Names/Colleges

2019 General Election
President/VP Ticket
Application Packet

Due on Friday, February 1st, 2019 before 5:00 PM.

www.usf.edu/sg
Candidate Information Sheet – President

Everyone participating in this election must complete a Candidate Information Sheet

Return Application to Student Government
Marshall Student Center, Suite 4300

Position Running for: ____________________________________________________________

Personal Information:

Name: ________________________________________________________________

Address: __________________________________ City: ______________ State: ____ Zip: ______

Telephone Number: ________________________________________________________

Official USF Email address: ________________________________________________

Have you worked for any other USF department within the past year?

Yes  No

If so, are you currently employed by that department?

Yes  No

College_______________________________________________________________

Major_______________________________________________________________

Student Standing (by credit hours):

Freshman  Sophomore  Junior  Senior  Graduate Student

Credit Hours Enrolled this Semester: ____________

Signature of Candidate ________________________________________________

Date: _____________________
Candidate Information Sheet – Vice President
Everyone participating in this election must complete a Candidate Information Sheet
Return Application to Student Government
Marshall Student Center, Suite 4300

Position Running for: ____________________________________________________________

Personal Information:

Name: ________________________________

Address: ___________________________ City: ______________ State: ___ Zip: ________

Telephone Number: ________________________________

Official USF Email address: ________________________________

Have you worked for any other USF department within the past year?

Yes    No

If so, are you currently employed by that department?

Yes    No

College____________________________________________________

Major____________________________________________________

Student Standing (by credit hours):

Freshman    Sophomore    Junior    Senior    Graduate Student

Credit Hours Enrolled this Semester: _____________

Signature of Candidate _______________________________________

Date: ____________________________
Ticket Expense Statement

List all of the following expenditures that you have spent in the campaign process. Misreported information on the Expense Statement may result in major/minor violations being assessed. If you have not yet spent anything please indicate that by filling out the form normally and indicating a “0” in the box marked “Total”. When completed, whether or not you have any expenditures at this time, please sign at the bottom. This form is to be updated on a weekly basis as expenses are incurred.

Name: __________________ Date: __________________

Office Seeking: __________________ College: ________________

<table>
<thead>
<tr>
<th>Description</th>
<th>Vendor</th>
<th>Quantity</th>
<th>Cost</th>
<th>Total Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ex) Box of chalk</td>
<td>Target</td>
<td>2</td>
<td>$5.00</td>
<td>$10.00</td>
</tr>
</tbody>
</table>

Subtotal
Tax
Total

I do hereby swear or affirm that the above list of expenditures is representative of my sum total of expenditures received during my campaign for Student Government office.

Signature of Candidate ________________________________

Supervisor ________________________________

Time & Date: ____________________

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Ticket Contribution Statement

List below all of the following contributions that have been received for your campaign. In addition to all contributions made by outsiders of your campaign like local business owners make sure to include any donations you make to your own campaign such as money and previously owned supplies. In the case that you have additional contributions past the submission of this statement you may amend by submitting an amended contribution statement. Misreported information on the Contribution Statement may result in major/minor violations being assessed. If you have not yet received any contributions please indicate that by writing “N/A” on the form. When completed, whether or not you have any contributions at this time, please sign at the bottom. This form is to be updated on a weekly basis as contributions are received.

Ex)
Name: The Really Cool Apartments  Amount: $ 500
Address: 4202 Rocky D. Bull Drive
          Tampa, FL 33620
Phone: 195-611-1762

Name: ___________________________  Amount: $ ______
Address: __________________________
Phone: __________________________

Name: ___________________________  Amount: $ ______
Address: __________________________
Phone: __________________________

Name: ___________________________  Amount: $ ______
Address: __________________________
Phone: __________________________

I do hereby swear or affirm that the above list of contributions is representative of my sum total of contributions received during my campaign for Student Government office.

(Candidate Signature) ______________________ (Candidate’s Printed Name)

(Supervisor) ____________________________ Date and Time
Section 1: Student Record Waiver

I, ____________________________________, hereby authorize and consent to the release of my records, which shall include my GPA, Academic Standing, major, and confirmation of enrollment at USF for the purposes of verifying the qualifications of employment and/or volunteer positions with Student Government. I also acknowledge that the information provided on this application is true to the best of my knowledge. I understand that falsification of any part of this form will be cause for immediate dismissal if employed in volunteering my time and/or the invalidation of this application. This information shall be held by Student Government for a period not to exceed one year, if not hired by SG. In the event that I am hired, I understand this application will become part of my permanent employee/volunteer file. This information shall not be released to any other entity without my prior written consent.

