-out)
- Each nomination must have a proposer and a seconder
- All proposers and seconds must be current students and members of FXU.
- Nominees must complete an online nomination form or hand in a physical copy to the FXU office at Penryn.
- Completed nomination forms should be accompanied by a manifesto of the candidates' aims and objectives and a head & shoulders photo of themselves. The manifesto and photo must be in electronic format uploaded to the FXU website or email to [elections@fxu.org.uk](mailto:elections@fxu.org.uk)
- Candidates must upload/submit **completed nomination forms by 12 noon Friday 1<sup>st</sup> June**. Nominations will not be accepted after 12 noon GMT on **Friday 1<sup>st</sup> June**.
- Copies of candidates' manifestos will be made available to students at the FXU office, Penryn campus and on the FXU website during the campaigning period.

# Campaigning & Voting

12 noon Monday 4<sup>th</sup> June – 12 noon Friday 8<sup>th</sup> June 2018

## Candidates & Campaigning

- Students may not declare themselves as candidates or canvas for votes physically or online before 12noon Monday 4<sup>th</sup> June 2018.
- **FXU staff are available to offer candidates support and guidance on running an election campaign. You can request support at any time throughout the election period by emailing [elections@fxu.org.uk](mailto:elections@fxu.org.uk) or calling into the FXU office, Penryn Campus.**
- Only positive campaigning is allowed. Negative or smear campaigns are strictly forbidden.
- Campaign material is not permitted to include potentially false or libellous information.
- If you work or volunteer for FXU, you can't campaign whilst working or volunteering (or appear to be doing so, e.g. wearing a staff hoody or name badge). Staff & FXU Officers can't campaign whilst wearing any symbol of their office (e.g. presidents hoody) and can't campaign during working hours unless they have taken that time as annual leave.
- Employees of FXU and the institutions, who aren't students, should remain impartial at all times.
- Candidates are not allowed to use FXU communication streams (including clubs and society's mailing lists/FXU Facebook pages) to promote themselves.
- All poster designs must be submitted by candidates in electronic format to [elections@fxu.org.uk](mailto:elections@fxu.org.uk) for authorisation before being used.
- Posters must not include logos of FXU, the institutions, their partner or commercial organisations.
- Candidates can only campaign in ways that are open to all candidates.
- If you are standing for the FXU president there will be up to £50.00 available to cover campaign costs. You are expected not to spend more than £100.00 on your campaign in total (Props/Badges/T-shirts etc. – you will need to keep receipts to claim any money back as evidence of your campaign costs). If you want to spend more than £100 total on your campaign you will need to get approval from the Senior Returning Officer.
- All receipts must be submitted to the Senior Returning Officer 5 working days after the close of voting with a completed Campaigning Spend Form enclosed in this pack – see form for more details.
- The use of social media is allowed. Content is the responsibility of the candidate and their campaigners and must adhere to the general rules outlined in this election pack.
- You cannot make allegations about other candidates or previous Presidents/Part-time Officers in the elections in your publicity, whether physical or online. You can, however, refer to their manifestos in official debate forums where the FXU Elections & Democracy Committee thinks candidates have a fair opportunity to respond directly. This includes candidates question time, debates and media interviews where candidates are in attendance and can input. Where possible, the FXU Elections & Democracy Committee will work to ensure both that you can legitimately criticize other candidates' manifestos and that they can adequately address your criticisms: this may include allowing them

additional speech time in debates. Candidates cannot criticize other candidates, only their policies.

- Campaign material must be in line with FXU's Equal Opportunities Policy as enclosed in this election pack.
- Do not deface other candidates' campaign materials or threaten to carry out abusive behaviour towards other candidates.
- Candidates can campaign in lecture time with the consent of the lecturer.
- You are not permitted to canvas or display any campaigning material within fixed computer suite areas (e.g. Library IT suites, Peter Lanyon IT Suite).
- Any form of campaigning must be at least 5 metres away from voting stations.
- The use of stickers and balloons are prohibited. When displaying posters please use white tac, NOT tape or blue tac as these leave marks.
- All campaigning must adhere to university regulations and must be lawful.
- All campaign material must be removed by candidates within one week of the end of elections. Failure to do so may result in FXU withholding the payment of your campaign expenses.

