Election Circular for election to:

Board of Directors
Academic Board
PhD School Council
Board of Studies ITU
Subject Area Team for Games
Subject Area Team for Digital Design[1]
Subject Area Team for Computer Science[2]
Subject Area Team for Business

2026

The present Election Circular contains information about the 2026 election at the IT University, including information about the seats that are up for election and the time for the holding of the election. The Election Circular also contains a summary of the principal election rules.

The Election Circular contains the following appendices:

- Schedule for the Election, Appendix 1.
- Rules on the Right to Vote, Appendix 2.
- Electoral Areas, Appendix 3.
- Submission of Candidate Nominations, Appendix 4.
- Coalition Lists and Electoral Pacts, Appendix 5.
- Practical Information, Appendix 6.

The information in the Election Circular has legal effect in connection with the election and should therefore be read.

GOVERNING LAW FOR THE ELECTION

The governing law for the holding of elections is as follows:

- Act on Universities (Act no. 172 of 27 February 2018)
- Articles of Association of ITU of April 10, 2024
- Election Rules for the IT University of 21 September 2017
- The present Election Circular

[1] Formerly Subject Area Team for Digital Communication.
[2] Formerly Subject Area Team for Software.

THE ELECTION COMMITTEE

In accordance with Section 2 of the Election Rules for the IT University, the Election Committee is responsible, on behalf of the Vice Chancellor, for the planning, organisation and holding of the election. The Election Committee must ensure that the election rules are complied with and that reasonable information is provided about the election.

The committee is set up by the Vice Chancellor of the IT University and has the following composition:

- Michelle Møller Olafsson, Department of the Management Secretariat, Chairman of the Election Committee
- Julie Tweddell Jacobsen, Student Affairs and Programmes
- Marlene Mee Ahrens, Communication Department

ELECTORAL AREAS

The electoral areas are listed in Appendix 3.

WHICH SEATS ARE UP FOR ELECTION?

Ordinary election:

This year, student members (election group III) are to be elected to the following collegiate bodies:

- Board of Directors (1 student to be elected)
- Academic Board (2 students to be elected)
- PhD School Council (4 students to be elected)
- Board of Studies ITU (1 student to be elected)
- Subject Area Team for Games (2 students to be elected)
- Subject Area Team for Digital Design (2 students to be elected)
- Subject Area Team for Computer Science (5 students to be elected)
- Subject Area Team for Business (3 students to be elected)

For students, the term of office is one year starting from January 1 2027. For students elected to the Board of Directors, however, the term of office is two years.

This year, VIP members (election group I) are to be elected to the following collegiate bodies:

- Academic Board (4 VIP to be elected)

By-election:

VIP members (election group I) are to be elected to the following collegiate bodies:

- Board of Studies (1 VIP to be elected)

The term of office is until the end of the ordinary election period.

The ordinary election period for members from election group I for Board of Studies is 2025-2029.

Therefore, the election period at this year's by-election for election group I will be Two years starting from January 1, 2027.

Direct elections

Direct elections are held for the following collegiate bodies:

- Board of Directors
- Academic Board
- PhD School Council
- Board of Studies **(partly direct and partly indirect, see below)**
- Subject Area Team for Games*****
- Subject Area Team for Digital Design*****
- Subject Area Team for Computer Science*****
- Subject Area Team for Business*****

Each student (election group III), TAP (election group II) and VIP (election group I) has one vote for each collegiate body.

***** Concerning the election for the subject area teams, students may stand for election and vote for candidates to the subject area team that covers the study programme in which they are enrolled (see Appendix 3 for details on the composition of the subject area teams). Likewise, VIPs may stand for election as well as vote for candidates to the subject area team that covers the study programme within which they teach (see Appendix 3 for details on the composition of the subject area teams). Read more about the rules on the right to stand for election and to vote for candidates to subject area teams in Appendices 2 and 3.

Partly direct and partly indirect elections

The election to the Board of Studies ITU is held partly as a direct election and partly as an indirect election.

