



Ollscoil na hÉireann  
National University of Ireland

# Seanad Éireann Information for Candidates (NUI Constituency)

## INTRODUCTION

The legal basis for the University Seanad Éireann elections is Bunreacht na hÉireann, Article 18(4) and the relevant Act is the Seanad Electoral (University Members) Act, 1937. Under that Act, The National University Constituency elects three members of Senate, and Dublin University (Trinity) Constituency also elects three members of Senate. (The Constitution was amended in 1979 to allow for legislation whereby the University constituencies would include other third level institutions and the election would be "*...of so many members of Seanad Éireann as may be fixed by law in substitution for an equal number of the members to be elected...*" pursuant to Article 18(4)(1) - to date no further legislation has been enacted.)

For the convenience of prospective candidates this election pack contains relevant documents for candidates, which includes the following:

- Frequently asked questions
- Form of Nomination (Irish and English versions)
- A sample completed Form of Nomination
- An Post postal specification document for free postage scheme
- List of Institutions in the NUI Seanad Éireann Constituency
- Graduate Registration/ Update Form (Irish and English versions)

# FREQUENTLY ASKED QUESTIONS

## 1 NUI SEANAD EIREANN OFFICERS

### **Who is the Registration Officer in the NUI constituency?**

The Registrar of NUI, (currently Dr. Attracta Halpin) is, ex officio, the Registration Officer.

### **Who is the Returning Office for the NUI Seanad Éireann Elections?**

The Returning Officer is ex officio the Vice-Chancellor of the NUI at the time of election. (The office of Vice-Chancellor rotates among the Presidents of the Constituent Universities every two years). In 2020, the Chancellor Maurice Manning will act as Returning Officer.

### **When does the Seanad Éireann election take place?**

Seanad Elections take place within 90 days of the dissolution of Dáil Éireann, and is strictly a postal vote. Presuming that more than three candidates are nominated, ballot papers are issued to all registered graduates.

The current Seanad Éireann Register contains the names of 112,216 electors.

### **What institutions comprise the NUI constituency?**

The Constituent Universities, Recognised Colleges and Colleges which were formerly Recognised Colleges (the latter only for the period when they were within the NUI federation). Please see Institutions in the NUI Seanad Éireann Constituency page.

### **Are all NUI graduates automatically eligible to vote in Seanad elections?**

No. Graduates must be citizens of Ireland and must claim to be registered.

## 2 NUI SEANAD ÉIREANN CANDIDATES

### **Who can be a candidate?**

*'A person to be eligible for membership of Seanad Éireann must be eligible to become a member of Dáil Éireann' Bunreacht na hÉireann, Art. 18.2 (Every citizen without distinction of sex who has reached the age of twenty-one years, and who is not placed under disability or incapacity by this Constitution or by law, shall be eligible for membership of Dáil Éireann. Bunreacht na hÉireann, Art. 16.1)*

## **What does a candidate have to do?**

To stand for election in the NUI constituency, a candidate does not have to be a graduate, but must be nominated, that is, must submit one completed Form of Nomination as prescribed on or before the date of close of nominations.

## **Do candidates have to pay a deposit or other fee?**

No.

## **3 NOMINATIONS**

### **What information is required in a Form of Nomination?**

The candidate must give his/her name and address, and a description, which, *‘in the opinion of the Returning Officer, is calculated sufficiently to identify’* the candidate’. (Seanad Electoralo (University Members) Act, 1937)

He/She must have a Proposer and Seconder and Eight Assentors. All ten must be NUI graduates listed in the Seanad Éireann Register.

### **May a registered graduate be Proposer, Seconder or Assentor for more than one candidate?**

Yes, an elector may act as proposer, seconder or assentor for up to three candidates.

### **How does a candidate know the date of close of nominations?**

The information will be available on the NUI website and will be published in the national press. The Minister for the Environment, Heritage and Local Government will issue an Order, within a week of the dissolution of the Dáil, establishing three dates:

- the date of close of nominations, usually approximately three weeks from the date of dissolution
- the date of issue (ie posting) of ballot papers
- the date of the election (close of poll)

### **Can anyone object to a Form of Nomination?**

Yes. Any objections to a Form of Nomination will be considered and ruled upon by the Returning Officer not later than one o'clock in the afternoon on the last day for receiving nominations.

*‘The ruling of the Returning Officer on an objection to a Form of Nomination or on any other question arising in relation to the nomination of the candidates shall be final and shall not be open to review by any Court.’*

## **What happens on the day of Close of Nominations?**

All duly completed Form of Nominations must be received by the Returning Office at or before 12:00 noon at the NUI Office, 49 Merrion Square, Dublin 2 on the date of close of nominations.

While the Form of Nominations may be received prior to the official date, in any event all prospective candidates and/or, where relevant, their agents, will be invited to be present at the NUI Office on the day, and an information session for candidates and/or their agents will be held in NUI immediately following the close of nominations. The relevant officials from An Post will be invited to the information session to answer any queries about the free mailing-out of candidates' election material.

## **4 CANDIDATES' FREE MAIL-OUT**

### **How does a candidate avail of the one-off free mailing out?**

Candidates will deal directly with An Post. Each candidate is responsible for the production and printing of his/her own election material for this purpose. The material must be in accordance with An Post's specifications (available in election period).

