Spring 2020 Candidate Application Packet

Full Legal Name (Please print)

Complete and Return To:
Student Affairs, S380
One Main Street Bldg.,
S-380 Houston, TX 77002
Application Deadline: Friday, March 18, 2020 by 5:00pm

Student Government Association Election

Intent to Run for Office Application
(Please print clearly using blue or black ink)

**Personal Information**

Name: ________________________________________________________________

Address: ___________________________________________________________________

Student ID Number: ______________________________________________________

Contact Number ___________________________________________________________________

Gatormail: __________________________________________________________________

Hours Completed at UHD ________________________ Classification:_______________________

(Circle one. If no major has been declared, circle N/A):    Yes / No / NA (If chosen please indicate below:

Declared Major: ______________________________________________________________________

College: __________________________________________________________________________

Anticipated Graduation Date: Month & Year ____________________________________________

**Additional Information**

If graduating prior to May 2020, will you return to UHD to take more classes?

If yes which classes:

Please elaborate on your reasons for return after graduation:
Select Candidacy Position (Fill in the circle)

- President
- Vice president
- Attorney General
- Senator – University College
- Senator – College of Business
- Senator – College of Humanities and Social Sciences
- Senator – College of Public Service
- Senator – College of Science and Technology
- Student Defender
- Chief Justice

CANDIDATE
Signature: ____________________________ Date: ________________
ELECTION COMMISSIONER
Signature: ____________________________ Date: ________________

* For these senatorial positions you must be a declared major in the selected college. Those candidates who have no declared majors may select the senatorial position for University College.

1 For these senatorial positions there are two seats available.

Student Government Association Election

Candidate Requirements and Qualifications

Executive

President and Vice President
Requirements for the Executive positions of President and Vice President include:
2.5 GPA (minimum each)
- Current, part-time (Six of more hours) or full-time (12 hours or more) student status at UHD
- Good standing member of SGA for two consecutive semesters, current semester included, prior to taking office.
- Must be able to commit to 2 semesters of service.
- Must be able to dedicate 10+ office hours weekly.
- Good standing with UHD
- Must have completed at least 24 semester hours.
Legislative
Senators
Requirements for the Legislative positions of Senator include:
• 2.0 GPA (minimum)
• Current, part-time (Six of more hours) or full-time (12 hours or more) student status at UHD
• Current student in the college for which you plan to declare candidacy*
• Must be able to commit to 2 semesters of service.
• Must be able to dedicate 5+ office hours weekly.
• Good standing with UHD

Judicial Branch
Attorney General
Requirements for the Judicial positions of Attorney General include:
• 2.0 GPA (minimum)
• Current, part-time (Six of more hours) or full-time (12 hours or more) student status at UHD
• Must be able to commit to 2 semesters of service.
• Must be able to dedicate 5+ office hours weekly.
• Good standing with UHD

Chief Justice
Requirements for the Judicial position of Chief Justice include:
• 2.5 GPA (minimum)
• Current, part-time (Six of more hours) or full-time (12 hours or more) student status at UHD
• Must be able to commit to 2 semesters of service.
• Must be able to dedicate 5+ office hours weekly.
• Good standing with UHD

Student Defender
Requirements for the Judicial position of Student Defender position includes:
• 2.0 GPA (minimum)
• Current, part-time (Six of more hours) or full-time (12 hours or more) student status at UHD
• Must be able to commit to 2 semesters of service.
• Must be able to dedicate 5+ office hours weekly.
• Good standing with UHD
Student Government Association Election

All Positions
Requirements for all elected positions within the Student Government Association (SGA), upon taking office, include:

• Review and comprehend, and have a working knowledge of the Student Government Constitution and Bylaws prior to taking office

• Completion of required office hours per week during Fall and Spring semesters while school is in session. (Executive = 10 hrs/wk, Legislative = 5 hrs/wk, Judicial = 5 hrs/wk)

• Display professionalism and a good moral character at all times

• Serve on at least one SGA committee and one university-shared, governance committee

• Attend weekly and bi-weekly SGA leadership meetings □ Attend General Assembly at least 5 per semester.

• Take an oath of office and faithfully and ethically execute the duties of the office to which you may be elected

• Fulfill requirements of job description of stated in the UHD Constitution.

• Work toward the betterment of your constituents regarding academic and student life in the college that you serve and the university as a whole.
Government Association Election Packet

- Candidate Requirements
- Signatures
- Signees and Meeting

Signatures

The required number of unique signatures a candidate must obtain in order to run for the specified elected office in SGA are as follows:

- President: 200 unique signatures
- Vice President: 200 unique signatures
- Chief Justice: 100 unique signatures
- Attorney General: 50 unique signatures
- Senator (from your college): 50 unique signatures
- Student Defender: 50 unique signatures

Signees

Requirements for the students who sign a candidate’s Student Government Association Spring 2020 Election Form include:

- Current, part-time or full-time students at UHD

Each student will be verified and confirmed by the Office of Student Activities. It is recommended that a candidate acquire additional signatures in case signees fail to meet university requirements. Signatures for Executive positions may be obtained from any student that attends UHD and meets the signee requirements. Signatures for Legislative positions must be obtained from signees who have declared majors from the college for which they represent. Signees for the Senatorial position representing University College may only be students who have NOT declared majors or students considered to be University College students by the Office of Student Activities.