### **Voting**

- Voting shall be by Alternative Transferable Vote (ATV).
- Voting will be in electronic form via the FXU website - [www.fxu.org.uk/elections](http://www.fxu.org.uk/elections)
- Voting will take place between 12noon Monday 4<sup>th</sup> June and Midday Friday 8<sup>th</sup> June.
- Only current students of University of Exeter Cornwall Campuses (and who are FXU members) are eligible to vote in the FXU elections and can do so only once.
- Each student should be allowed to decide on their own voting choices and should not feel forced, pressured or coerced into their voting decisions
- Each student's vote should be their own and not that of a third party.
- Voting is confidential.

### **Advice & Support**

- FXU staff are aware that elections can sometimes be a stressful and challenging experience for candidates and their campaign teams, Should you feel overwhelmed, anxious, concerned or unhappy at any time throughout the elections period FXU and university support staff are here to help. You can access these support services at any time using the following details:
  - Email [elections@fxu.org.uk](mailto:elections@fxu.org.uk)
  - Call into the FXU Office to speak with a member of staff or one of our specialist advisors
  - Make an appointment with university support services by calling 01326 370460

# Elections Results

4:30pm Friday 8<sup>th</sup> June 2018

## Results

- The results will be collated at the close of voting by the Senior Returning Officer/Deputy Returning Officers.
- The results will be announced subject to any issues raised regarding the elections, in which case the results will be announced as soon as possible after this time.
- The Returning Officers and the IT Support personnel will be the only people involved in the process and will be the only people with access to the results before the official announcement.

## Breaching the rules

- Breach of any of these rules may result in a candidate/s being disqualified from the election or face penalties. The decision to disqualify and penalise is at the discretion of the Chief/Senior Returning Officer.
- If a candidate instructs or has knowledge of a third party breaking any rules on the candidates' behalf, this may also result in disqualification from the elections.

## Complaints

- Any complaints regarding the conduct of the elections, an elections' candidate or student relating to the elections must be addressed in writing to the Senior Returning Officer via the email address [elections@fxu.org.uk](mailto:elections@fxu.org.uk) by the close of voting.
- If you fail to submit a complaint by the close of voting you waive your right to submit any subsequent complaint.
- All candidates will be offered the opportunity to feedback on their election experience after the close of voting and you are always welcome to arrange to chat with staff or advisors at a time convenient to you.



# How to Write a Manifesto

## What is a manifesto?

A manifesto is a public declaration of principles and intentions, often political in nature. Simply, it's a brief summary of your ambitions and what you want to achieve in your term of office/in your role.

It could include:

**Who** you are

**What** you intend to do should you get elected

**How** you would go about your role

**Why** people should vote for you

## Things you should consider

What are the roles and responsibilities of the position?

What do the students want? (talk to them)

Do you have realistic goals?

Consider, if elected as a President, that you are in office for 12 months, what you can achieve in this time and what you can pass on to your successor/s. There may be money constraints as the budgets for the forthcoming year would have already been set. Consider the universities strategies and the remit of the role you are standing for.

You cannot bad mouth your opposition. If you do so, you may be disqualified.  
You should not make unrealistic promises.

The manifestos for all candidates for these elections will be available on the FXU website. Voters will be able to use these to decide who to vote for.

It is recommended that manifestos are uploaded as a .jpeg to the FXU elections page along with a photo of you.

Examples of manifestos from previous FXU elections can be found on:

[www.fxu.org.uk/studentvoice/elections/manifestoandpublicity](http://www.fxu.org.uk/studentvoice/elections/manifestoandpublicity)

## More advice

You can also get advice on your manifesto among other things on being a candidate from FXU. Contact [elections@fxu.org.uk](mailto:elections@fxu.org.uk) or call into the FXU office, Penryn campus.

# FXU How it all Works

**The key purpose of a Students' Union is to represent and campaign for its' members – the students.** FXU is quite unique in that its student membership is made up of students from two different institutions - Falmouth University; and University of Exeter Cornwall Campuses (UECC). FXU has a representational structure that aims for the student voice to be heard by all the institutions and organisations that influence the student experience at Penryn, Treリスケ, Bodmin and Falmouth Campuses, and for all distance learners.

FXU aims to ensure that all students have fair, equal and adequate access to representation so that all their concerns and ideas are listened to. FXU's representative and decision-making structure is detailed in the FXU Constitution (see [www.fxu.org.uk/yourunion](http://www.fxu.org.uk/yourunion)), here is a brief outline on how it all works:

## **FXU Referenda**

An FXU referendum is the highest decision-making process in FXU. A referendum is usually a closed question with a yes or no or abstain answer that is held to gain widespread opinion on a specific issue. All and only current students of Falmouth and UECC can vote in FXU referenda. This is a formal and democratic way of how students direct FXU.