Section 2: Acknowledgment of Status of Student Government Records and Privacy Rights for USF Student Government Officers, Appointees, Employees and Volunteers

I, ________________________________________, voluntarily assume the responsibilities and rights afforded to me as a USF Student Government Officer/Appointee, Employee and/or Volunteer and acknowledge that although as a student at the University of South Florida my student records are confidential and protected by both Federal (FERPA) and State (Fl. St. 1002.22) Privacy Laws; as an active participant in the USF Student Government my actions and any records created as a result of my elected, appointed or hired position in USF Student Government (herein, SG Records) are subject to both the Florida Sunshine Laws (Fl. St 286.011) and Florida Open Records Laws (Fl. St. Chapter 119). The University will produce the Student Government records to the extent they are directly related to student government activities, including but not limited to, emails using the SG email address, requests or grants of funding, payroll or expense reimbursement or any campaign documents and expenditures as required by state and federal law in the event of a public record, public meeting or audit and compliance or investigation or any review by student government, the university, the state or other agency. I understand that specific documents or meetings that deal with my student status or student academic records unrelated to SG or that include judicial hearings that involve issues of student conduct, court records or records maintained by OSRR may retain their confidential and exempt status as provided by law.

Attestation for Section 1 and 2:

_______________________________________________
Signature                                                                                                                 Date

______________________________________________
Please Print Name

______________________________________________
U #

Revised  07/20/2016
University of South Florida Student Government

Everyone participating in this election must complete Sections 1 and 2 and the Attestation portion of this form.

Section 1: Student Record Waiver

I, ____________________________________, hereby authorize and consent to the release of my records, which shall include my GPA, Academic Standing, major, and confirmation of enrollment at USF for the purposes of verifying the qualifications of employment and/or volunteer positions with Student Government. I also acknowledge that the information provided on this application is true to the best of my knowledge. I understand that falsification of any part of this form will be cause for immediate dismissal if employed in volunteering my time and/or the invalidation of this application. This information shall be held by Student Government for a period not to exceed one year, if not hired by SG. In the event that I am hired, I understand this application will become part of my permanent employee/volunteer file. This information shall not be released to any other entity without my prior written consent.

Section 2: Acknowledgment of Status of Student Government Records and Privacy Rights for USF Student Government Officers, Appointees, Employees and Volunteers

I, _______________________________________, voluntarily assume the responsibilities and rights afforded to me as a USF Student Government Officer/Appointee, Employee and/or Volunteer and acknowledge that although as a student at the University of South Florida my student records are confidential and protected by both Federal (FERPA) and State (Fl. St. 1002.22) Privacy Laws; as an active participant in the USF Student Government my actions and any records created as a result of my elected, appointed or hired position in USF Student Government (herein, SG Records) are subject to both the Florida Sunshine Laws (Fl. St 286.011) and Florida Open Records Laws (Fl. St. Chapter 119). The University will produce the Student Government records to the extent they are directly related to student government activities, including but not limited to, emails using the SG email address, requests or grants of funding, payroll or expense reimbursement or any campaign documents and expenditures as required by state and federal law in the event of a public record, public meeting or audit and compliance or investigation or any review by student government, the university, the state or other agency. I understand that specific documents or meetings that deal with my student status or student academic records unrelated to SG or that include judicial hearings that involve issues of student conduct, court records or records maintained by OSRR may retain their confidential and exempt status as provided by law.

________________________________________________________________________________________________________

Attestation for Section 1 and 2:

_______________________________________________  __________________________
Signature                                                                                                                 Date

Please Print Name

U #__________________________________________

Revised  07/20/2016
ELECTION REQUIREMENTS

All candidates MUST have turned in a completed application packet before 5:00 PM Friday, February 1st, 2019 to MSC 4300.

All candidates MUST attend AT LEAST ONE informational meeting. Times/Dates are listed in this packet. Candidates will be expected to communicate through official USF email. Please be mindful that ANY communication sent to the student email account of any member of the ERC will NOT be acknowledged due to Florida public record law.

SG REQUIREMENTS

Candidates MUST be enrolled for at least 6 credit hours as an undergraduate or 4 credits as a graduate degree-seeking student and maintain AT LEAST an institutional 2.5 GPA as an undergraduate student and a 3.0 GPA as a graduate student and may not be under disciplinary probation, suspension or expulsion.