The Board of Studies ITU is compiled of eight members who are appointed by the subject area teams (four students and four VIPs) and two members who are elected by direct election (one student and one VIP). Although the subject area teams appoint eight members to the Board of Studies ITU (one student and one VIP each), the members of the subject area teams are elected directly by students/VIPs that are enrolled in/teach within the subject area team in question.

Read more about the rules on the right to stand for election and to vote in Appendices 2 and 3.

Questions regarding election procedures may be addressed to the members of the Election Committee by sending an e-mail to electioncommittee@itu.dk

Yours sincerely,

Michelle Møller Olafsson
Chairman of the Election Committee

Approved by

Per Bruun Brockhoff
Rector

Appendix 1

SCHEDULE FOR ORDINARY ELECTION 2025

The schedule for election to the following collegiate bodies at ITU is as stated below:

Ordinary election:

- Board of Directors
- Academic Board
- PhD School Council
- Board of Studies ITU
- Subject Area Team for Games
- Subject Area Team for Digital Design
- Subject Area Team for Computer Science
- Subject Area Team for Business

Week 39
Friday 25 September at the latest
Election circular is made public.

Week 44
Monday 26 October
The elections are called.
Preliminary electoral rolls are printed out.

The electoral rolls for the ordinary and by-election are displayed for perusal at the following addresses:

- www.itu.dk/election

Week 45
Monday 2 November, 1:00 pm
Deadline for objection to the electoral rolls.
Deadline for submission of notice of the election group in which the person in question wishes to exercise his or her right to vote.

Week 45
Wednesday 4 November
The Election Committee publishes the final electoral rolls on the Intranet.

Week 46
Wednesday 11 November, 12:00 at noon
Deadline for submission of lists of candidates.

Week 46
Friday 13 November
The Election Committee publishes the candidate nominations received including nominators.

Week 47
Wednesday 18 November, 12.00 at noon
Deadline for submission of coalition lists/electoral pacts.
Deadline for request for allotment of list designation.
Deadline for objection to candidates.
Deadline for withdrawal of candidate nominations.

Week 47
Friday 20 November
The Election Committee publishes coalition lists/electoral pacts received.

Week 48 – ELECTION DAYS!
Monday 23 November, 10:00 – 14.00 in Atrium.
Tuesday 24 November, 10:00 – 14.00 in Atrium.
The election is held as a polling place ballot with polling tables, which will be set up in Atrium at the IT University of Copenhagen, Rued Langgaards Vej 7.

Week 49
Monday 30 November at the latest
The election results are published by posting on www.itu.dk/election.

Week 50
Monday 7 December
Deadline for complaints about the election. Complaints must be in writing.

Week 1
1 January 2027
The newly elected members take up their seats.

Appendix 2

RULES ON THE RIGHT TO VOTE

In the following, a distinction is made between election groups and eligibility. The eligible electors are divided into two election groups. An eligible elector may belong to several election groups but may only assert his or her eligibility in one group. The right to stand for election and the right to vote depend on the election group to which the person in question belongs. Being an eligible elector means that a person is both entitled to stand for election and entitled to vote.

This year, new students (election group III) are to be elected to the following collegiate bodies:

- Board of Directors (1 student to be elected)
- Academic Board (2 students to be elected)
- PhD School Council (4 students to be elected)
- Board of Studies ITU (1 student to be elected)
- Subject Area Team for Games (2 students to be elected)
- Subject Area Team for Digital Design (2 students to be elected)
- Subject Area Team for Computer Science (5 students to be elected)
- Subject Area Team for Business (3 students to be elected)

In addition, VIP members (election group I) are to be elected to the following collegiate bodies:

- Academic Board (4 VIP to be elected)
- Board of Studies ITU (1 VIP to be elected)

SUMMARY OF ELECTION GROUPS

Election group I (scientific staff - VIP):

Election group I consists of scientific employees (VIP members) who are employed at the IT University as teaching assistants or at a more senior level and who have employment contracts lasting a minimum of one year starting from the holding of the election.

For election to the Academic Board, election group I includes scientific employees who are employed at the IT University as associate professors or at a more senior level and who have employment contracts lasting a minimum of one year starting from the holding of the election.

PhD students and scholarship students belong in election group I when they have employment contracts lasting a minimum of one year starting from the holding of the election. However, special rules apply to election to the PhD School Council.