All other mailing out of campaign material, plus design, printing and packing, are at the discretion of the candidate and at his/her own expense.

## **5 THE BALLOT PAPER**

### **What is the format of the Ballot Paper?**

Candidates are listed in alphabetical order on the ballot paper. Name, address and Rank, Profession or Occupation (as stated in the respective Forms of Nomination) are required.

A candidate may, but is not required, to include a photograph; where a candidate chooses to use a photograph, it must be delivered with the completed Form of Nomination.

#### **(Note**

*Section 56(d) of the Electoral (Amendment) Act 2001 amended section 20 of the Seanad Electoral (University Members) Act 1937 to allow for the inclusion of a photograph of the candidate on the ballot paper in a Seanad election. The Seanad Electoral (University Members) (Prescribed Matters) (Amendment) Regulations 2002, as amended by the Seanad Electoral (University Members) (Prescribed Matters) (Amendment) Regulations 2019, set out the required specification of a photograph for inclusion on a ballot paper.*

*If a candidate wishes to have his or her photograph included on the ballot paper, they must provide with the nomination paper:*

- *A photograph in digitised format (passport size – 35mm x 45mm)*
- AND**
- *Two identical printed copies of the photograph.*

*The photograph must be taken not more than 12 months prior to the day for the closing of the poll and must be of good quality, in colour and taken to a professional standard, showing the candidate's full face, head and shoulders only, on a light background (any colour).*

*Each printed copy of the photograph must have the candidate's name clearly shown on the back.*

*If the above requirements are not complied with, the returning officer may not include the photograph on the ballot paper. In these circumstances, or if no photograph is supplied, the space for the candidate's photograph will be left blank on the ballot paper.*

**THE ONUS IS ON THE CANDIDATE TO MEET THESE REQUIREMENTS.)**

## **How and when will the ballot papers be sent to the electorate?**

Voting Papers are issued by registered post on the date set out in the Minister's Order. Because of the size of the two university electorates - currently over 112,000 for NUI, and approximately 65,000 for University of Dublin (Trinity College) - delivery of the registered post may take a number of days from the date of issue.

Delivery of ballot papers sent to addresses overseas may be slower, depending on the efficiency of the local postal service.

Candidates and their Agents are entitled to attend at the issue of ballot papers.

## **What happens if the elector is not at the address to sign for the registered post?**

The post person should leave a docket letting the addressee know that the post can be collected from the Post Office; if uncollected after three days, the envelope will be returned to NUI.

On request, the ballot paper will be re-sent, again by registered post, provided the original envelope has been returned undelivered to NUI.

## **How will a candidate or an elector know the date, time and place of the close of poll?**

The date of the close of poll will appear on the label of the envelope sent to each elector and on the ballot paper itself. Agents of the candidates will be notified in writing of the time and place at which the count will take place. The information will also be available on the NUI website and Social Media pages.

## 6 THE REGISTER

### What is the Seanad Register?

The Seanad Éireann Register is a list of the names, addresses and qualifications of NUI graduates (other than honorary graduates) who are citizens of Ireland and who have claimed to be registered to vote in the NUI constituency in Seanad Éireann elections. The Register is revised annually, for publication each year on 1st June, to include the names of graduates who have submitted Registration Claim Forms in the preceding year. The deadline for receipt of Claim Forms in any given year is 26th February.

### Once the revised Register has been published, is it possible to amend an address?

Yes, a graduate may, at any time, ensure that his/her details are up-to-date by posting a completed Registration Claim / Graduate Update Form to NUI (address below),

National University of Ireland  
Records Office  
49 Merrion Square  
Dublin 2 D02 V583  
Ireland

or by emailing the following details to [records@nui.ie](mailto:records@nui.ie)

- full name (forename[s] and surname) at registration
- any other form of name used (e.g. Irish, single, married etc)
- date of birth
- NUI degree(s) and other NUI qualification(s)
- year(s) of conferring(s) and NUI institution(s) where conferred
- previous address (for identification purposes)
- current address

The death of a graduate may also be notified to NUI at any time either in writing or by email.

### Are names ever removed from the Register?

Yes.

- on receipt of written request by a graduate to have his/her name removed
- on receipt of notification of the death of a graduate
- as provided by the Electoral (Amendment) Act 2001: *'after reasonable enquiry by the registration officer, whose address or the address to which the ballot paper is to be sent is unknown'*. (S. 56)

Please note that any graduate whose name is removed from the Seanad Register under this provision and who wishes to be listed as an elector again, must submit a Registration Claim Form in the prescribed manner.

## **What Register will be used for the Seanad Election?**

Once the Dáil is dissolved, the Seanad Register in use at that time will be the Register used for the Seanad Election. If the date of dissolution occurs a short time before 1st June, the Registration Officer will consult with the Minister of Environment Heritage and Local Government as to whether the newly revised Register may be used.

This happened in 1997 and 2002, and in both cases permission was given to use the revised Register.

## **Who may purchase a Seanad Register?**

Anyone may purchase the Seanad Register, either as a hard copy or on disc (subject to the provisions of the Data Protection Acts). The cost of the Register is calculated on a prescribed formula, and currently costs €169 in either format.

The Seanad Register may be used only for electoral purposes.

