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UNIVERSITETI - UNIVERSITY - UNIVERZITET
"HAXHI ZEKA"

**REGULATION OF RULES AND PROCEDURES FOR GENERAL ELECTIONS OF THE
ACADEMIC AND NON-ACADEMIC PERSONNEL**

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In support of the Statute, as well as by Law no. 04/L-037 on Higher Education of the Republic of Kosovo, the Governing Council of "Haxhi Zeka" University in Pejë, in the meeting held on 28.07.2023, approved this:

REGULATION OF RULES AND PROCEDURES FOR GENERAL ELECTIONS OF THE ACADEMIC AND NON-ACADEMIC PERSONNEL

Article 1

The aim and scope of the regulation

1. This regulation aims to regulate the way of organizing the elections at the "Haxhi Zeka" University in Peja as well as the electoral procedures within these elections.
2. This regulation applies only to elections in UHZ bodies.

Article 2

General provisions and abbreviations

1. All election rules and procedures, as determined by this regulation, are based on the UHZ Statute as well as the legislation in force that is relevant to the issues regulated by this regulation.
2. Any party dissatisfied with the election procedures has the right to appeal against the decisions issued by this regulation. The first instance for considering complaints is the Electoral Commission of the Faculty.
3. The appeal against the decision of the Faculty's Electoral Commission is submitted to the Central Electoral Commission. The decision of the CEC is final.
4. Abbreviations used in this regulation have the following meanings:
 - 4.1 UHZ - "Haxhi Zeka" University;
 - 4.2 CEC - Central Election Commission;
 - 4.3 CEF - Electoral Commission of the Faculty;
 - 4.4 FC - Faculty Council.

Article 3

The bodies for which the elections are held

1. Elections are organized in all academic units for the following categories:
 - 2.1. Faculty council members from among professors;
 - 2.2. Members of faculty councils from among assistants;
 - 2.3. The member of the councils of the faculties from among the non-academic personnel;
 - 2.4. The member of the Senate from among the academic personnel of each academic unit;
 - 2.5. Members of the Senate from among non-academic personnel;

2. Elections for members of the Senate from among the non-academic personnel will also be held in the Central Administration of UHZ.

Article 4

Personnel entitled to participate in elections

1. In the elections that take place in the categories defined in Article 3 of this regulation, all personnel elected in a regular employment relationship have the right to compete. Academic personnel, in the sense of this paragraph, includes the following categories:
 - 1.1. Regular professor;
 - 1.2. Associate professor;
 - 1.3. Assistant professor;
 - 1.4. Assistant;
 - 1.5. Lecturers and tutors (Faculty of Arts).
2. Academic personnel are considered all those who have obtained the relevant academic title from the UHZ Senate, taking into account the day of voting in the Senate.
3. An exception to paragraph 2 of this Article, which is applied to personnel selected for the first time at UHZ, and who cannot be provided with a regular employment contract until a certain deadline (beginning of the winter or summer semester). This category of personnel who are expected to establish a regular employment relationship in the term determined as provided in this paragraph, do not have the right to candidacy, to be elected, or to vote in the elections held according to this regulation.
4. The same criteria provided in paragraph 3 of this Article are also applied to administrative personnel who, until the moment of registration for participation in the elections, are not equipped with an act of appointment/establishment of regular employment.

Article 5

Mandates won from the elections in the UHZ

1. All those who gain a mandate and are represented in the relevant bodies within the UHZ, from the elections held according to this regulation, keep their mandate based on the UHZ Statute.
2. In case of resignation, termination of contract/loss of academic personnel status, retirement, death, acceptance of mandate, or loss of mandate due to any other reason, the mandate will belong to the first person on the waiting list according to the register of the election result. This paragraph applies only to the members of the Faculties Councils.
3. In cases where there are no persons available from the results of the elections as in paragraph 2 of this Article, the relevant academic unit will hold the elections to

fill the vacant mandates according to the same procedures defined in this regulation, no later than 10 days after the remaining position vacancies.