## **FXU General Meetings**

An FXU general meeting is the second highest decision-making process in FXU with the Annual General Meeting (AGM) being the most important general meeting (i.e. a referendum can overturn a decision made at a general meeting). At general meetings, student issues can be raised; votes on issues can be taken. Only current students of Falmouth and UECC can vote in FXU general meetings. This is another formal and democratic way that students direct FXU.

## **FXU Leadership Team**

The FXU Leadership Team meet to represent the whole student body. Membership includes Student Voice Chairperson, the FXU Presidents and FXU Executive Officers. The Leadership Team hold the FXU Presidents to account, make decisions in the interests of students; and can create political policy for the Union. The Chair of the FXU Leadership Team is recruited using a formal recruitment procedure.

## **FXU Presidents**

The key role of the Presidents is to represent students throughout all levels of the separate (Falmouth/UECC) institutional structures. They each attend a variety of meetings and committees to ensure that student views are considered at all stages of planning and decision-making. Students can contact the Presidents at any time to raise queries and issues.

The Presidents are elected each year by students, and are voted into position for a term of office for 12 months. The Presidents are paid, full-time positions. The Presidents are sometimes referred to as Sabbaticals or Sabbs as they are roles open to students taking either 1-2 years out of their studies and to students spending 1-2 years directly following their studies. A President can be in the role for a maximum for two years, subject to re-election.

Current Presidential positions are: FXU President Falmouth, FXU President Exeter, FXU President Community & Welfare and FXU President Student Experience.

**FXU Executive Officers**

Students elect Executive Officers each year, who are current students and who undertake the role voluntarily, on a part-time basis, alongside their studies. They each have a specific remit and work as part of the FXU Leadership Team to find out and implement what students want.

Current FXU Executive Officer positions can be found on the FXU website.

<https://www.fxu.org.uk/studentvoice/studentleadership/execofficers/>

**FXU Trustees**

As FXU is an independent charity, FXU has a Board of Trustees. The FXU Board of Trustees is made up of 4 elected Presidents; 2 external trustees and 2 student trustees (for more detail see the Code of Conduct as a Trustee for FXU section in this pack).

**FXU Staff & Volunteers**

The Chief Executive Officer (CEO)/Director and Managers are paid members of Staff who advise, support, plan and deliver the work of the FXU. FXU has lots of valuable Student Volunteers who have all kinds of roles from selling tickets to promoting elections to minibus drivers for volunteering activities all over Cornwall.

# NUS, FXU and the NUS National Conference

FXU are affiliated to the National Union of Students (NUS). Here is some information on the NUS, FXU and the NUS National Conference:

- NUS is the National Union of Students.
- NUS represents and campaigns for students in improving the student experience. For example, in November 2010, NUS organised a mass demonstration of students in London to campaign to the government to not increase university tuition fees. Another example is that NUS negotiate with relevant companies to offer discounts for students through the NUS Extra card available to all students.
- NUS also provide training, support and resources for Students' Union Officers and staff.
- FXU, like many other Students' Unions in the country, is affiliated with NUS and therefore is a member. All members of NUS are invited to attend the NUS National Conference as (like the democratic procedures of Students' Unions) ultimate decision-making is by its members and NUS is accountable to its members.
- Students' Unions can send delegates to attend national conferences to represent their Students' Union. FXU have sent students to conferences representing LGBTQ+, Black and International students as well as the NUS National Conference.
- At the NUS National Conference:
  - policy is set for the year ahead in each of the 5 zones (Further Education, Higher Education, Society & Citizenship, Union Development and Welfare);
  - the President, Presidents and Block of 15 representatives on the National Executive Council are elected;
  - the budget for the year ahead is decided through the Annual General Meeting (AGM)
- More information on the NUS National Conference can be found on the NUS website National Conference hub <http://www.nusconnect.org.uk/conference/>

# Presidents have responsibility as Trustees of FXU

If successfully elected as a President you will become a Trustee of FXU. Training on trustee duties will also be provided.

All members of the Trustee board have general control of, and responsibility for, the strategic management and administration of the organisation. This means having ultimate responsibility for directing the affairs of the Union (as a charitable organisation) and ensuring that it is financially viable; well-run; complies with any legal or governing policies and procedures; and delivers its objectives for which the organisation exists.

Trustees have legal obligations and responsibilities to FXU as an organisation. Trustees must always act in the best interests of the organisation, and cannot represent or act in the interests of any other outside body or their own personal interests.

