CSA Elections Office
Nomination Form
Executive – W20 By-Election

Please Note: This form is to be submitted to the CSA front office by 4:30 pm SHARP on Tuesday, March 3, 2020.

Note: Your nomination package is not complete without the following attachments:

- A short **statement** (maximum 150 words) about yourself and your reasons for seeking election;
- An election **promotion photo** of yourself to be used on the CSA website; *(Email the statement and photo to the Chief Returning Officer at csacro@uoguelph.ca at the same time the application is submitted.)*
- A complete **Declaration of Extra-Curricular Activity** (Form EO-01);
- A signed **Candidate Commitment Form**: Executive;
- A $50.00 **deposit**, in cash or personal cheque. *

**Declaration of Candidate / Nominee:**

I accept this nomination for the term of office ending April 30, 2021.

I affirm that I have read the description of the CSA Director position, including specific duties and responsibilities as outlined in CSA Bylaw 1: Organizational, CSA Bylaw 2: Electoral and all other relevant CSA bylaws and policies.

I affirm that I am prepared, if elected, to uphold the provisions of the position until they are modified with due process.

I also affirm that I am currently a member in good standing of the CSA as outlined in CSA Bylaw 1, Section 1.5: Membership.

I certify that all of the submitted information is correct, to the best of my knowledge. Any misinformation, either willful or through negligence, is grounds for penalty and/or disqualification at the discretion of the CRO, in accordance with CSA bylaws.

Furthermore, I acknowledge that failure to submit this form, or any form to the Elections Office by the prescribed date, is also grounds for penalty / disqualification.

_________________________________________ Candidate / Nominee – Signature

_________________________________________ Date (dd/mm/yyyy)

**Candidate / Nominee Contact Information:**

E-mail address: ________________________________@uoguelph.ca

Candidates / Nominees are advised that the submitted information may not be changed at a later date.
CSA Elections Office
Nomination Form
Executive – W20 By-Election

I, ________________________________, (Student Number: ______________)
(Nominator – Please Print)

nominate ________________________________, (Student Number: ______________)
(Candidate / Nominee – Please Print)

as a candidate for **Vice President Student Experience**.

_________________________ Nominator – Signature
_________________________

_________________________
Date (dd/mm/yyyy)

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Candidate / Nominee – Signature
_________________________
Date (dd/mm/yyyy)

This form is to be submitted, in person, to the CSA front office (UC 274) by 4:30 pm SHARP on Tuesday, March 3, 2020.

**NOTE: Each Candidate / Nominee requires:**
ONE nominator to sign this page and 100 seconders (next page).

Candidates / Nominees for an Executive position must submit a total of 100 verified signatures in support of their candidacy.

* Note: The required deposit for Executive candidates for the Winter 2020 General Election was incorrectly shown as $25. The deposit required by CSA Policy Appendix G: Electoral, Clause 4.3.1.f. is $50.
Seconder:

In signing below, I hereby affirm my support for the Candidate / Nominee indicated on this form. I also affirm that I am a member in good standing of the CSA, as defined in CSA Bylaw 1, Section 1.5: Membership.

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## CSA Elections Office Nomination Form
### Executive – W20 By-Election

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________________________
Signature of Candidate / Nominee

________________________
Date (dd/mm/yyyy)

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**For CSA Office Use Only:**

________________________
Rec’d in CSA Front Office

________________________
Date (dd/mm/yyyy)

________________________
Chief Returning Officer

________________________
Date (dd/mm/yyyy)

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Office use: EO-BOD
CANDIDATE COMMITMENT FORM: EXECUTIVE POSITION
(Non-Binding Outline)

For the duration of the term, as a candidate for the office of CSA Executive, I acknowledge and:

As a Director agree to:

• Have a thorough understanding of the CSA’s Mandate, Indicators of Success and Approach, and the CSA Structure;
• Attend and actively participate in all scheduled Board of Directors training sessions, Board of Directors meetings, General Members’ Meetings (GMM) and the Annual General Meeting (AGM);
• As a Director, be prepared to speak to classes during times of significant importance to the CSA, including but not limited to GMMs, AGMs, elections and awareness campaigns.

As an Executive Committee Member agree to:

• Accomplish initiatives as received by the President from the Board of Directors and the general membership;
• Follow the leadership and direction of the CSA President;
• Attend and actively participate in all CSA scheduled Executive Committee training sessions, retreats and weekly (or biweekly) meetings;
• Participate in ongoing leadership training;
• Prepare and submit in a timely manner Executive Committee meeting minutes for inclusion in the upcoming board package;
• Actively participate in Transition Week, together with the core staff, as required by the Policy & Transition Manager.

As an Executive Officer agree to:

• Work a minimum of 37 hours per week from May 1 until April 30;
• Limit enrollment to no more than 1.00 credit per semester (under review);
• Participate in a comprehensive transition process relevant to my role at the beginning of the term, as well as executing such a process for incoming Executive at the end of my term, as scheduled by the Policy & Transition Manager;
• Participate in applicable training opportunities to strengthen skills for the enhancement of your portfolio;
• Be responsible for the duties listed in my Executive Portfolio.

Continued…
Candidate Commitment Form: Executive Position (Cont’d)

- Consult with the general membership on matters pertaining to respective portfolio;
- Prioritize and fulfill committee obligations;
- Update my portfolio’s transition manual, to be handed down to future Executive;
- Submit a final report to the Board of Directors for the last meeting of the year.

In addition to the above, I further agree to:

- Keep in strictest confidence all confidential or proprietary information communicated or disclosed to me in accordance with relevant CSA by-laws and policies;
- At all times ensure the financial viability and continuation of the CSA as a non-profit organization;
- At all times take into consideration the CSA’s welfare and mandate;
- Always uphold the principles of inclusivity, accessibility, and CSA bylaws and policies;
- Commit to approximately 20 hours of “shadow training” with the outgoing Executive, prior to April 27;
- Attend the Staff Training Day on March 28, 2020;
- Participate in the Executive Transition Program on April 27-29, 2020;
- Attend the mandatory Board Training on Saturday, September 12, 2020.

Candidate Signature: ____________________________________________________

Print Candidate Name: ___________________________________________________

Witness Signature: _______________________________________________________

Print Witness Name: _____________________________________________________

Date: _________________________________

Office use: EO-BOD
# Declaration of Extra-Curricular Activity (Form EO-01)

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<th>Club, Activity or Organization</th>
<th>Member since:</th>
<th>Current Executive?</th>
<th>If yes, what position(s)?</th>
<th>Contact Information for Activity, Club, or Organization (include email and/or ext.)</th>
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*Attach extra sheet if required*

**Candidate / Nominee (Print Name):** I, _______________________________ hereby declare that the above activities are a full and complete list of my extra-curricular involvement at the University of Guelph at the present time. I understand that if this list of activities changes in any way, a written notification will be presented to the CSA Chief Returning Officer (CRO), who will then keep this notification on file and distribute to other candidates if necessary. I further understand that, should I use a particular position or activity with which I am involved to promote my campaign, I must invite my fellow candidates for the same position, to do the same at said position/activity. I recognize that failure to abide by this declaration may result in disqualifications at the discretion of the Chief Returning Officer.

Signature: _______________________________  Date: _______________________________