Article 6

Restrictions on the right of election

1. According to the Statute, personnel in regular employment, who are elected or appointed in any other public institution, do not have the right to be elected to management bodies but have the right to vote for the categories defined in this regulation.
2. Academic personnel elected or appointed to another public function by paragraph 1 of this Article, means the election or appointment as follows: President of the Republic of Kosovo; Deputy in the Assembly of Kosovo; Members of the Government of the Republic of Kosovo; Member of the Constitutional Court of the Republic of Kosovo; Officials appointed by the Assembly; the President of the Republic and the holders or members of collegial governing bodies of independent institutions and independent agencies; Officials appointed by the President; Members of the Prosecution Council of Kosovo or other functions in the justice system; General Secretaries in the Ministry; Heads of Independent Agencies.
3. Exceptions to the category defined in paragraph 2 of this Article are all academic personnel who provide advice to public institutions, as advisors, consultants or are members of professional commissions and various expert groups.
4. Members of faculty councils from among non-academic personnel cannot be elected members of the Senate.
5. Members of the UHZ Senate do not have the right to be elected for more than two consecutive terms. The calculation of the mandates in the sense of this paragraph is done taking into account the past mandates, by the provisions that limit the mandates for all other UHZ bodies.
6. To avoid the eventual conflict of interest, according to this Article, not all those who represent and defend the UHZ in the administrative and judicial bodies have the right to be elected to the governing bodies, in which bodies the decisions of the UHZ can be contested by the disaffected parties.
7. Governing bodies in the sense of paragraph 1 of this Article include representation in the following bodies: Governing Council, Senate, Rector, Vice-Rector, Dean, and Vice-Dean.
8. For Vice-dean positions; Dean; Pro-rector; Rector; Member of the Senate and Member of the Faculty Council cannot elect the members of the Governing Council, who are under a regular mandate, unless they resign in advance. In case of the resignation of a member of the Governing Council, the Senate of the UHZ elects a new member of the Governing Council.
9. For the positions of Dean or Rector, candidates who are prevented from exercising at least half of the term due to reaching the mandatory retirement age cannot be elected.

10. In contested cases, regarding the right to vote or the right to run, the decision may be appealed to the Central Electoral Commission.
11. Regarding the complaint filed under Article 2 of this regulation, the Central Electoral Commission issues a decision in written form and must justify it as provided by the relevant provisions of the Law on General Administrative Procedure. The decision of the CEC is final.

Article 7

Rules, election procedures and the composition of Faculty Councils

1. Each faculty has its own council. The members of the council are:
 - 1.1. Dean;
 - 1.2. Vice-dean;
 - 1.3. The Secretary of the Faculty, without voting rights;
 - 1.4. Up to 15 members elected from among the faculty professors;
 - 1.5. Up to 2 members chosen from among the faculty assistants;
 - 1.6. A member elected from among the non-academic faculty personnel;
 - 1.7. A student representative elected by the Faculty Student Council.
2. Members of the Faculty Council elect up to 15 professors who have the academic designation of regular professor, associate professor, or assistant professor, provided that they have obtained the academic title from the UHZ Senate, before the announcement of the elections according to this regulation.
3. In faculties where the total number of professors, as defined in paragraph 2 of this Article, does not exceed the number of 15, all professors who are registered to gain a mandate in the Faculty Council are automatically mandated as members of the Faculty Council.
4. Members of the faculty council from among the assistants are elected from the academic personnel with the academic title assistant of the faculty as defined in this regulation.
5. The number of assistants elected to the faculty council is at most 2 (two) members.
6. In faculties where the total number of assistants, as defined in paragraph 5 of this Article, does not exceed the number of two (2), all assistants who register to gain the mandate as members of the faculty council are automatically mandated members of this council.
7. Regardless of the other provisions of this regulation, the member of the faculty council, who wins the mandate as a member of this body and in the meantime is appointed dean or vice-dean of the relevant faculty, his/her acquired mandate is not replaced by the new members. In case of interruption of the mandate, he can return as a member of the faculty council.
8. For the election of members of the Faculty Council from among the professors (regular professor, associate professor, and assistant professor), all professors who are in a regular employment relationship at the faculty have the right to vote, according to this regulation.
9. For the election of members of the Faculty Council from among the assistants, all

assistants who are in regular employment at the faculty have the right to vote, according to this regulation.