For election to the subject area teams, election group I consists of scientific employees (VIP members) who teach within study programmes covered by the subject area team in question, who are employed at the IT University as teaching assistants or at a more senior level and who have employment contracts lasting a minimum of one year starting from the holding of the election.

Election group II (TAP):

Consists of technical-administrative staff who are employed at ITU and who have employment contracts lasting a minimum of one year starting from the holding of the election.

Election group III (students):

Election group III consists of all students who are enrolled in a bachelor programme, graduate programme or Master programme at the IT University. Special rules apply to PhD students and the subject area teams – see below.

PhD students
Election group III comprises all PhD students when they are to vote in an election to the PhD School Council. For elections to all other bodies, PhD students are included in election group I. However, 4-year PhD students who have not finished the Master programme can choose to be included in election group III for said other collegiate bodies if they so wish.

Subject Area Teams
For election to the subject area teams, election group III consists of students who are enrolled in a study programme covered by the subject area team in question.

ELIGIBILITY
A person may only assert his or her eligibility in one election group. Persons who meet the conditions for inclusion in several election groups must notify the Election Committee of the group for which they wish to assert their eligibility. The Election Committee must be notified hereof before **4 November, 1:00 pm**. In the event of failure to notify the Election Committee within the above deadline, the Election Committee will make a decision based on the following guidelines:

- Eligible electors for election groups I and III will be regarded as belonging to election group I; and

- Eligible electors for election groups I and II will be regarded as belonging to election group I.

LEAVE

A person from election group I or II who has commenced a leave of maximum one year's duration on the first of the month in which the election is called or at the time at which the election is held will be regarded as an eligible elector.

Persons from election group I or II who are on leave for more than one year may apply to the Election Committee for eligibility.

Persons from election group III will not be regarded as eligible electors during any period of leave.

ELECTORAL ROLLS

Electoral rolls are registers of eligible electors and of the election group to which a person belongs. Electoral rolls are printed out on **26 October** and are displayed for perusal at:

- www.itu.dk/election

If a person is not entered on the electoral rolls or if a person is incorrectly entered, a complaint must be filed with the Election Committee before **4 November, 01:00 pm**.

The Election Committee is not under an obligation to consider any complaint that is not filed in due time, but the Election Committee may correct any errors after the expiry of the deadline for filing complaints.

Appendix 3

ELECTORAL AREAS

This Appendix contains a list of the electoral areas of the IT University with a statement of the seats that are up for election. **Below the seats that are up for election have been emboldened.**

Electoral area, the Board of Directors of the IT University:

Election is by direct election.

Total membership: 1 Chair of the Board and 8 members.

The Chair of the Board and four members come from outside the IT University and are appointed by the ITU Appointment Committee after receiving a recommendation from the ITU Recommendation Committee. Said external members are therefore not included in the overview below.

Election group I: 1 member **(0 member is to be elected).**

Election group II: 1 member **(0 member is to be elected).**

Election group III: 2 members **(1 member is to be elected).**

Electoral area, Academic Board:

Election is by direct election.

Total membership: 1 Chair and 6 members.

The Vice Chancellor or a delegated representative is a member of the Academic Board.

The Academic Board elects its Chair from among its members.

Election group I: 4 members (4 member is to be elected).
Election group III: 2 members (both to be elected).

Electoral area, PhD School Council:

Election is by direct election.

Total membership: 8 members.

Election group I: 4 members

Election group III: 4 members (all to be elected)

Electoral area, ITU Board of Studies (the Board of Studies for the not completely outsourced study programmes):

The Board of Studies is compiled of eight members who are appointed by the subject area teams and two members who are elected by direct election.

Total membership: 10

The members appointed by the subject area teams:

Games:
Election group I: 1 member.
Election group III: 1 member.

Digital Design:
Election group I: 1 member.
Election group III: 1 member.

Computer Science:
Election group I: 1 member.
Election group III: 1 member.

Business:
Election group I: 1 member.
Election group III: 1 member.

Directly elected members:

Electoral area, representatives from the bachelor, graduate and master programmes:

Election group I: 1 member who teaches classes in one of the above-mentioned study programmes (to be elected by by-election).

