

# How the U3A Dunedin ballot works

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When a course is oversubscribed a ballot is run to decide which members are allocated to that course. If a person who wished to attend misses out on a place, they may wonder how the system works.

## Here is our process...

- The size of the venue is fixed, partly by the Fire Safety authorities who set a maximum number for a room and also to ensure the comfort and ease of viewing of our audience, something we judge from the end-of-course feedback forms.
- **Venue Capacity:** The Golf Club, 150; Leith Valley Bowling Club, 148.
- At the time of a ballot... we subtract the Course Convenor and the Course Assistants, we allow for anyone who has a *priority right* (e.g. a person who has been balloted out from a previous course or Life Members who wish to attend).
- The people who go into the ballot are those who have chosen that course as their First Choice.
- If a person wishes to attend with a friend, both people must have indicated that they wish to attend together. They have exactly the same probability of acceptance as anyone else.
- The result of the ballot is automatically transferred to the members' login page and the detail of **Courses Applied for** is changed to **Courses Accepted for**.
- For members not on the internet, we write a letter indicating the results of the ballot and those letters have to be printed, collected, folded, enveloped, posted and delivered. That process may take three days even given our use of the faster DX postal service.
- An e-mail is sent to members indicating the outcome at the same time as the letters are produced.
- **Priority for the ballot...** members who missed out on an earlier ballot had priority for the next two series (whether they are involved in a ballot or not). From May 2019 this was extended to three courses after an unsuccessful ballot. This means a whole year where there is guaranteed acceptance.
- **Life Members:** Lin Phelan, Alan Horsman, Brian O'Rourke.