10. For the election of a member of the Faculty Council from among the non-academic personnel, all non-academic personnel in regular employment at the faculty have the right to vote.
11. A representative from among the students in the Faculty Council is elected according to the proposal of the Faculty Student Council by the provisions of the Regulation on Student Elections, and the Work of Parliament and Student Councils.
12. In case of resignation, termination of the contract/loss of the academic/administrative personnel charter, retirement, death, acceptance of the mandate, or loss of the mandate due to any other reason, the mandate will belong to the first person on the waiting list according to certification of election results. The replacement of the vacant place is done according to the same category according to the certified list before holding the elections:
 - 12.1. The list of professors replaces members of faculty councils from the ranks of professors;
 - 12.2. The list of assistants replaces members of faculty councils from among the assistants;
 - 12.3. The list of non-academic personnel replaces members of faculty councils from among the non-academic personnel.
13. If there are no candidates on the certified list from the last elections according to paragraphs 2 and 3 of this Article, the relevant faculty will hold the elections to fill the vacant mandates according to the same procedures defined in this regulation for the remaining mandate, no more than 10 days after the vacancy of the position, and with halved deadlines.
14. Candidates who have resigned, or their mandate has been taken/lost, in the elections to fill vacant positions, do not have the right to be elected, only to elect, except the personnel who have lost their mandate according to paragraph 2 of this article.
15. Only candidates who did not participate in the last election process have the right to run in the elections to fill vacant positions.
16. The Secretary of the Faculty is an ex officio member of the Faculty Council, without the right to vote, and is responsible for the legality of the work of the Faculty Council.

Article 8

Verification of mandates of members of the Faculty Council

1. The Faculty Council at its first meeting, through the secretary of the faculty, verified the mandates of the members of the faculty council (through the ID card and the decision to win the mandate), based on the report on the regularity of the election of the members of the Faculty Council.

2. After the verification of the mandate by the secretary of the faculty, the members of the Faculty Council sign the ethical declaration as follows: "I declare that I will perform my duties with honor and loyalty, with fairness and impartiality, with conscience and responsibility, I will represent with conscience and dedication the interests of the Faculty and the University in general, as well as I will adhere to the Statute of the University and the legislation applicable in the Republic of Kosovo".

Article 9

Elections for Senate, academic and non-academic personnel

1. A member of the academic staff from each Faculty is elected as a member of the Senate.
2. The faculty representative in the Senate will be elected by the academic personnel of each Faculty as defined in the Statute.
3. The representative of the faculty in the UHZ Senate is elected by the absolute majority of votes of all the academic personnel who participate in the voting.
4. For the election of the Faculty's representative in the Senate, all academic personnel in regular employment at the Faculty have the right to vote, by the provisions of this regulation.
5. A representative of the non-academic personnel in the Senate is elected by the absolute majority of votes of all those who participate in the vote, from among the non-academic personnel in regular employment in all academic units and the central administration of UHZ.
6. For the election of representatives of the non-academic personnel, all non-academic personnel in regular employment at UHZ have the right to vote.
7. If none of the candidates for the Senate from the academic and non-academic personnel receive the absolute majority of the votes of the academic personnel, respectively non-academic personnel participating in the vote, then the second round of voting is organized for the two candidates for the academic personnel, respectively four candidates for non-academic personnel, who have the most votes in the first round. The candidate who wins the most votes in the second round, namely one of the candidates who wins the most votes in this round from among the non-academic personnel, is considered elected.
8. The second round for the election of Senate members from academic and non-academic personnel is held no later than two (2) working days from the day the first round ends.
9. If there are two or more candidates with equal votes in the second round, the selection of candidates is made in the presence of the candidates, by drawing lots. The lot is drawn by the CEC.
10. Voting for members of the Senate by academic and non-academic personnel is done in such a way that all candidates are listed on the ballot, based on the alphabet. All those who participate in the voting have the right to vote for only one candidate for member of the Senate, respectively one candidate from among the non-academic personnel.