TOGHCHÁN SHEANAD ÉIREANN, BAILL PRÍOMH SCOILE, TOGLACH OLLSCOIL NA hÉIREANN

FOIRM AINMNIÚCHÁIN

Ainmnímid, a bhfuil ainmnithe thíos,

\_\_\_\_\_ de \_\_\_\_\_

sa \_\_\_\_\_ de \_\_\_\_\_

agus

\_\_\_\_\_ de \_\_\_\_\_

sa \_\_\_\_\_ de \_\_\_\_\_

a bheith inár dtoghthóirí cláraithe den thoghlach **OLLSCOIL na hÉIREANN** an duine seo a leanas d'fhonn oibriú i Seanad Éireann mar bhall ar son an toghlaigh ainmnithe.

Sloinne	Ainmneacha eile	Seoladh	Rang, Gairm nó Post

<p>Grianghraif greamaithe le bheith iniata ar an bpáipéar ballóide (féach an nóta thall).      Sea <input type="checkbox"/>      Ní hea <input type="checkbox"/></p>
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(*Síithe*) \_\_\_\_\_ de \_\_\_\_\_

(*Síithe*) \_\_\_\_\_ de \_\_\_\_\_

Aontaímid, a bhfuil ainmnithe thíos, a bheith inár dtoghthóirí cláraithe do thoghlach **OLLSCOIL na hÉIREANN**, d'ainmniúchán an duine atá luaite thuas

\_\_\_\_\_ mar dhuine ceart d'fhonn freastal mar bhall an toghlaigh ainmnithe.

(*Síithe*) \_\_\_\_\_ de \_\_\_\_\_

(*Síithe*) \_\_\_\_\_ de \_\_\_\_\_

(*Síithe*) \_\_\_\_\_ de \_\_\_\_\_

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(*Síithe*) \_\_\_\_\_ de \_\_\_\_\_



## **Nóta**

Leasaíodh le hAlt 56(d) den Acht Toghcháin (Leasú) 2001 alt 20 d’Acht Toghcháin an tSeanaid (Comhaltaí Ollscoile) 1937 chun soláthar d’áireamh ghrianghraf an iarrthóra ar an bpáipéar ballóide in Olltoghchán Seanaid. Leagtar amach i Rialachán Toghcháin an tSeanaid (Comhaltaí Ollscoile) (Nithe Forordaithe) (Leasú) 2002 arna leasú le Rialachán Toghcháin an tSeanaid (Comhaltaí Ollscoile) (Nithe Forordaithe) (Leasú) 2019, an tsonraíocht is gá i leith grianghraif le go gcuirfí an pháipéar ballóide é.

Más mian le hiarrthóir go gcuirfí a g(h)rianghraf leis an bpáipéar ballóide, ní mór dóibh na nithe seo a leanas a sholáthar leis an bpáipéar ainmniúcháin:

- Grianghraf i bhformáid dhigitithe (méid grianghraif – 35mm x 45mm);

### **AGUS**

- Dhá chóip chlóbhuailte cheannanna chéanna den ghrianghraf.

Caithfidh nár tógadh an grianghraf ní ba mhó ná 12 mí roimh an lá do dhúnadh na vótála agus caithfidh cáilíocht mhaith bheith aige, é bheith lándaite agus tógtha chuig caighdeán gairmiúil, ag taispeáint aghaidh iomlán, ceann agus guailí an iarrthóra féin amháin, os coinne cúlra éadroim (de dhath ar bith).

Ba chóir go dtaispeánfaí ainm an iarrthóra go soiléir ar chúl gach cóip phriontáilte den ghrianghraf.

Mura gcomhlíontar na ceanglais thuas, d’fhéadfaí nach n-áireodh an ceann comhairimh an grianghraf leis an bpáipéar ballóide. Sna cúinsí seo, nó mura soláthraítear aon ghrianghraf ar chor ar bith, a fhágfar bán an spás do ghrianghraf an iarrthóra ar an bpáipéar ballóide.

**IS AR AN IARRTHÓIR ATÁ AN DUALGAS NA CEANGLAIS SEO A SHÁSAMH**

## TOGHCHÁN SHEANAD ÉIREANN, BAILL PRÍOMH SCOILE, TOGLACH OLLSCOIL NA hÉIREANN

## FOIRM AINMNIÚCHÁIN

Ainmnímid, a bhfuil ainmnithe thíos,

TAIRGEOR	de	SRÁID
----------	----	-------

sa	BAILE	de	CONTAE
----	-------	----	--------

agus

CUIDITHEOR	de	SRÁID
------------	----	-------

sa	BAILE	de	CONTAE
----	-------	----	--------

a bheith inár dtoghthóirí cláraithe den toghlach **OLLSCOIL na hÉIREANN** an duine seo a leanas d'fhonn oibriú i Seanad Éireann mar bhall ar son an toghlaigh ainmnithe.

Sloinne	Ainmneacha eile	Seoladh	Rang, Cairm nó Post
BLOGGS	TERRY	1 Príomhsráid Baile Nua Contae Z	Riarthóir

Grianghraif greamaithe le bheith iniata ar an bpáipéar ballóide (féach an nóta thall).

Sea



Ní hea



(Sínithe) Tairgeoir

(Sínithe) Cuiditheoir

Aontaímid, a bhfuil ainmnithe thíos, a bheith inár dtoghthóirí cláraithe do toghlach **OLLSCOIL na hÉIREANN**, d'ainmniúchán an duine atá luaite thuas.

mar dhuine ceart d'fhonn freastal mar bhall an toghlaigh ainmnithe.