The elected President and Vice President MUST attend a two day Annual Leadership Retreat lead by SGATO the week prior to the beginning of fall classes.

Candidates MUST be enrolled for at least 6 credit hours as an undergraduate or 4 credits as a graduate degree-seeking student and maintain AT LEAST an institutional 2.5 GPA as an undergraduate student and a 3.0 GPA as a graduate student and may not be under disciplinary probation, suspension or expulsion.

All candidates will be notified of their eligibility by or on Friday, February 8th, 2019. The ERC will notify all eligible candidates, SGATO will notify all ineligible candidates.

ELECTION SCHEDULE/EVENTS


Campaigning Allowed: Monday, February 11th, 2019 – Completion of voting. Candidates may campaign only after receiving verification from the ERC or SGATO.


Run-Off Election (if needed): Tuesday, March 5th, 2019 - Wednesday, March 6th, 2019
Meet the Candidate Event:  Feb 12th 12-1:30pm MSC Amphitheatre, Rain Location is MSC 2709

Presidential Debate:  Feb 13th 7-9:30pm MSC Oval 2500 (candidates needs to arrive at 5:30pm for set up as this will be live streamed/recorded)

Ticket Debate:  Feb 20th 7-10pm MSC 2100AB (candidates needs to arrive at 5:30pm for set up as this will be live streamed/recorded)

Election Results Announced:  March 1st 12-1pm in MSC 4200

Candidate Information Meetings

Candidates MUST attend at least one meeting, as required by Student Government Statutes, to be placed on the ballot. You will be DISQUALIFIED if you fail to attend a meeting. If your schedule conflicts with all of the times listed below, contact the Supervisor of Elections to request an individual appointment. You must do so AT LEAST 24 HOURS PRIOR to the final listed meeting time. If any changes occur applicants will be notified by official USF email.

Monday, February 4th, 2019: 12:30-1:30 PM in MSC 3709

Wednesday, February 6th, 2019: 5-6 PM in MSC 4200

Thursday, February 7th, 2019: 5-6 PM in MSC 4200

President and Vice President Candidate Meeting

Candidates for President and Vice President are also required to attend an additional meeting with the Supervisor of Elections. Both candidates are required to attend and are also encouraged to bring their Campaign Manager. This meeting will be tentatively scheduled for Friday, February 8th at 12:00-1:00 PM in the SG conference room, MSC 4304. If you cannot make this time due to a valid reason, you must inform the Supervisor of Elections in writing at least 24 hours in advance.

Contact Information

Sebastian Leon, Supervisor of Elections: leon10@usf.edu

Please DO NOT send any emails to any student accounts as they will NOT be acknowledged.
**Election Information**

- Only paperwork submitted to the Elections Rules Commission with a time stamp will be recognized as received, including this application.

**Campaigning Overview**

- Campaigning may not take place before the official campaigning period, which begins **Monday, February 11th, 2019**.
- Campaigning may not take place until after you have been notified by SGATO or the ERC that you are approved to campaign.
- The following are major violations, which will result in disqualification and cause the Candidate(s) or ticket to be in poor standing with Student Government for two calendar years:
  - Any attempt, successful or unsuccessful, to:
    - Use force or threats in any way, including for money, favors, or votes
    - Use money or favors to persuade a person or group to act in a certain way, not including purchases of goods or sponsorships
    - Spread false, damaging statements against any person or group
    - Tamper with voting software
    - Condoning the commission of any of these actions by others
  - Any use of SG or USF resources to assist or harm a campaign, including:
    - Using social media pages that are otherwise primarily used for a position, department, or office
    - Using ListServs or other similar department/office email lists in any way
    - Using department/office tabling events
    - Seeking donors or volunteers while on the clock or in the workplace
    - Actively campaigning while on the clock or in the workplace
    - Condoning the commission of any of these actions by others
  - Any of the following other violations:
    - Receiving more than the caps specified in SG Statutes 706.3
    - Knowingly providing false information to the Supreme Court, the ERC, and/or to SGATO
    - Withholding any financial records or any updates to them
    - Damaging, destroying, or thieving a campaign’s materials
    - Setting up or operating an unauthorized polling station
    - Condoning the commission of any major violations by others
• The following are minor violations. For each minor violation after the first violation a nominal fine of $20 will be levied against a Senate candidate. A Campaign Ticket shall be disqualified should the Campaign Ticket accumulate seven (7) minor violations.
  o Using A&S funded materials to further their campaign (with the exception of anything printed via the free printing locations listed on the USF Information Technology website).
  o Sliding campaign materials under doors of residence halls
  o Posting signs in unauthorized locations
  o Chalking in unauthorized locations
  o Campaigning within 100 feet of an official polling station
  o Campaigning in any Student Government Agency or Bureau
  o Campaigning while wearing any USF Department uniform, nametag, or polo given as a result of a position in that department
  o Early campaigning
  o Using University administrators, USF Spirit Squad, current NCAA athletes, Division 1 athletes, or any current non-student University employee as endorsement of a campaign
  o Placing campaign materials on vehicles parked on-campus
  o Any violation of the Election Code of Ethics
  o Condoning others to commit these acts