## **All Presidential candidates will automatically become trustees of Falmouth & Exeter Students' Union (FXU) and therefore must declare the following:**

- I am over 18 years of age
- I have never been convicted of an offence involving dishonesty or deception that is not regarded as legally spent
- I am not an undischarged bankrupt
- I have never been removed from office as a charity trustee by a Court or by the Charity Commission
- I have not been disqualified under the Company Directors Disqualification Act 1986
- I have not made compositions with my creditors from which I have not been discharged
- I am, in the light of the above, not disqualified by the Charities Act 1993 (Section 72) from acting as a charity trustee
- I understand that, as a trustee of FXU, I will be excluded from employment by FXU (unless elected as an Officer Trustee). Therefore, if I act as a staff member of FXU, I will have to resign my position upon taking office as a trustee.

# FXU Equal Opportunities Statement of Intent

FXU is committed to ensuring that all its services, activities and opportunities are available equally to all students of University of Exeter Cornwall Campus (UECC) and Falmouth University.

FXU will endeavour to ensure accessibility to all, and pro-active measures will be undertaken towards this, and to further ensure that FXU does not unintentionally discriminate against any student.

FXU absolutely opposes all forms of discrimination on any grounds. As examples, this includes discrimination on the grounds of age, appearance, class, disability, gender, HIV status, marital status, nationality, political beliefs, religion, race / ethnicity, sex or sexuality. \* This list is not exhaustive.

Any complaints or comments about Equal Opportunities should be directed to the FXU Office at Penryn campus or emailed to [elections@fxu.org.uk](mailto:elections@fxu.org.uk)

# Glossary

Below are a list of words, abbreviations and acronyms commonly used within the Students' Union and elections that will be of help in understanding the supplied literature.

**Candidate** - Person who is applying, or putting themselves forward for, a particular position, i.e. an Elected office

**CEO** – Chief Executive Officer

**Constitution** - A legal, governing document that states an organisation's purpose, who benefits, who are the trustees and how it is accountable. A constitution is a requirement of the Charity Commission, of which Students' Unions are regulated by in accordance with Charity Law in England and Wales.

**DRO** - Deputy Returning Officer (oversees the fair, accurate running of FXU elections in the absence of the SRO).

**Exec** - Executive Officer, a voluntary part-time elected position.

**Falmouth Exeter Plus** – Shared services of Falmouth and UECC, (formerly Tremough Campus Services Group).

**FXU** - Falmouth and Exeter Students' Union.

**FXU Board** - Falmouth and Exeter Students' Union Board of Trustees who have the strategic and legal authority for FXU

**FXU SMT** - Falmouth and Exeter Students' Union Senior Management Team (comprises of the FXU CEO, Activities Director, Advice Director and Student Voice Director), which has day-to-day management authority for FXU operations.

**Manifesto** - A written document that outlines a candidates' intentions and proposed policies and actions, should they be elected to office.

**Meet The Candidates** - Sometimes referred to as 'hustings' - An event that provides a platform for candidates to speak, present themselves, their manifesto and debate. Also provides attendees with the opportunity to put questions to the candidates.

**MoU** - Memorandum of Understanding (outlines how two organisations expect to work together).

**NUS** - National Union of Students

**Sabbs** - Sabbaticals - full-time paid, elected Presidents working for FXU.

**SRO** - Senior Returning Officer (oversees the fair and accurate running of elections).

**SU** - Students' Union

**Trustee** - Someone with legal authority and responsibility for something on behalf of others, ie FXU trustees have responsibility for the organisation on behalf of students. An external trustee is someone who is not a student, but may be a past president or someone with skills and experience required on the trustee board. A student trustee is a current student of Falmouth or UECC but is not a President or Exec.

**UECC** - University of Exeter Cornwall Campuses.

# Campaigning Spend Form

- To declare campaigning spend
- To be submitted by each candidate within 5 days after the close of voting
- Submit with all receipts/details to the Senior Returning Officer

Name:	
Post running for:	
Date:	
Contact No:	
Bank Name:	
Account No:	
Sort Code	

Details of campaigning spend		
Description of materials	Date	Amount (£)
Total Amount Spent (£):		

**Nominal Price list** For things you already have

Item	Price
T-shirt	£2
Marker pen	£1
Spray paint	£2

On submitting form and receipts	
Signed:	
Date:	

**FXU will reimburse £50 of expenses on submission of valid receipts. If you require additional financial support please arrange to discuss this with a member of FXU staff before voting starts. Presidential candidates must not exceed the maximum spend of £100.**





