

Nomination Packages Instructions

Enclosed in your nomination package you will find the following:

- The Nomination Package Instructions
- The Elections Letter from the CRO
- The Nomination Form
- The Accommodations Request form

Steps in the nomination process:

1. Pick up your nomination form.
2. Fill out the nomination form:
 - ✓ Fill out basic information on **page 1**
 - ✓ Fill out the declaration of the candidate on **page 2**
3. Attain your required signatures.

Executive Positions	30 Signatures
Educational Centre Representatives	10 Signatures

4. Fill out the other forms:
 - ✓ Accessibility Request Form
This form lets us know if there is anything we can do to assist you due to a disability.
5. Submit the form to the SA Office. The SA front office staff will give you an envelope with a form to fill out, please fill out the form and then give it to any membership services staff member who will receive the form and give you the top version of the form as a receipt.

If you have any questions please feel free to Contact the CRO at cro@sagbc.ca.



CANDIDATE'S KIT

Dear Potential Candidates,

Please read this document carefully. It contains important information about the available positions and the elections process.

Thank you for deciding to get involved with your Student Association. Elections give students an opportunity to participate in the democratic process of the Student Association of George Brown College, and allow you to become active as a student representative on campus. This letter and the attached material outline both the nomination and election procedures for the upcoming by-election. Please read through this nomination package carefully and **take time to review the Candidate Guidelines and Student Association By-Laws**. In order to ensure fairness, the rules governing elections are upheld consistently with no exceptions for deadlines or infractions.

Nomination forms may be completed in advance, but cannot be submitted until nominations open.

IMPORTANT INFORMATION

Dates

Nominations October 28th – November 4th at 12:00 p.m. (noon)

Campaigning November 7, 2019 at 9:00 a.m. until November 21, 2019 at 5:00 p.m.

Voting November 15-21, 2019

All Candidates Meeting

The All Candidates meeting will be held November 5, 2019 at 5:00 p.m. at _____. Any candidate who does not attend and also fails to send a designate to the All Candidates Meeting will be automatically disqualified from the election. You may also make an appointment with the Chief Returning Officer to cover the material which will be covered in the meeting. It is preferred that you contact the Chief Returning Officer before the meeting to make these arrangements.

If you cannot attend nor make an arrangement for a meeting with the Chief Returning Officer, you may appoint a Campaign Agent under provision of these nomination papers who can deal with matters with elections officials in your absence.

If you choose not to appoint a Campaign Agent you may appoint a proxy for the purposes of this meeting alone. You may do so by notifying the CRO and requesting the proxy form.

If you send a campaign agent or a proxy to the meeting, you are deemed to have received all the information presented.

Student Association Office Locations

St. James Campus: 200 King St. E., Room. 147
Casa Loma Campus: 142 Kendal Ave. Room E100
Ryerson Campus: SHE building 99 Gerrard St. E. Room 614
Waterfront Campus: 51 Dockside Dr. Room 033

Candidates are not allowed to campaign during the nomination and organizational period (until November 7, 2019 at 9:00 a.m.) It is your responsibility to understand what actions are considered campaigning as outlined in the attached Student Association By-Laws. Candidates may only tell individual students that they intend to run in the election for the purpose of being nominated.

Ensure that you have signed and received a copy of the receipt when you submit a nomination package.

Completion of the forms requires that you collect signatures from your faculty, constituency or campus. It is the candidate's responsibility to ensure that the signatures are valid and they will be confirmed by the CRO with the Student Services Office. Candidates are strongly encouraged to obtain a reasonable amount of extra signatures to ensure they have sufficient number of valid signatures.

Under by-law changes at the October AGM, slates are prohibited in this election. There is no opportunity to form a slate or campaign together.

The signatures for each position are designated as follows:

Executive..... 30 valid signatures
Educational Centre Representatives..... 10 valid signatures

Completed nomination forms must be handed in, in person, to the Student Association Office from which it was picked up during regular office hours during the nomination period. The nomination deadline is November 4, 2019 at 12:00 (noon). If you picked up the package from the Ryerson SA office, due to limited office hours, you may also drop it off at St. James by the deadline. (The Ryerson Office is closed on Fridays).

I look forward to meeting all of you and facilitating the SAGBC General Election in a fair and responsible fashion. For any concerns or questions, please contact me at cro@sagbc.ca .

