

UNIVERSITY OF EDUCATION, WINNEBA
USE OF PROXY FORMS– ELECTION OF PRO-VICE-CHANCELLOR

In connection with the election of Pro-Vice-Chancellor scheduled to take place on **Monday, 15th March 2021**, I wish to communicate the procedure for the use of proxy votes to electorates as follows:

A proxy vote can be accepted if the applicant satisfies the following:

- An eligible voter who will be unable to vote on the polling day will apply to appoint a person to vote on his/her behalf by completing a proxy form.
- The applicant should be at post (including those on local study leave in Ghana).
- The applicant should submit the proxy form (Attached) through the proxy in a sealed envelope with applicant's **Name, Department and Signature** written across the seal to the Returning Officer or his agent on the day of election. The envelope should be marked PROXY. **Applications to vote by proxy sent as emails and as text messages on cell phones would not be accepted.**
- An eligible voter shall not act as proxy for more than one person.
- A person appointed to vote by proxy will be required to show a copy of the proxy form at the polling station.
- A person appointed to vote by proxy must be an eligible voter.
- A person shall not appoint more than one person at a time as a proxy to vote at the election.
- The Returning Officer or his agent shall certify that the proxy and the applicants are eligible voters.

Copies of the proxy form can be obtained from the UEW Website.