• Please refer to Student Government Statutes Title VII for more information on the elections process

***All Election Process requirements MAY be subject to change; candidates will be informed of such changes if they should occur***
Candidate Biography and Photo

Candidates may include a biography and photo to be used in official Student Government media. The biography will be limited to a maximum of 200 words and must be submitted to the Supervisor of Elections, via email and in a separate document, by Friday, February 8th by 5:00 PM. The Elections Rules Commission is not responsible for any grammar, formatting or spelling mistakes and will post only what the candidate submits. If you choose to NOT submit one there will not be any information regarding your candidacy in the bio book at each of the voting polls- we strongly encourage you to submit a bio.

1. Write a biography with a maximum of 200 words
2. Save in a Word format
3. Email this file as an attachment to the Supervisor of Elections, Sebastian Leon at leon10@usf.edu
4. Deadline: Friday February 8th at 5:00 PM

EXAMPLE: My name is Rocky D. Bull and I am a junior majoring in Biomedical Sciences here at the University of South Florida. I am currently the Public Relations officer for the Economics Scholar Society as well as an active member of Black Student Union and Alliance of Concerned Students. Ever since arriving on the Tampa campus I have been looking for a way to get involved and give back to the student body and I feel being your Senator is the best way I can do that. As a Senator I will fight to make Student Government more transparent so you can see where your money goes. In addition I will help to bridge the gap between Student Government and the student body by relaying real student concerns and getting your input on important matters. Finally as a Senator I will stand up for any student concern even when it differs with my opinion because I am a Senator for the students. VOTE RDB February 25th- February 28th.

Please submit the candidate photo and biography in a single word document. The photo must include only yourself and may not include any University or SG trademarks or logos.

The photo and bio are due by Friday, February 8th at 5:00pm.
<table>
<thead>
<tr>
<th>Sunday</th>
<th>Monday</th>
<th>Tuesday</th>
<th>Wednesday</th>
<th>Thursday</th>
<th>Friday</th>
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<td>No campaigning 6</td>
<td>No campaigning 7</td>
<td>Applications due at 4:59:59 PM.</td>
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<tr>
<td></td>
<td>12:30pm – Candidate Meeting – MSC 3709</td>
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<td>5pm – Candidate Meeting – MSC 4200</td>
<td>5pm – Candidate Meeting – MSC 4200</td>
<td>Candidate Bio &amp; Photo due 4:59:59 PM</td>
<td>No campaigning 8</td>
</tr>
<tr>
<td>No campaigning 10</td>
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<td>12</td>
<td>13</td>
<td>14</td>
<td>15</td>
<td>16</td>
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<tr>
<td></td>
<td>Campaigning begins after approved 7pm - Presidential Debate - MSC 2500</td>
<td>12pm - Meet the Candidates - MSC AMP</td>
<td>12pm - Meet the Candidates - MSC AMP</td>
<td>12pm - Meet the Candidates - MSC AMP</td>
<td>12pm - Meet the Candidates - MSC AMP</td>
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<td>7pm – Ticket Debate – MSC Ballroom</td>
<td>23</td>
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<td></td>
<td>24</td>
<td>Voting 25</td>
<td>Voting 26</td>
<td>Voting 27</td>
<td>Voting 28</td>
<td>March 1</td>
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<td></td>
<td>MSC LIB</td>
<td>MSC VILLAGE</td>
<td>MSC ENG</td>
<td>MSC EDU/ Pollo</td>
<td>12pm - Results announcement MSC 4200</td>
<td>Voting 28</td>
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</table>

**EVENTS**

**Campaigning**
Once you are cleared to campaign, you will be notified by the ERC or SGATO. You may not campaign before 2/11.

**Voting**
Voting will take place from 12 midnight on 2/25 until 11:59p.m. On 2/28 at usf.edu/sg.