11. The general secretary of the university is an ex-officio member of the Senate without the right to vote and is responsible for the legality of the work of the Senate.
12. In case of resignation, termination of the contract, retirement, death, or in any case of the vacancy of the mandate of the faculty representative in the Senate from among the academic or non-academic personnel, the relevant academic unit, namely the academic units and the central administration of UHZ- (in the case of the representative in the Senate of the non-academic personnel) hold the elections for the election of the new member of the Senate, according to the same procedures defined in this regulation, no later than 10 days after the vacant position.

Article 10

Candidacy for the Faculty Council and Senate

1. A member of the academic and non-academic personnel has the right to be registered as a candidate for the mandate set according to the provisions of this regulation and the Statute.
2. The members of the CEC and ECF can run in the general elections of the UHZ, only at the level of the Faculty Council, but not in managerial and governing positions of the University (Dean, Senator, or Rector).
3. All interested candidates have the right to register to win more than one mandate, according to this regulation.
4. If a personnel member is elected to more than one body in the UHZ, the candidate, before starting the exercise of the mandate, determines in which body he/she will exercise his/her mandate, by the provisions of this regulation.

Article 11

Election of the temporary chairman of the Faculty Council and the temporary representative - Dean at the Senate

1. The temporary chairman of the Faculty Council is elected from the proposed candidates of the Faculty Council, with the majority of votes of the total number of members of the Faculty Council, in the first session of the verification of the mandates of the members of the Faculty Council.
2. If none of the candidates proposed for the temporary chairperson of the FC receives the majority of votes of the total number of members, then the second round of voting is organized, only for the candidate with the highest number of votes. If the candidate does not receive the majority of votes of the total number of members, in the second place, it is considered that the candidate has been rejected and the Faculty Council is obliged to propose another candidate.
3. In case of equal votes between the proposed candidates, the voting is repeated.

4. The temporary head of the FC is also the representative of the dean of the Faculty in the Senate until the election of the dean.
5. Voting is done in such a way that all candidates are placed on a ballot according to the alphabet and all those who participate in the voting have the right to vote for only one candidate.

Article 12

Nomination of candidates for the position of Dean

1. Each member of the Faculty Council has the right to propose a candidate for the position of Dean.
2. Proposals for candidates for Dean should be well-reasoned and include a short biography of the candidate.
3. All proposed candidates for Dean are included in the ballot and listed alphabetically by first and last name. The member of the Faculty Council has the right to vote on the ballot for only one (1) candidate for the position of Dean, through a secret ballot. The candidate who receives the absolute majority of votes of all members of the Council is considered elected to this position and is proposed to the Senate for approval.
4. If no candidate achieves the absolute majority of votes of all members of the Faculty Council in the first round, the second round is held. Even in the second round, the candidate who receives the absolute majority of votes of all members of the Council is considered elected to this position and is proposed to the Senate for approval.
5. If none of the candidates achieves the absolute majority of votes of the total number of members of the Faculty Council in the first and second rounds, the two candidates with the most votes go to the third round. In the third round, the candidate for Dean who wins the most votes, of all those who vote, is considered elected to this position and is proposed to the Senate for approval.
6. In case of equal votes in the third round or failure for any other reason of the Dean's election, then the procedure is repeated from the beginning. The next vote must be held no later than 24 hours from the day of the meeting when the first vote was made.
7. If there is no more than one candidate for the position of Dean, the procedure for the election of the Dean takes place in all three rounds, if he/she does not obtain the necessary majority in the first and second rounds.
8. The voting procedure for the election of the Dean takes place without interruption and within the same day and the same meeting of the Faculty Council, within which it is set as an agenda item, except in the case defined in paragraph 6 of this article.

