

CSU Election Complaint Form

Use this form to either **make an official election complaint** or **submit a voting trouble ticket**.

Submitting an Official Election Complaint

You can submit an official election complaint if you believe:

- that a candidate has engaged in prohibited campaign activities
- that multiple candidates are campaigning together (as a "slate," which is prohibited)
- that a candidate has broken any other election rules
- that the election process has been otherwise violated

If you submit an official election complaint:

- the onus is on you to prove that your complaint is true
- your complaint will be provided to the respondent(s)
- your complaint will be published at csu.bc.ca/elections
- you may request to remain anonymous but know that this could limit any investigation

Generally, a complaint must be received **within 48 hours** of you becoming aware of the incident. If there are extenuating circumstances that the elections administrator should consider in submitting a complaint later than 48 hours, please articulate these reasons in the details of your complaint.

Privacy Notice: The personal information that you provide to us on this form will be used in accordance with CSU's privacy policy. If you have questions about your privacy and how we manage your personal information, visit csu.bc.ca/privacy.

Submitting Your Complaint: Once completed, please email this form along with any supporting evidence to:

Kalpna Solanki, Elections Administrator | elections@csu.bc.ca

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Email:

Your full name:

Capilano University email address:

When did you learn about the issue you are complaining about?

An official election complaint must be made **within 48 hours of the incident.**

Are you a candidate, student, or other?

Candidate

Student

Other:

Name of the person(s) you are complaining about.

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Names and contact details (email address and/or telephone number) of any witness who can verify your complaint.

Description of the issue in question.

Please email any evidence to support your complaint to elections@csu.bc.ca

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How would you like the issue to be resolved?

Evidence

If you have additional evidence (such as screenshots, videos, photos, audio recordings, email messages, text messages, or other physical or electronic evidence), please describe the evidence here and include them as attachments when you email this completed form to the elections administrator at elections@csu.bc.ca.

Publication of Complaint

Complaints are posted at csu.bc.ca/elections and are generally public records.

I am requesting that my complaint be anonymous (note: if anonymity for your complaint is granted, anonymity can limit the investigative freedom of the elections administrator and this may limit action that they can take on your complaint)

Please explain why you wish to remain anonymous (note: the approval of the elections administrator is required for a complainant to remain anonymous)

Certification of Complaint

I certify that the information I have included in my complaint is true to the best of my knowledge.

Signature