(Sínithe) Toghthóir Toilitheach 1 de Seoladh

(Sínithe) Toghthóir Toilitheach 2 de Seoladh

(Sínithe) Toghthóir Toilitheach 3 de Seoladh

(Sínithe) Toghthóir Toilitheach 4 de Seoladh

(Sínithe) Toghthóir Toilitheach 5 de Seoladh

(Sínithe) Toghthóir Toilitheach 6 de Seoladh

(Sínithe) Toghthóir Toilitheach 7 de Seoladh

(Sínithe) Toghthóir Toilitheach 8 de Seoladh

## Nóta

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Más mian le hiarrthóir go gcuirfí a g(h)rianghraf leis an bpáipéar ballóide, ní mór dóibh na nithe seo a leanas a sholáthar leis an bpáipéar ainmniúcháin:

Grianghraf i bhformáid dhigitithe (méid grianghraif – 35mm x 45mm);

## AGUS

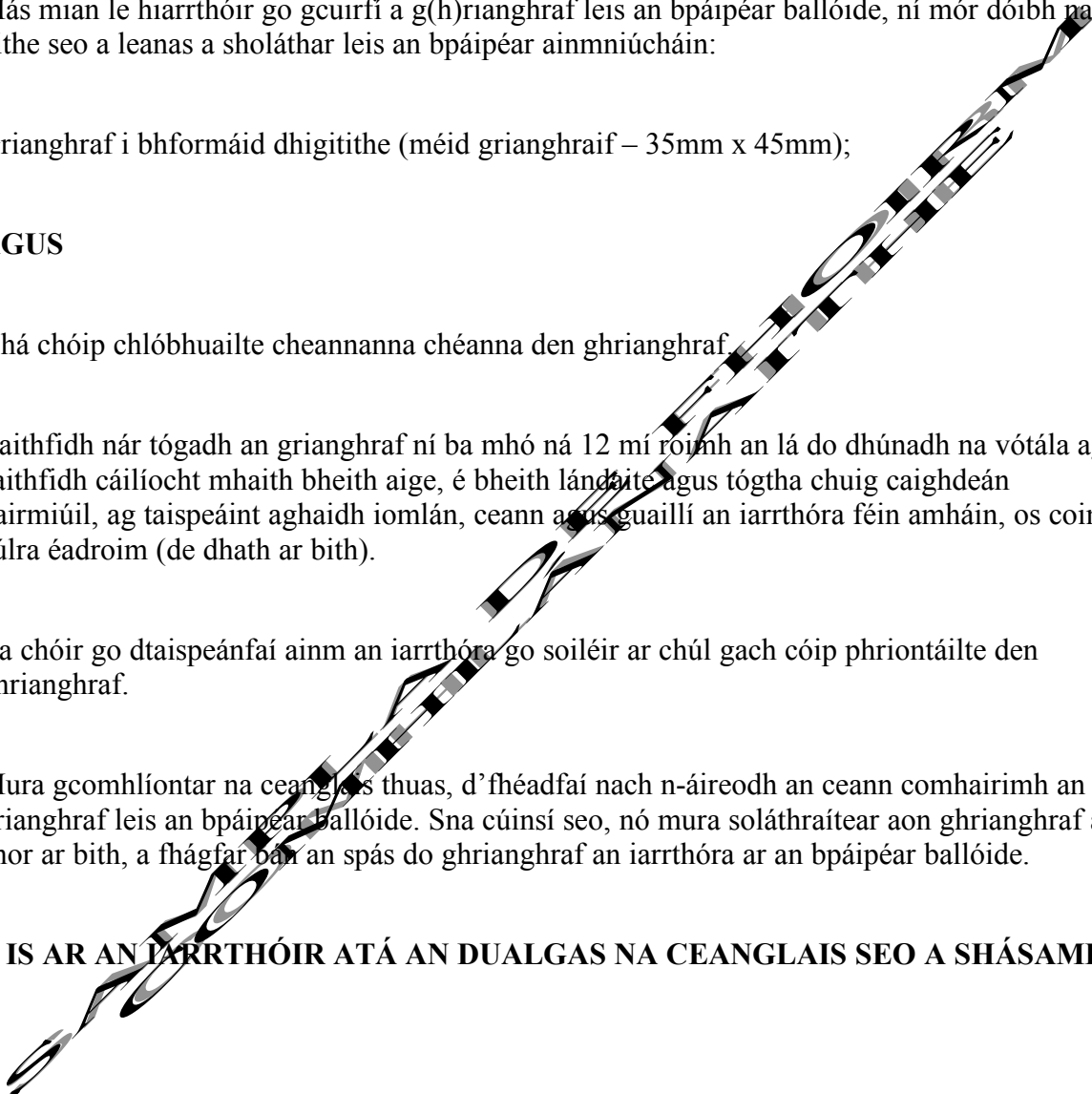
Dhá chóip chlóbhuailte cheannanna chéanna den ghrianghraf

Caithfidh nár tógadh an grianghraf ní ba mhó ná 12 mí roimh an lá do dhúnadh na vótála agus caithfidh cáilíocht mhaith bheith aige, é bheith lánáite agus tógtha chuig caighdeán gairmiúil, ag taispeáint aghaidh iomlán, ceann agus guailí an iarrthóra féin amháin, os coinne cúlra éadroim (de dhath ar bith).