Article 13

Voter lists

1. The HRM in the Central Administration of the UHZ must provide the Central Electoral Commission with the complete data of the personnel with the right to vote, taking into account the limitations of this regulation.
2. In case of delay or refusal to submit the data by any Faculty, disciplinary proceedings will be initiated against the responsible persons by the Governing Council of UHZ, after notification by the Central Electoral Commission.

Article 14

Content of the voter list

1. The list of academic and non-academic personnel with the right to vote for the Faculty will be prepared by the Central Electoral Commission.
2. The list of central administration personnel with the right to vote will be prepared by the CEC.
3. The lists of personnel with the right to vote will include the following data:
 - 3.1. For the academic personnel:
 - 3.1.1. Ordinal number;
 - 3.1.2. Name and surname;
 - 3.1.3. Date, month, and year of birth;
 - 3.1.4. Academic title;
 - 3.1.5. Faculty.
 - 3.2. For non-academic personnel:
 - 3.2.1. Ordinal number;
 - 3.2.2. Name and surname;
 - 3.2.3. Date, month, and year of birth;
 - 3.2.4. Position;
 - 3.2.5. Faculty / Central Administration.

Article 15

Registration of candidates for Council and Senate

1. Every member of the academic or non-academic personnel has the right to run for a member of the Faculty Council and a member of the Senate, except for the cases provided for in Article 6 of this regulation and other restrictions.
2. Registration procedures are prepared for each Faculty.
3. Registration of candidates takes place on the day determined by the CEC, from 08:00-14:00.
4. The registration day must be at least 3 days before the election day.
5. Academic and non-academic personnel who, for certain reasons, are unable to

attend physically for candidacy registration, should be allowed to register through written-electronic applications.

6. A relevant form for registration, according to Appendix 1 of this regulation, will be available at the Rectorate and on the official website of the UHZ. After completion, the form is submitted to the CEC e-mail.

Article 16

Content of the candidate list

1. The list of Faculty candidates for members of the Faculty Council, Dean, and members of the Senate will be prepared by the CEC.
2. The Central Electoral Commission is obliged to check each registration of candidacy in terms of validity, referring to the list of voters and the provisions of these rules and procedures defined in this regulation.
3. The list of candidates of the central administration for the Senate will also be prepared by the CEC.
4. The official lists of candidates will be verified and approved by the Central Electoral Commission for each Faculty and the Central administration, including the following data:
 - 4.1. For the academic personnel:
 - 4.1.1. Ordinal number;
 - 4.1.2. Name and surname;
 - 4.1.3. Date, month, and year of birth;
 - 4.1.4. Personal number;
 - 4.1.5. Academic title;
 - 4.1.6. Faculty.
 - 4.2. For non-academic personnel:
 - 4.2.1. Ordinal number;
 - 4.2.2. Name and surname;
 - 4.2.3. Date, month, and year of birth;
 - 4.2.4. Personal number;
 - 4.2.5. Position;
 - 4.2.6. Faculty / Central Administration.
5. The official list of the personnel who are running, at least one (1) day before the elections, will be published by the Central Electoral Commission in the Faculties' dean's offices and on the website of the academic units and that of the UHZ.

Article 17

Central Electoral Commission-CEC

1. The Central Electoral Commission will fulfill its obligations, according to Law no. 04/L-037 for Higher Education, the Statute of "Haxhi Zeka" University, and the regulations in force.

