The Rector approaches the Vice-Rector twelve (12) months before the expiry of the term of the incumbent and asks if he/she wants to continue for a second term. A shortened procedure may be followed at most once.

If a Vice-Rector wants to continue for a second term, he/she must submit the following documents to the Rector:
1. A report pertaining to performance achieved during his/her current term;
2. A vision statement for a possible second term;
3. An updated detailed curriculum vitae.

The results of the votes are presented to Council.

If Council decides on the short procedure, the following documents must be presented to Senate and the IF to vote on the reappointment of the incumbent:
1. A report pertaining to performance achieved during Vice-Rector’s current term;
2. A vision statement for a possible second term;
3. An updated detailed curriculum vitae.
If the candidate, with due allowance for the voting in Senate and the IF, obtains a majority of members of Council present and voting, he/she is appointed for a further term, with a duration as decided by Council.

The Chair of Council informs the incumbent of the final decision.