Sincerely,
Charles Wilson
Chief Returning Officer
Student Association of George Brown College



**NOMINATION PAPER
OF A CANDIDATE FOR 2019 GENERAL ELECTION
OF THE STUDENT ASSOCIATION OF GEORGE BROWN COLLEGE.**

Part I – Candidate’s Information

The name appearing in the boxes below must be exactly as the candidate wishes their name to appear on the ballot paper. Mononyms are not accepted on the ballot, unless that the mononym is the legal name of the nominee.

Surname	Given name

If your name by which you are registered at George Brown College is different than the name which you wish to have appear on the ballot paper please give your legal name here:

Surname	Given name

This name will not appear on the ballot paper but will be used to verify your status as a student with the college.

Position sought:

Please check the box to the left of the position you wish to seek.

Director of
Operations

Director of
Communications and
Internal

Preparatory and Liberal
Studies Educational Centre
Representative

Please note that the election for Director of Education and Equity will be in the spring of this year.

Part II – Contact and Other Information

Telephone number:

Email address:

George Brown College	Preferred (if different than the college)
@georgebrown.ca	

Student Number:

Part III – Candidate’s Consent to Nominations

For candidates for Director of Communications and Internal and Director of Operations Only:

I UNDERSTAND THAT THIS IS A FULL TIME POSITION AND THAT I CAN ONLY TAKE 1 (ONE) COURSE DURING MY TERM OF OFFICE, AND I MUST COPMPLY WITH BY-LAW 3, SECTION 7 DURING MY TERM OF OFFICE, WHICH READS AS FOLLOWS: “The members of the Executive shall be enrolled in no more than a maximum of one course per semester during their term of office.”

Candidate’s signature

I, the above named candidate, the nominee in this nomination paper, do affirm that:

- I consent to the nomination;
- I am a qualified elector and I am eligible to be a candidate for the position which I seek;
- I am aware of the obligations imposed on me as a candidate in the by-laws and Elections and Referendum Policy; and
- My name as recorded in Part I, is exactly how I wish my name to be spelled on the ballots.

I, the above named candidate, further agree to the disclosure of personal information regarding my academic standing held by the Office of the Registrar of George Brown College of Applied Arts and Technology to the Chief Returning Officer for the purpose of determining my eligibility to run for a position. I consent to disclosure of my academic information in accordance with section 42(1)(b) of the *Freedom of Information and Protection of Privacy Act* (RSO 1990, C. F-31). The academic requirements are as follows:

- a) For Executive Officers you must be enrolled in a program of study at George Brown College and must not have opted out of the Student Government Fee;
- b) For Education Centre Representatives, you must be enrolled in a program with the educational centre you seek to represent and must not have opted out of the Student Government Fee.

Dated _____ day of _____, 2019,

Candidate’s signature

I nominate _____ to the position of _____ in the Student Association of George Brown College.

	Name (please print)	Student number	Facility/Campus	Signature
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				
EDUCATIONAL CENTRE REPRESENTATIVES CANDIDATES DO NOT NEED TO ATTAIN MORE THAN 10 SIGNATURES BUT MAY DO SO IN CASE THERE IS A DEFICIENCY IN THE SIGNATURES.				
11				
12				
13				
14				

I nominate _____ to the position of _____ in the Student Association of George Brown College.

	Name (please print)	Student number	Facility/Campus	Signature
15				
16				
17				
18				
19				
20				
21				
22				
23				
24				
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27				
28				
29				

I nominate _____ to the position of _____ in the Student Association of George Brown College.

	Name (please print)	Student number	Facility/Campus	Signature
30				
EXECUTIVE CANDIDATES DO NOT NEED TO ATTAIN MORE THAN 10 SIGNATURES BUT MAY DO SO IN CASE THERE IS A DEFICIENCY IN THE SIGNATURES.				
31				
32				
33				
34				
35				
36				
37				
38				
39				
40				
41				
42				
43				

I nominate _____ to the position of _____ in the Student Association of George Brown College.

	Name (please print)	Student number	Facility/Campus	Signature
44				
45				
46				
47				
48				
49				
50				
51				
52				
53				
54				
55				



ACCESSIBILITY REQUEST TO BE FILED WITH THE NOMINATIONS PAPER.

Surname	Given name

For the All Candidates Meeting, for elections communications, and other elections events, I am requesting the following accommodations and/or alternative formats

Large print (please include the preferred font style and size below:

Braille

Plain language

Audio

Electronic format:

Microsoft Word

HTML

Rich Text

PDF

Other: _____

American Sign Language

Other: _____

I do not require any accommodations at all.

Signature: _____

Date: _____