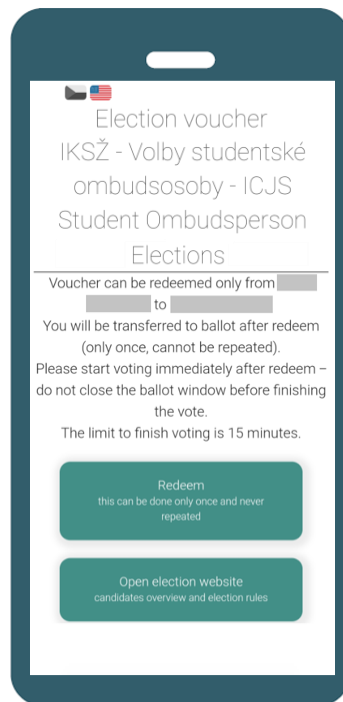


## Step 1 Voucher

Vouchers distribution is not anonymous – the information about recipients of particular vouchers is preserved in order to enable distribution of a replacement if needed, deactivation of the original one, prevention of multiple voting and for elections statistics.



The election vouchers will be distributed to eligible voters on the first elections day before the voting begins via the Faculty e-mail addresses. Each voucher has got a unique identifier. Please act responsibly and do not pass your voucher to anyone else.

**You can redeem your voucher (by using Redeem button) during the election time from March 3, 2026 at 9 AM to March 4, 2026 at 3 PM.**

In case of losing your voucher (e.g. accidentally deleted) or in case of compromising the confidentiality (e.g. accidentally forwarded), you can claim the replacement voucher and the original one will be deactivated. **Once the voucher is redeemed, the replacement is not possible.**

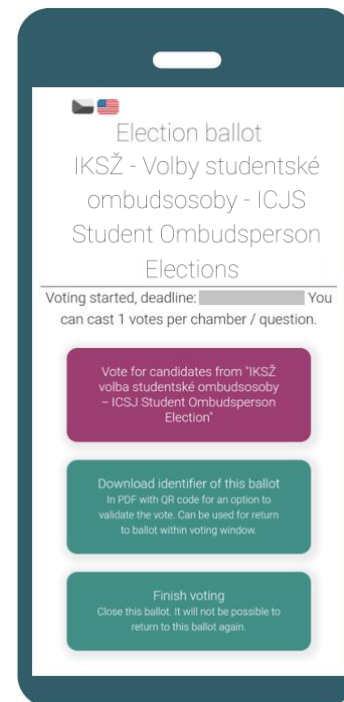
You can claim the voucher replacement till the end of election time via the e-mail sent from your Faculty address to [volby.as@fsv.cuni.cz](mailto:volby.as@fsv.cuni.cz) - subject: **Replacement**.

**Once you redeem your voucher, start voting immediately. Do not close the window before you finish. Your voting must be completed in 15 minutes.**

## Step 2 Ballot

Election ballots distribution is anonymous – once the particular voucher is redeemed, the randomly selected ballot is distributed. The voucher-ballot link is not kept.

Start voting  
once started, voting must be finished within 15 minutes



You access your ballot automatically right after you redeem your voucher. Please do not close the ballot window before you complete your voting. In case you accidentally do so, you can find the ballot URL at your browsing history or use the browser back button to return to your ballot. Once you terminate the voting by Finish voting button, you cannot return to your ballot anymore.

After pushing **Start voting** button you have **15 minutes to complete your voting**.

You can vote Student Ombudsperson at your institute only – thus only candidates from your institute are offered (under the purple button). **You can cast 1 vote only.**

**You can download the ballot identifier with QR code and URL address in a PDF file in order:**

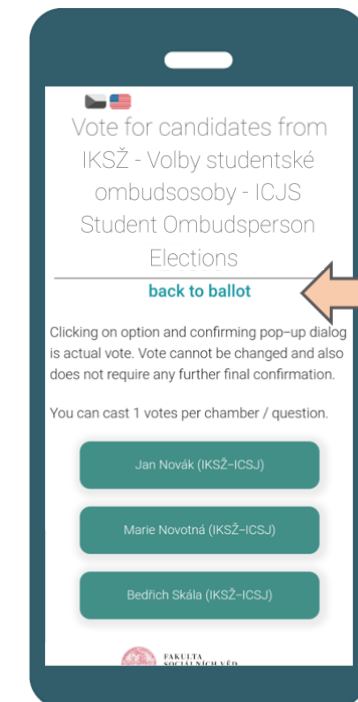
- To utilize your optional right to check the voting records linked with this ballot identifier after the end of the elections and announcing the results.
- To secure the return to your ballot within the 15 minutes voting time slot.

## Step 3 Voting

The ballot is secret.

Voter's cast votes are linked to a secret ballot, not the voter.

The control over maximum possible votes per one ballot is thus embedded.



**You can cast only 1 vote.** (In case you are studying at two institutes of the Faculty, you receive 2 Vouchers and vote at each institute separately).

**Selection of the candidate (by pushing the button with a candidate's name) and a subsequent confirming of the related dialog window is the actual act of voting. You cannot take back the actual votes. There is no further confirmation of your voting (no shopping cart function).**

The check mark next to the candidate's name indicates your vote only within your browser and these ticks are stored only for a limited time. These indicators are not sent from the Elections server. Using multiple devices or browsers can lead to incorrect indication of your votes by these ticks; nevertheless, it has no impact on your actual voting and server logs.

**After you complete voting in both chambers, you can leave the ballot using the Finish voting button on the main ballot's navigation.**

**Your voting can terminate also by using up the 15 minutes time slot. Your already cast votes remain valid.**