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Mura gcomhlíontar na ceanglaí seo thuas, d’fhéadfaí nach n-áireodh an ceann comhairimh an grianghraf leis an bpáipéar ballóide. Sna cúinsí seo, nó mura soláthraítear aon ghrianghraf ar chor ar bith, a fhágfar baint an spás do ghrianghraf an iarrthóra ar an bpáipéar ballóide.

**IS AR AN IARRTHÓIR ATÁ AN DUALGAS NA CEANGLAIS SEO A SHÁSAMH**



**SEANAD ÉIREANN ELECTION, UNIVERSITY MEMBERS, NUI CONSTITUENCY**

**FORM OF NOMINATION**

We, the undersigned,

\_\_\_\_\_ of \_\_\_\_\_

in the \_\_\_\_\_ of \_\_\_\_\_

**and**

\_\_\_\_\_ of \_\_\_\_\_

in the \_\_\_\_\_ of \_\_\_\_\_

being registered electors of the constituency of **NATIONAL UNIVERSITY OF IRELAND** do hereby nominate the following person to serve in Seanad Éireann as a member for the said constituency:

Surname	Other Names	Home Address	Rank, Profession or Occupation

Photographs attached for inclusion on ballot paper (see note overleaf).	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
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(Signed) \_\_\_\_\_

(Signed) \_\_\_\_\_

We, the undersigned, being registered electors for the constituency of **NATIONAL UNIVERSITY OF IRELAND** do hereby assent to the nomination of the above-mentioned

\_\_\_\_\_ as a proper person to serve as a member for the said constituency.

(Signed) \_\_\_\_\_ of \_\_\_\_\_

(Signed) \_\_\_\_\_ of \_\_\_\_\_

(Signed) \_\_\_\_\_ of \_\_\_\_\_

(Signed) \_\_\_\_\_ of \_\_\_\_\_

(Signed) \_\_\_\_\_ of \_\_\_\_\_

(Signed) \_\_\_\_\_ of \_\_\_\_\_

(Signed) \_\_\_\_\_ of \_\_\_\_\_

(Signed) \_\_\_\_\_ of \_\_\_\_\_

## **Note**

Section 56(d) of the Electoral (Amendment) Act 2001 amended section 20 of the Seanad Electoral (University Members) Act 1937 to allow for the inclusion of a photograph of the candidate on the ballot paper in a Seanad election. The Seanad Electoral (University Members) (Prescribed Matters) (Amendment) Regulations 2002, as amended by the Seanad Electoral (University Members) (Prescribed Matters) (Amendment) Regulations 2019 set out the required specification of a photograph for inclusion on a ballot paper.

If a candidate wishes to have his or her photograph included on the ballot paper, they must provide with the nomination paper:

- A photograph in digitised format (passport size – 35mm x 45mm);

### **AND**

- Two identical printed copies of the photograph.

The photograph must be taken not more than 12 months prior to the day for the closing of the poll and must be of good quality, in colour and taken to a professional standard, showing the candidate's full face, head and shoulders only, on a light background (any colour).

Each printed copy of the photograph must have the candidate's name clearly shown on the back.

If the above requirements are not complied with, the returning officer may not include the photograph on the ballot paper. In these circumstances, or if no photograph is supplied, the space for the candidate's photograph will be left blank on the ballot paper.

### **THE ONUS IS ON THE CANDIDATE TO MEET THESE REQUIREMENTS.**

## **PHOTOGRAPHS**

1. A photograph in digitised format and two identical printed copies of the photograph (passport size - 35mm x 45mm) shall be delivered with the candidate's nomination paper.
2. The photograph shall be of good quality and in colour showing the candidate's full face, head and shoulders only, on a light background (any colour) and taken to a professional standard.
3. The photograph shall have been taken not more than twelve months prior to the date appointed by the Minister for Housing, Planning and Local Government by order under section 12 of the Seanad Electoral (University Members) Act 1937 for the close of the poll at the election.
4. Each copy of the printed photograph shall have the candidate's name clearly shown on the back.

## SEANAD ÉIREANN ELECTION, UNIVERSITY MEMBERS, NUI CONSTITUENCY

## FORM OF NOMINATION

We, the undersigned,

\_\_\_\_\_ PROPOSER \_\_\_\_\_ of \_\_\_\_\_ STREET ADDRESS \_\_\_\_\_

in the \_\_\_\_\_ TOWN / CITY \_\_\_\_\_ of \_\_\_\_\_ COUNTY \_\_\_\_\_

and

\_\_\_\_\_ SECONDER \_\_\_\_\_ of \_\_\_\_\_ STREET ADDRESS \_\_\_\_\_

in the \_\_\_\_\_ TOWN / CITY \_\_\_\_\_ of \_\_\_\_\_ COUNTY \_\_\_\_\_

being registered electors of the constituency of **NATIONAL UNIVERSITY OF IRELAND** do hereby nominate the following person to serve in Seanad Éireann as a member for the said constituency:

Surname	Other Names	Home Address	Rank, Profession or Occupation
BLOGGS	TERRY	1 Main Street Newtown County Z	Administrator

Photographs attached for inclusion on ballot paper (see note overleaf). Yes  No

(Signed) \_\_\_\_\_ Proposer \_\_\_\_\_

(Signed) \_\_\_\_\_ Secunder \_\_\_\_\_

We, the undersigned, being registered electors for the constituency of **NATIONAL UNIVERSITY OF IRELAND** do hereby assent to the nomination of the above-mentioned

\_\_\_\_\_ TERRY BLOGGS \_\_\_\_\_  
as a proper person to serve as a member for the said constituency.