2. The Central Electoral Commission is appointed by the Governing Council, upon the announcement of the elections.
3. The CEC is responsible for organizing and supervising the general elections of the UHZ.
4. The CEC consists of three (3) professors, one (1) assistant in a regular working relationship, and the General Secretary of the UHZ. The chairman of the CEC must be the General Secretary of the UHZ, and the deputy chairman and the secretary of the CEC are elected by the other members at the first meeting.
5. In the capacity of an observer, a person from the CEC of the Republic of Kosovo is also part of the CEC.
6. Members of the CEC cannot be Rector, Vice-Rectors, Deans, Vice-Deans, Members of the Senate, or Members of the Governing Council.
7. The CEC's responsibilities are:
 - 7.1. defining and implementing the dynamics of elections;
 - 7.2. preparation of lists for elections;
 - 7.3. issuing decisions about objections against the list of elections;
 - 7.4. certification of candidacies in elections;
 - 7.5. determination of the total number of mandates;
 - 7.6. evaluation of the list of candidates;
 - 7.7. presiding over election procedures;
 - 7.8. identification of the final lists of those who have the right to vote;
 - 7.9. determination of election results;
 - 7.10. announcement of election results;
 - 7.11. certification of mandates;
 - 7.12. replacement of mandate;
 - 7.13. coordination of the electoral commissions of the Faculties for the constitution of the Faculties Councils.
8. For all cases when the mandate of the bodies of the UHZ for the persons elected according to this regulation ends prematurely, the same composition of the CEC and the ECF are competent to implement the procedures regarding the replacement of the respective mandate.

Article 18

Complaints

1. The personnel member has the right to complain against the decisions of the Electoral Commission of the Faculty, according to the procedures defined in Article 2, paragraph 2.2 of this regulation.
2. The decision regarding the appeal according to paragraph 1 of this Article must be taken within two working days after receiving the appeal. The decision in the second instance is issued by the CEC and is final in the administrative procedure.
3. The personnel member with the right to vote for the election of the relevant bodies has the right to submit a complaint to the Central Electoral Commission, regarding the election procedures.

4. The relevant form, appendix 2 will be available at each polling station in the Faculties and on the UHZ website.

Article 19

Electoral Commission of the Faculty

1. The Electoral Commission of the Faculty consists of three members:
 - 1.1. Secretary of the Faculty, chairman of the election commission ex officio;
 - 1.2. Two faculty professors, nominated by the Faculty Council;
2. A majority vote of the total number of members of the Faculty Council does the election of ECF members.
3. If, after the first ballot, no candidate has received the majority of votes, according to paragraph 2 of this Article, the four candidates who received the most votes compete in the second ballot and the two candidates with the largest number of votes obtained from the ballot are elected. the second for each of the positions provided in paragraph 1, under paragraph 1.2 of this Article.
4. Records of election commissions are drawn up and signed by the chairman and members of the ECF.
5. The meetings of the electoral commission of the Faculty are called by the chairman of the ECF with the consent of the Central Electoral Commission.

Article 20

General election date

1. The Governing Council announces the date of the general elections in the UHZ and in the same meeting elects the members of the CEC, according to the provisions of this regulation. The elections take place according to the dynamics determined by the CEC.
2. On election day, polling stations must be open from 08:00 to 16:00.
3. In cases where voters determined to vote in that polling station have finished voting before 4 p.m., the ECF can close that polling station before the end of the schedule defined in paragraph 2 of this Article.
4. The Central Electoral Commission in coordination with the electoral commissions of the Faculties must announce the location of the polling stations.

Article 21

Voting method

1. Voters with the right to vote must personally cast their vote in the ballot box at the polling station of the respective Faculty.
2. No voter has the right to vote in more than one polling station.

Article 22

Supervision of the electoral process

1. The elections must be held by the electoral commissions of the Faculties, under the supervision of the Central Electoral Commission.
2. Elections can be monitored by institutions, organizations, and other interested parties, by the UHZ Statute and the relevant legislation in force, after prior approval by the CEC.

Article 23

Voting procedures and ballots

1. During the voting time, at least two members of the electoral committee of the Faculty must be present at the time to ensure the smooth running of the electoral procedures.
2. The Electoral Commission of the Faculty must undertake procedural measures for the smooth running of the elections, as follows:
 - 2.1. Creating a safe environment for voting and maintaining the secrecy of voting;
 - 2.2. Opening and closing of polling stations at the designated time and keeping polling stations open during the designated election period;
 - 2.3. Provision of necessary materials for voting;
 - 2.4. Acceptance of election materials by the CEC;
 - 2.5. Marking of voting procedures in the protocol of the electoral commission;
 - 2.6. Sealing of ballot papers;
 - 2.7. Marking the number of ballot papers and counting the votes;
 - 2.8. Marking the results of the elections.