Election group III: 1 member who is enrolled in one of the above-mentioned study programmes (to be elected).

As mentioned above, in addition to the two members directly elected to the Board of Studies ITU, VIP members (group I) in each individual subject area team will appoint one member to the Board of Studies ITU from among their own number. A VIP can be a member of more than one subject area team but cannot represent two or more subject area teams in the Board of Studies ITU. If two or more subject area teams appoint the same VIP for the Board of Studies ITU, the Vice Chancellor, or the person that the Vice Chancellor authorises, will decide which subject area team the VIP shall represent in the Board of Studies ITU. If so, the other subject area teams who have appointed the same VIP to the Board of Studies ITU shall appoint a new VIP representative each.

The students (group III) in each individual subject area team will appoint one member to the Board of Studies ITU from among their own number.

The members of the subject area teams are elected by direct election. The subject area teams are composed as follows from the below.

Electoral area, the Subject Area Team for Games:

Total membership: 4 members.

Election group I: 2 members teaching classes under the subject area team and meeting the requirements for being in election group I, cf. appendix 2.

Election group III: 2 members (both to be elected) enrolled in:
- Games MSc study programme

Electoral area, the Subject Area Team for Digital Design:

Total membership: 4 members.

Election group I: 2 members teaching classes under the subject area team and meeting the requirements for being in election group I, cf. appendix 2.

Election group III: 2 members (both to be elected) enrolled in:
- BSc Digital Design and Interactive Technologies (BDDIT)
- MSc Digital Design and Interactive Technologies (KDDIT)

Electoral area, the Subject Area Team for Computer Science:

Total membership: 10 members.

Election group I: 5 members teaching classes covered by the subject area team and meeting the requirements for being in election group I, cf. appendix 2.

Election group III: 5 members (all to be elected) enrolled in:

- BSc in Software Development (BSWU)
- BSc in Data Science (BDS)
- MSc in Software Design (KSD)
- MSc in Computer Science (KCS)
- MSc in Data Science (KDS)

Electoral area, the Subject Area Team for Business:

Total membership: 6 members.

Election group I: 3 members teaching classes under the subject area team and meeting the requirements for being in election group I, cf. appendix 2.

Election group III: 3 members (all to be elected) enrolled in:

- BSc in Global Business Informatics
- MSc in Digital Innovation and Management
- Master in IT Management

Information regarding seats to Subject Area Teams for Business, Digital Design and Computer Science

When seats are allocated in the Subject Area Team for Business and Digital Design – please see the rules on calculation of votes in the Election regulations – one seat is reserved for each level of programme, i.e. one seat to a candidate from a Bachelor programme, one seat to a candidate from a Master of Science programme and, for Subject Area Teams for Business, one seat for a candidate from the part time programme. In the Subject Area Teams for Computer Science and Digital Design, one seat is reserved for each of the Master of Science programmes and one for each of the Bachelor programmes. In case these seats are not taken, those with most votes in other categories will take the seat.

Appendix 4

SUBMISSION OF CANDIDATE NOMINATIONS

Candidate nominations must be submitted to the Election Committee personally or in the members' pigeonhole before **11 November, 12:00 at noon**. A candidate nomination that is submitted after this deadline cannot be approved regardless of the reason for the delay.

The candidate nominations must contain the following information about each candidate:

- Date of birth
- Name
- Personal signature (by which the candidates declare, with binding effect, that they are willing to accept election)

The Election Committee cannot approve submitted candidate nominations that do not contain this information.

NOMINATORS

In addition to the nominated candidates, each list must be supplemented with a minimum of five nominators. The nominated candidates are automatically regarded as nominators for the list in question and thus do not need to be listed separately. No person may be a nominator for more than one list for the same collegiate body.

A list containing too few nominators cannot be approved. It is recommended that more than the required number of nominators are listed for the candidate nominations submitted so that the submitted candidate nominations can be approved even if individual nominators do not have a right to vote in elections to the collegiate body in question or within the election group in question.