# Nomination Form

## FXU By-Election 2018

<b>Name of Candidate</b>		<b>FXU President Exeter</b>
<b>University:</b>		
<b>Student Card No.:</b>		
<b>Course:</b>		
<b>Year:</b>		
<b>Term-time address:</b>		
<b>Out of term-time address:</b>		
<b>Telephone number:</b>		
<b>Email address:</b>		

<b>Proposer's Details</b>	<b>Secunder's Details</b>
<b>Name:</b>	<b>Name:</b>
<b>University:</b>	<b>University:</b>
<b>Student Card No.:</b>	<b>Student Card No.:</b>
<b>Course:</b>	<b>Course:</b>
<b>Year:</b>	<b>Year:</b>

These details are required to enable FXU to:

- Identify candidates and those who propose and second them; and
- Contact candidates with regards to the elections in which they are standing as a candidate.

FXU will use your details to contact you in relation to this election this election only.

FXU will retain this form and the information on it for a period of 12 months from the date of the election only.

FXU will not share your details with any third parties.

### Declaration

I am a University of Exeter Cornwall Campuses/Falmouth University student and a member of the FXU (Falmouth & Exeter Students' Union). I agree to run my campaign within the rules and procedures of the FXU elections, which I have read and understood. If elected into a Presidential position, I understand I will be required to undertake the position of an FXU Trustee with the associated responsibilities.

**Signed:** \_\_\_\_\_ **Date:** \_\_\_\_\_

Please submit your completed form to the FXU office at Penryn by 12 noon on Friday 1<sup>st</sup> June. Your manifesto and a photo should be uploaded to the FXU website. See rules for details.

For admin use only:

Received by (initials):      Date:      Signed declaration check:      Manifesto received:      Photo received:

# Equalities Monitoring Form

FXU wants to meet the aims and commitments set out in its equality policy. This includes not discriminating under the Equality Act 2010, and building an accurate picture of the diversity of our volunteers and officers.

The information you provide will not have any affect in being a candidate for FXU and will be separated from your nomination form once handed into the FXU office and therefore will be anonymous. Any information given will be treated sensitively.

Please hand this completed form into the FXU office.

## Which institution are you studying with?

University of Exeter  Falmouth University

---

## What is your study Level?

Foundation  Undergraduate  Postgraduate

---

## What is your timing?

Full time  Part time

---

## What is your study year?

First  Second  Third  Fourth  If other year, please write in:

---

## Where is your study based?

Bodmin  Falmouth  Off campus (distance learning)  Penryn   
Truro

If other location, please write in:

---

**Age** 18-20  21-24  25-29  Over 30  Prefer not to say

---

## What is your student category?

UK student  EU Student  International Student

---

## What is your ethnicity?

Ethnic origin is not about nationality, place of birth or citizenship. It is about the group to which you perceive you belong. Please tick the appropriate box

### White

English  Welsh  Scottish  Northern Irish  Irish  Cornish   
British  Gypsy or Irish Traveller  Prefer not to say

Any other white background, please write in:

### Mixed/multiple ethnic groups

White and Black Caribbean  White and Black African  White and Asian  Prefer not to say  Any other mixed background, please write in:

**Asian/Asian British**

Indian  Pakistani  Bangladeshi  Chinese  Prefer not to say   
Any other Asian background, please write in:

**Black/ African/ Caribbean/ Black British**

African  Caribbean  Prefer not to say   
Any other Black/African/Caribbean background, please write in:

**Other ethnic group**

Arab  Prefer not to say  Any other ethnic group, please write in:

---

**Gender** Man  Woman  Non-binary  Prefer not to say  If you prefer to use your own term, please specify here .....

---

**Are you married or in a civil partnership?** Yes  No  Prefer not to say

---

**What is your sexual orientation?**

Heterosexual  Gay woman/lesbian  Gay man  Bisexual   
Prefer not to say  If you prefer to use your own term, please specify here

---

**Do you consider yourself to have a disability or health condition?**

Yes  No  Prefer not to say

What is the effect or impact of your disability or health condition on your ability to give your best at fxu? Please write in here:

The information in this form is for monitoring purposes only. If you believe you need a 'reasonable adjustment', then please discuss this with the Student Voice Team

---

**What is your religion or belief?**

No religion or belief  Buddhist  Christian  Hindu  Jewish   
Muslim  Pagan  Sikh  Prefer not to say   
If other religion or belief, please write in:

---