Mandatory Candidate Information Meeting

All candidates must attend a mandatory information meeting. Two meetings will be held, one in the morning and one in the afternoon, to accommodate different schedules. The Meeting dates and times are listed on the next page.
Student Government Association Election

Candidate Mandatory Meeting
March 30, 2020

Date:

Location: University Houston - Downtown
One Main Bldg.
Student Activities Conference Room
Houston, TX 77002

Meeting Time 1: March 30, 2020
3:00PM- 4:00PM

Meeting Time 2: March 31, 2020
11:30AM-12:30PM

Contact Information

Mr. Tremaine Kwasikpui
Advisor (713) 221-8563
kwasikpuit@uhd.edu
Student Government Association Election

Official Candidacy Declaration

All students registered at the University of Houston- Downtown, and pay all mandatory student-fees, are considered members of the Student Association of the University of Houston-Downtown and are eligible for election to the offices of University of Houston-Downtown Student Government Association open positions in accordance with the University of Houston-Downtown Student Government Association Constitution and the University of Houston-Downtown Student Government Association Election Code. No candidate shall be charged a registration or petition fee. By signing below, the candidate affirms that he/she has read the University of Houston-Downtown Student Government Association Constitution and the University of Houston-Downtown Student Government Association Election Code and further agrees to abide by all the terms set therein. In addition, the candidate affirms that he/she meets all the requirements of eligibility set forth in the University of Houston-Downtown Student Government Association Election Code. (All candidates must complete this form in order for their candidacy to be officially declared.)

I, ____________________________, hereby acknowledge my candidacy for the office of _______________ - _______________

Full Legal name (Please print)

Title of Office

College Name (If applicable)

and, if elected, accept the duties and responsibilities of the office to which I am elected. I am a member of the University of Houston – Downtown’s student body not under probation by the university administration, and qualify, under the requirements set forth by the Student Government Association Constitution and Bylaws and Candidate’s Election Guide for the office stated above. I do accept these terms and conditions in order to run for the office of which I am a candidate.

I have read and fully understand the criteria for being a candidate of Student Government and the University of Houston – Downtown Posting Procedures. I am completely aware that if I violate any portion of the elections materials that I will forfeit my right to run for any Student Government position or office during this election term.

CANDIDATE

Legal Signature: ____________________________ Date: ________________, 2020

ELECTION COMMISSIONER / CLERK

Legal Signature: ____________________________ Date: ________________, 2020
Receipt of Election Packet Acknowledgment

I, ________________________________, acknowledge receipt of the University of Houston – Downtown Student Government Association Election’s Packet by placing my signature below on this form. The aforementioned document contains:

- Intent to Run for Office Application
- Candidate Requirements and Qualification
- Declaration of Candidacy Signature Form
- SGA Elections Signatures, Signees and Meeting Form
- Contact Information
- SGA Constitution and Bylaws Online Link
- Election Codes
- UHD Posting Policies
- Receipt of all Election Packet Acknowledgement Form

I understand that it is my responsibility to read, comprehend, and adhere to these documents. I further understand that violations of these documents may result in election code penalties up to and including disqualification from the election.

Legal Signature: ___________________________ Date: ______________

Official Use Only

Date Received: ________________

(Circle One)
Intent to Run Application: Approved / Denied GPA
Meets Requirements: Approved / Denied All Forms
Completed: Approved / Denied Signature Form
Requirements Met: Approved / Denied
SGA Chief Justice / Elections Commission Approval: ________________________

Advisor Approval to Begin Elections Campaign: __________________________
Student Government Association Election
Dates to Remember

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
</tr>
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<tbody>
<tr>
<td>March 2, 2020</td>
<td>Begin application process</td>
</tr>
<tr>
<td><strong>Thursday, March 16, 2020</strong></td>
<td>Deadline for receipt of application by 5:00pm</td>
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<tr>
<td>March 24 and 25, 2020</td>
<td>Mandatory Candidates Meeting</td>
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<tr>
<td>March 30 –April 3, 2020</td>
<td>Campaign Week</td>
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<tr>
<td>April 3, 2020</td>
<td>Clubs &amp; Orgs Meeting</td>
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<tr>
<td>April 3, 2020</td>
<td>Candidates’ Debate</td>
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<tr>
<td>April 6- April 10, 2020</td>
<td>Campaign/SGA Voting Week Begins</td>
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<tr>
<td>April 6, 2020</td>
<td>Meet the Candidates</td>
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<tr>
<td>Monday, April 6, 2020</td>
<td>Polls open via personalized e-mail ballot at 8am</td>
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<tr>
<td>Friday, April 10, 2020</td>
<td>Polls close via personalized e-mail ballot at 5pm</td>
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<tr>
<td>TBD</td>
<td>Mandatory Training for Newly Elected Officers</td>
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*Dates subject to change*