Article 24

The flow of the election and voting procedure

1. The electoral procedure takes place according to the following process:
 - 1.1. The election commission requires the voter to identify himself with an identification document (ID, passport, driver's license);
 - 1.2. The election commission asks the voter to identify himself with one of the personal documents;
 - 1.3. The election commission finds the voter in the voters' list;
 - 1.4. The election commission asks the voter to sign the voter list;
 - 1.5. The election commission gives the voter the appropriate sealed ballots;
 - 1.6. The voter casts his vote in the voting booth;
 - 1.7. The election commission replaces a ballot upon request if the voter has damaged it and officials keep a record of it;

- 1.8. The voter casts the ballot into the ballot box;
- 1.9. The voter leaves the polling station immediately after voting;
- 1.10. The election commission notes in the protocol any infringement of these procedures.

Article 25

Ballot paper and validity

1. Each ballot must contain the names of all candidates who are registered for certain mandates. The candidates are listed on the ballot alphabetically by first name and last name.
2. Each voter has the right to vote on the ballot for as many candidates as there are mandates competing in the given elections. A suitable description of the voting method should be provided at the beginning of the ballot.
3. Ballots are valid when the maximum number of predetermined candidates or less have been voted.
4. Ballots are not valid when more candidates are voted for than the specified maximum, as stated in the ballot, or when no candidate is voted for or in other cases of destruction for the ballot, according to the standards and practices applied by the CEC of the Republic of Kosovo.

Article 26

Election results and drawing lots

1. The Central Election Commission is obliged to announce the official election results within 24 hours after the closing of the polling stations.
2. In cases where two or more candidates have received the same number of votes, then the drawing of lots must be organized by the Central Election Commission, which will decide on the final allocation of mandates. This principle applies to all cases that have equal votes in the voting process, according to this regulation, except in the case of the election of the Dean.
3. The draw must be organized within 48 hours after the announcement of the election results in the presence of the candidates. The absence of the candidate, after the invitation regularly and safely, means giving up the mandate.

Article 27

Complaints period after the announcement of the results

1. The party dissatisfied with the announced election result has the right to appeal within 24 hours.
2. After the expiration of the period defined in paragraph 1 of this article, all

complaints submitted in writing form regarding the election procedures, voting results and mandates won will be rejected as late.

3. The Central Election Commission decides on all complaints within two working days after the deadline for accepting complaints.
4. After the end of the period defined in paragraphs 1 and 3 of this Article, the Central Electoral Commission must announce the final results of the elections.

FINAL DISPOSITIONS

Article 28

Validity and implementation

1. In case of conflict of any provision of this regulation, with other regulations which regulate the electoral procedures for the elections of academic and non-academic personnel in different bodies at the faculty level (Faculty Council or Dean) and at the University level (member of the Senate or Rector), the provisions of the Statute and this regulation are valid.
2. CEC decides for all issues related to contested decisions or procedures about this Regulation.
3. CEC/ECF is responsible for the implementation of this Regulation.
4. The authentic interpretation of this regulation is made by the Central Election Commission.

Article 29

Repeal

With the entry into force of this regulation, Regulation no. 1080 dated 10.05.2017, on the Rules and Procedures for the General Elections at the UHZ and the amendment and completion of Article 4 of the Basic Regulation no. 1080-17 for general elections in UHZ, protocol number 2993 dt.18.11.2022, is repealed.

Article 30

Entry into force

This regulation enters into force on the day of approval by the Governing Council of "Haxhi Zeka" University.

Prof.Ass.Dr. Majlinda Belegu


Chairperson of the Governing Council