(Signed) \_\_\_\_\_ Assentor One \_\_\_\_\_ of \_\_\_\_\_ Address \_\_\_\_\_

(Signed) \_\_\_\_\_ Assentor Two \_\_\_\_\_ of \_\_\_\_\_ Address \_\_\_\_\_

(Signed) \_\_\_\_\_ Assentor Three \_\_\_\_\_ of \_\_\_\_\_ Address \_\_\_\_\_

(Signed) \_\_\_\_\_ Assentor Four \_\_\_\_\_ of \_\_\_\_\_ Address \_\_\_\_\_

(Signed) \_\_\_\_\_ Assentor Five \_\_\_\_\_ of \_\_\_\_\_ Address \_\_\_\_\_

(Signed) \_\_\_\_\_ Assentor Six \_\_\_\_\_ of \_\_\_\_\_ Address \_\_\_\_\_

(Signed) \_\_\_\_\_ Assentor Seven \_\_\_\_\_ of \_\_\_\_\_ Address \_\_\_\_\_

(Signed) \_\_\_\_\_ Assentor Eight \_\_\_\_\_ of \_\_\_\_\_ Address \_\_\_\_\_

## Note

Section 56(d) of the Electoral (Amendment) Act 2001 amended section 20 of the Seanad Electoral (University Members) Act 1937 to allow for the inclusion of a photograph of the candidate on the ballot paper in a Seanad election. The Seanad Electoral (University Members) (Prescribed Matters) (Amendment) Regulations 2002, as amended by the Seanad Electoral (University Members) (Prescribed Matters) (Amendment) Regulations 2019 set out the required specification of a photograph for inclusion on a ballot paper.

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### AND

- Two identical printed copies of the photograph.

The photograph must be taken not more than 12 months prior to the day for the closing of the poll and must be of good quality, in colour and taken to a professional standard, showing the candidate's full face, head and shoulders only, on a light background (any colour).

Each printed copy of the photograph must have the candidate's name clearly shown on the back.

If the above requirements are not complied with, the returning officer may not include the photograph on the ballot paper. In these circumstances, or if no photograph is supplied, the space for the candidate's photograph will be left blank on the ballot paper.

**THE ONUS IS ON THE CANDIDATE TO MEET THESE REQUIREMENTS.**

## PHOTOGRAPHS

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2. The photograph shall be of good quality and in colour showing the candidate's full face, head and shoulders only, on a light background (any colour) and taken to a professional standard.
3. The photograph shall have been taken not more than twelve months prior to the date appointed by the Minister for Housing, Planning and Local Government by order under section 12 of the Seanad Electoral (University Members) Act 1937 for the close of the poll at the election.
4. Each copy of the printed photograph shall have the candidate's name clearly shown on the back.





# **DAIL ,SEANAD, PRESIDENTIAL AND EUROPEAN ELECTIONS FREE POSTAGE SCHEME**

## **Litir um Thoghchán**

### **Specifications**

<b><u>Size</u></b>	DL Card = 210 x 99 mm including crop marks & supplied 3up on A4 Sheet.  A4 folded to DL = similar size requirement as DL. Must be roll-folded to ensure there is one completely closed leading edge. Other edge to be tabbed or spot glued. Supplied banded in 200's & packed in boxes. Boxes to be Numbered, Labelled & Identified i.e. Candidate/Party/Constituency.
<b><u>Paper weight</u></b>	170 gsm to 180 gsm.
<b><u>Paper Type</u></b>	Offset Challenger Uncoated Or Laser Compatible Or Pulp Board (Fodhla)
<b><u>Inks</u></b>	Laser Compatible Or Capable of receiving ink Or Finished using an Aqueous Sealer
<b><u>Artwork</u></b>	Card must include the words "Litir um Thoghchán" or "Election Communication" on the address side in the position of a postage stamp (upper right hand corner). The name of the constituency should also printed on the front of piece.
<b><u>Address Area</u></b>	The address area should measure 80mm x 36mm and be located to the front and centre of the mail piece. It should be located front and centre of mailing item as per previous elections. The address area should be completely void of any coatings, laminate, seal and ink.

**Specimen** Sample of election material or a PDF file must be forwarded to An Post for approval prior to going to print.

**Delivery & Packaging** All cards must be faced the same way, labelled & on Euro Pallets. Cardboard corners to be used on Pallets to prevent dog-earring. All palletised literature to be securely shrink-wrapped.

**Delivery Date** All finished product delivered to An Post printers 10 WORKING DAYS prior to agreed Posting Dates.

**NOT ACCEPTED** Any Varnish, Drying Powder or Spray Drying.  
No form of finish that impedes Ink jetting.  
No Gloss or Coated Paper.  
No Colour, Finish or Sealer on address area.