All submitted candidate nominations must contain information about whether the list of candidates is based on ranking in descending order or on equal ranking order. The question of whether the list is based on equal ranking or ranking in descending order is only of importance for determining the candidates who are elected. The distribution of seats is thus not affected by the type of ranking order used.

ALTERNATES

A list of candidates cannot contain more candidates than twice the number of candidates who are to be elected. However, up to 10 candidates may always be nominated. If not all candidates are elected, the non-elected candidates will be alternates for the

candidates elected. In order to ensure rapid replacement during the term of office, more candidates should be nominated than the number of candidates who are to be elected.

UNCONTESTED ELECTION
If there is a wish for an election to a collegiate body or a study programme committee to be held as an uncontested election, this will require one of the following:

- The number of candidates does not exceed the number of members who are up for election; or

- The candidates are nominated on a joint list that is either based on ranking in descending order or if based on equal ranking order does not contain more candidates than the number of members who are up for election.

If an uncontested election is desired, the Election Committee recommends that a joint list be drawn up that is based on ranking in descending order and that contains more candidates than the number of members who are up for election. This will ensure that by-elections are avoided.

Appendix 5

COALITION LISTS AND ELECTORAL PACTS

The deadline for formation of coalition lists and electoral pacts is **18 November, 12:00 at noon**. Coalition lists may be formed between lists, and electoral pacts may be formed between lists and coalition lists or between several coalition lists. The submission of a coalition list or an electoral pact must be signed personally by all the candidates who are to form part of the coalition list or electoral pact.

Alternates

If a coalition list has been entered into between several lists, the alternates on one list in the coalition list will also be regarded as alternates for the other lists in the coalition list. This shall not apply to lists or coalition lists that have formed an electoral pact with other coalition lists. Alternates may thus only be chosen from coalition lists and not from electoral pacts.

Appendix 6

PRACTICAL INFORMATION

NOTICE BOARDS
Information regarding the election will be published on www.itu.dk/election.

VOTING FORM
The election will be held by polling place ballot with polling tables. Only voting in person is possible (not digitally or by power of attorney).

POLLING TABLES
The polling tables will be set up at the IT University of Copenhagen, Rued Langgaards Vej 7, at the following times:

- **23 November, 10:00 – 14.00 in Atrium.**
- **24 November, 10:00 – 14.00 in Atrium.**

IDENTIFICATION
Identification must be presented in connection with the voting. The following identification documents are approved:

- National health insurance certificate
- Student ID card
- Passport
- Driver's licence
- Credit card with picture

ADDENDUM

To the

Election Circular for election to:

Board of Directors
Academic Board
PhD School Council
Board of Studies ITU
Subject Area Team for Games
Subject Area Team for Digital Design[1]
Subject Area Team for Computer Science[2]
Subject Area Team for Business

2026

WHEREAS the Rector of the IT University of Copenhagen has approved the Election Circular 2026 (hereinafter referred to as the "Election Circular 2026");

WHEREAS a seat on the Board of Directors (BoD) has become vacant following the departure of a member;

THE FOLLOWING ADDENDUM to the Election Circular 2026 (hereinafter referred to as the "Addendum")

1. CHANGES

1.1. Election Circular, WHICH SEATS ARE UP FOR ELECTION? is hereby amended so that the section By-election:

"*VIP members (election group I) are to be elected to the following collegiate bodies:*

- *Board of Studies (1 VIP to be elected)*

The term of office is until the end of the ordinary election period.

The ordinary election period for members from election group I for Board of Studies is 2025-2029.

Therefore, the election period at this year's by-election for election group I will be Two years starting from January 1, 2027."

[1] Formerly Subject Area Team for Digital Communication.
[2] Formerly Subject Area Team for Software.

is replaced with the following:

"Student members (election group III) are to be elected to the following collegiate body:

- *Board of Directors (1 student to be elected)*

The term of office shall run until the end of the ordinary election period.

The ordinary election period for members of election group III on the Board of Directors is 2026–2028.

Therefore, the term of office for the student member elected in this year's by-election will be one year, starting on 1 January 2027.

VIP members (election group I) are to be elected to the following collegiate body:

- *Board of Studies (1 VIP member to be elected)*

The term of office shall run until the end of the ordinary election period.