**AN POST CONTACTS**

Any queries in relation to the forthcoming By-Elections should be directed to the following contacts either by email or mobile phone –

**Myles Burke** An Post (Strategic Account Manager)  
087-8508760 [myles.burke@anpost.ie](mailto:myles.burke@anpost.ie)

**Damien Murray** An Post (Strategic Account Manager)  
087-8508758 [damien.murray@anpost.ie](mailto:damien.murray@anpost.ie)

## Institutions in the NUI Seanad Éireann Constituency

The NUI Constituency comprises graduates of the following institutions who otherwise fulfil the requirements laid down in the Seanad Electoral (University Members) Acts, 1937 - 2015:

### NUI Constituent Universities

<b>University College Dublin - National University of Ireland, Dublin</b> Coláiste na hOllscoile Baile Átha Cliath	(University College Dublin)
<b>University College, Cork - National University of Ireland, Cork</b> Coláiste na hOllscoile Corcaigh	(University College Cork)
<b>National University of Ireland, Galway</b> OÉ Gaillimh	(formerly University College Galway)
<b>Maynooth University - National University of Ireland, Maynooth</b> Ollscoil Mhá Nuad	(formerly St. Patrick's College Maynooth)

### Other NUI Member Institutions – Ail Eile d'Ollscoil na hÉireann

#### NUI Recognised Colleges

<b>Royal College of Surgeons in Ireland</b> Coláiste Ríoga na Máinleá in Éirinn	Recognition granted, July 14th 1977
<b>Institute of Public Administration</b> An Foras Riaracháin	Recognition granted January 16th 2001 (First NUI conferring in 2003) (From September 2011-2018, a constituent College of UCD) Recognition re-established from September 2018

#### Colleges Linked With Constituent Universities - Coláistí Ceangailte Leis na Comh-Ollscoileanna

<b>National College of Art and Design Dublin</b> Coláiste Náisiúnta Ealáine is Deartha	Recognition granted July 1st 1996 (First NUI conferring in 2000)
<b>Institute of Public Administration</b> An Foras Riaracháin	Recognition granted January 16th 2001 Re-constituted as College of a Constituent University (UCD) from September 2011 to September 2018 Recognition re-established as recognised college of NUI from September 2018
<b>Shannon College of Hotel Management</b> Coláiste Ósta na Sionna  (now a School in the College of Business, Public Policy and Law at NUI Galway)	Recognition granted November 9th 2000 (First NUI conferring in 2005)
<b>St. Angela's College, Sligo</b> Coláiste San Aingeal, Sligeach	Recognition granted, April 13th 1978 Re-constituted as College of a Constituent University (NUI, Galway) from 1 January 2006
<b>Burren College of Art</b> Coláiste Ealáine na Bóine	
<b>Institute of Banking</b> An Institiúid Baincéireachta	A Recognised College of University College Dublin

#### Institutions which were formerly NUI Recognised Colleges

<b>Mary Immaculate College of Education, Limerick</b>	Recognition granted, April 17th 1975 (College of Limerick University as of October 1994)
<b>NIHE, Limerick</b>	March 11th 1976 - December 15th 1977 (re-constituted as University of Limerick, by Act, 1989)
<b>Our Lady of Mercy College, Carysfort</b>	Recognition granted, April 17th 1975 – 1988
<b>St. Patrick's College of Education, Drumcondra</b>	Recognition granted, April 17th, 1975 (College of Dublin City University as of October 1995)
<b>Thomond College of Education, Limerick</b>	December 9th 1976 - December 15, 1977
<b>St. Patrick's College Maynooth</b>	February 23rd 1910 – June 1997
<b>St. Angela's College of Education, Sligo</b>	April 1978 – December 2005
<b>Milltown Institute of Theology and Philosophy</b>	Member Institution from September 1st t 2005 - 1st July 2015 (First NUI conferring in October 2006) (Last NUI conferring October 2016)
<b>Uversity</b>	Recognition granted September 1st 2013 (First NUI conferring, 18 November 2015) (Last NUI Conferring, 14 November 2017)

# Foirm Éilimh Ag Lorg/Um Nuashonrúchán Taifead Chéimithe



Ollscoil na hÉireann  
Oifig Taifead,  
49 Cearnóg Mhuirfean,  
BÁC 2, D02 V583, Éire

Fón +353 1 439 2424  
Facs +353 1 439 2477  
records@nui.ie  
www.nui.ie

Is gá beart a dhéanamh chun a bheith in ann vótáil. Tá gach saoránach d'Éirinn agus a fuair céim, (seachas céim oinigh) in Ollscoil na hÉireann agus ag a mbeidh ocht mbliana déag slán, i dteideal a bheith cláraithe mar thoghthóir i dtoghadas Ollscoil na hÉireann ach clárú ar an liosta toghthóirí a éileamh. Tá gach eolas le fáil ar [www.nui.ie/elections](http://www.nui.ie/elections)

Comhlánaigh gach cuid den fhoirm.  
Scríobh i mbloclitriche le do thoil.

Tabhair d'ainm(neacha) díreach mar atá sé(siad) ar do theastas breithe nó mar atá sé(siad) cláraithe ar rollaí na hOllscoile. Má tá tú cláraithe anois faoi do ainm singil, ach go dteastaíonn uait bheith cláraithe faoi d'ainm pósta, ní foláir cóip de do theastas pósta a chur faoi iamh leis an bhfoirm seo.

Murab ionann.

Le haghaidh aitheantais.

Foilsítear Clár Seanad Éireann OÉ ar an 1 lá de Mheitheamh gach bliain.

Chun a bheith san áireamh, ní foláir an fhoirm chomhlánaithe a chur ar ais roimh an 26ú lá de mhí Feabhra.

Seol an fhoirm comhlánaithe chuig:

Ollscoil na hÉireann  
Oifig Taifead  
49 Cearnóg Mhuirfean  
Baile Átha Cliath 2  
D02 V583

Chun críocha Chlár na dToghthóirí a choiméad cruinn, cuir aon athrú in iúl don Oifigeach Clárachta, m.sh. athrú seolta, bás céimí etc.

Má tá cáilíochtaí OÉ eile agat (mar shampla dioplóma) gur mian leat a bheith liostaithe ar an gclár, cuir síos iad anseo.

Tá sé de dhualgas ar Ollscoil na hÉireann (Alt 56 (b) den Acht Toghcháin (Leasú) 2001) Clár Ath-Eagraithe ar leith a fhoilsiú agus a chur ar fáil, ach táille a íoc, de na toghthóirí sin gur mian leo go gcuirfí ar fáil a n-ainmeacha agus a seoltaí le haghaidh "gnó seachas gnó toghcháin nó gnó reachtúil" gnó tráchtála san áireamh.

Sloinne

Ainm(neacha)

Leagan sloinne eile a úsáidtear

Dáta breithe

An saoránach d'Éirinn tú?

Seoladh Baile

Luaigh an seoladh gur chuige is mian leat go gcuirfí an Páipéar Ballóide

Seanseoladh Baile

Fón

Riomhphost

Uimhir mic léinn (Má tá sé ar eolas agat)

Céim(eanna) OÉ a bronnadh ort

Teideal céime

Bliain a bronnadh

Institiúid

Cailíochtaí OÉ eile

Teideal cáilíochta

Bliain a bronnadh

Institiúid

Sínú

Dáta sínithe

An mian leat a bheith cláraithe ar an gClár Seanad Éireann Ath-Eagraithe?  Is mian  Ní mian

Ceadaítear úsáid a bhaint as an gClár seo le haghaidh "gnó seachas, gnó toghcháin nó gnó reachtúil" gnó tráchtála san áireamh. [Alt 56(b) den Acht Toghcháin (Leasú) 2001]

# Seanad Éireann Registration

## Claim/Graduate Record Update



Ollscoil na hÉireann  
National University of Ireland  
Records Office,  
49 Merrion Square,  
Dublin 2 D02 V583,  
Ireland

Phone +353 1 439 2424  
records@nui.ie  
www.nui.ie @NUI MerrionSq

Inclusion on the Seanad Register does not happen automatically. All citizens of Ireland who have been conferred with an NUI degree (other than an honorary degree) and have attained the age of eighteen years are eligible to become electors in the NUI constituency but must claim to be registered. Full information may be found at [www.nui.ie/elections](http://www.nui.ie/elections)

Please complete all sections.  
Please write in block capitals.

Provide names exactly as on birth certificate, or as at college registration if different. If you are now registered in your maiden name, but wish to be registered in your married name, include a copy of your Marriage Certificate with this form.

If this is different from your permanent address.

This address is needed for identification purposes.

The NUI Seanad Éireann Register is published annually on 1 June.  
For inclusion in this register your claim must be returned by 26 February.

**Completed forms should be returned to:**  
National University of Ireland  
Records Office  
49 Merrion Square  
Dublin 2

We wish to maintain accurate records, and therefore appreciate being informed of any pertinent amendments, e.g. change of address, notification of death of a graduate, etc.

If you have other NUI qualifications (eg diploma(s)) that you want listed on the register, please enter then here.

**Data Protection**

NUI processes all personal data transparently and lawfully.

The data collected on this form are being obtained by the National University of Ireland, for the purposes of maintaining the Seanad Éireann Electoral Registers for the National University Constituency.

Personal data will be processed by the National University of Ireland, in accordance with NUI's general Data Protection Policy, available at [www.nui.ie](http://www.nui.ie)

NUI is obliged, [S.56(b) Electoral (Amendment) Act, 2001], to publish and supply, on payment of a fee, a **separate Edited Register** of those electors who wish to have their names and addresses made available for 'a purpose other than an electoral or statutory purpose'.

Surname

First name(s)

Other form(s) of surname

Date of Birth

Are you a citizen of Ireland?

Permanent address

Address to which ballot paper should be sent

Previous address

Phone

Email

Student Number (Please provide if known)

### NUI degree(s) obtained

Degree title

Year conferred

Institution

Y Y Y Y

Y Y Y Y

Y Y Y Y

### Other NUI qualifications

Qualification title

Year conferred

Institution

Y Y Y Y

Y Y Y Y

Y Y Y Y

I declare that the particulars given in this form are true and accurate to the best of my knowledge and belief, and (if I am not already registered), I hereby claim to be registered as an elector for the constituency of the National University of Ireland.

I undertake to keep my details up to date and accurate by informing NUI of any change in my information.

Signature

Date of signature

D D

M M

Y Y Y Y

Do you also wish to be listed in the NUI Edited Register of Electors?

Yes  No

This register may be used for 'a purpose other than an electoral or statutory purpose' including commercial purposes. [S.56(b) Electoral (Amendment) Act, 2001]