The ordinary election period for members of election group I on the Board of Studies is 2025–2029.

Therefore, the term of office for the VIP member elected in this year's by-election will be two years, starting on 1 January 2027."

1.2. Appendix 2 rules on the right to vote, is hereby amended so that the section:

"In the following, a distinction is made between election groups and eligibility. The eligible electors are divided into two election groups. An eligible elector may belong to several election groups but may only assert his or her eligibility in one group. The right to stand for election and the right to vote depend on the election group to which the person in question belongs. Being an eligible elector means that a person is both entitled to stand for election and entitled to vote.

This year, new students (election group III) are to be elected to the following collegiate bodies:

- *Board of Directors (1 student to be elected)*
- *Academic Board (2 students to be elected)*
- *PhD School Council (4 students to be elected)*
- *Board of Studies ITU (1 student to be elected)*
- *Subject Area Team for Games (2 students to be elected)*
- *Subject Area Team for Digital Design (2 students to be elected)*
- *Subject Area Team for Computer Science (5 students to be elected)*
- *Subject Area Team for Business (3 students to be elected)*

In addition, VIP members (election group I) are to be elected to the following collegiate bodies:

- *Academic Board (4 VIP to be elected)*
- *Board of Studies ITU (1 VIP to be elected)"*

is replaced with the following:

"In the following, a distinction is made between election groups and eligibility. The eligible electors are divided into two election groups. An eligible elector may belong to several election groups but may only assert his or her eligibility in one group. The right to stand for election and the right to vote depend on the election group to which the person in question belongs. Being an eligible elector means that a person is both entitled to stand for election and entitled to vote.

This year, new students (election group III) are to be elected to the following collegiate bodies:

- *Board of Directors (2 student to be elected)*
- *Academic Board (2 students to be elected)*
- *PhD School Council (4 students to be elected)*
- *Board of Studies ITU (1 student to be elected)*
- *Subject Area Team for Games (2 students to be elected)*
- *Subject Area Team for Digital Design (2 students to be elected)*
- *Subject Area Team for Computer Science (5 students to be elected)*
- *Subject Area Team for Business (3 students to be elected)*

In addition, VIP members (election group I) are to be elected to the following collegiate bodies:

- *Academic Board (4 VIP to be elected)*
- *Board of Studies ITU (1 VIP to be elected)"*

1.3. Appendix 3 Electoral Areas, the Board of Directors of the IT University, is hereby amended so that the section:

"Electoral area, the Board of Directors of the IT University:

Election is by direct election.

Total membership: 1 Chair of the Board and 8 members.

The Chair of the Board and four members come from outside the IT University and are appointed by the ITU Appointment Committee after receiving a recommendation from the ITU Recommendation Committee. Said external members are therefore not included in the overview below.

Election group I: *1 member* ***(0 member is to be elected).***

Election group II: *1 member* ***(0 member is to be elected).***

Election group III: *2 members* ***(1 member is to be elected)."***

is replaced with the following:

"Electoral area, the Board of Directors of the IT University:

Election is by direct election.

Total membership: 1 Chair of the Board and 8 members.

The Chair of the Board and four members come from outside the IT University and are appointed by the ITU Appointment Committee after receiving a recommendation from the ITU Recommendation Committee. Said external members are therefore not included in the overview below.

Election group I: *1 member* ***(0 member is to be elected).***

Election group II: *1 member* ***(0 member is to be elected).***

Election group III: *2 members* ***(2 member is to be elected). "***

2. Duration

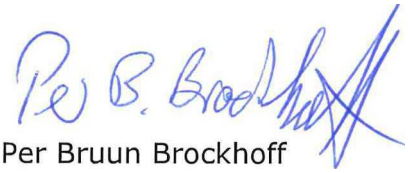
2.1. This Addendum comes into force upon the approval by Per Bruun Brockhoff, Rector.

3. Entire Election Circular

3.1. The Election Circular 2026, any addendums, and this Addendum jointly constitute the entire Election Circular 2026 with respect to the subject matter contained herein.

In witness whereof,.

Approved by



Per Bruun Brockhoff
Rector