



## CCSAI 2025/2026 Board of Directors Nomination Package – VICE PRESIDENT

Thank you for your interest in a position with the 2025/2026 Centennial College Student Association Inc. (CCSAI) Board of Directors. Please familiarize yourself with the job description of the position(s) available, as well as the CCSAI Bylaws. All requirements must be completed in full and received by the CCSAI by the deadline; failure to do so will result you in being ineligible to run/apply for a Board position. *Applications received past the deadline will not be accepted.*

All candidates (President, Vice-President) that have successfully completed the nomination package, and met the eligibility will be invited to an *All Candidates Meeting* that is mandatory for all candidates to attend. The Elections Coordinator and Advocacy Coordinator will review campaign procedures and answer any questions pertaining to elections during this meeting.

### ELIGIBILITY VICE-PRESIDENT

***YOU CAN ONLY APPLY FOR A VICE PRESIDENT POSITION AT THE CAMPUS YOU ARE ENROLLED***

I verify that I fulfill all eligibility requirements including but not limited to those listed below and outlined within the CCSAI Bylaws and Elections Policy:

In order to qualify to run for election and/or apply for an appointed position on the Board of Directors, excluding President, a member of the association must:

- a) Be a full-time student at Centennial College, registered in a college approved minimum number of courses related to full-time status during the day, working towards a diploma, certificate or degree.
  - i. If a student is registered with the Centre for Accessible Learning and Counselling Services (CALCS) and has full-time status they will only be required to be registered in the minimum number of courses as dictated by CALCS;
- b) Be bondable;
- c) Be 18 years of age at the time of taking office;
- d) Have attained a GPA of at least 3.00 in their most recently complete academic semester;
- e) Not be enrolled in a cooperative education/placement/internship program for a period of three (3) or more days in the week that would interfere with the board member's ability to perform their duties;
- f) If a first semester students applies for a board position, they are required to attain a GPA of 3.00 in the semester in which they start their term or, as soon as their grades are released by the College at the end of their first semester. If the candidate has not attained a GPA of at least 3.00 this would render them ineligible for a Board of Director's position. As a result, they will be placed on probation and have one (1) semester to increase their grade point average to meet eligibility outlined in Article V.
- g) Meet all criteria as outlined in the CCSAI Nomination Package;
- h) Be in good standing with the College;
- i) Be able to attend all full board meetings and other meetings as scheduled;
- j) Not to be found in violation of this by-law for at least 365 calendar days;
- k) In the case of the Vice-President, members can only apply for the campus they are enrolled in;
- l) The Vice President is required to work a minimum 15 hours a week for the length of their term during the regular business hours of the Association (Monday – Friday), and evenings and weekends as necessary. This includes, but not limited to; mandatory training sessions, internal and external meetings.

To continue to serve on the Board of Directors, excluding President, the successful candidate/applicant must:

- a) Be enrolled continuously in a Centennial College approved full time program, working towards a diploma, certificate or degree for at least two out of three semesters of the academic year in which they are serving. One of the semesters in which they must be enrolled in is the *winter* semester of their term.



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### GUIDELINES FOR OBTAINING SIGNATURES

All candidates are required to obtain signatures from students at Centennial College who are pursuing a ministry-approved program. For the Vice President position, *each nominee must acquire 50 signatures from students with a minimum of 25 signatures from their campus of enrolment* (i.e. if your program is enrolled at the Morningside Campus you must have a minimum of 25 signatures from Morningside campus students and the remaining 25 can be from any campus).

- **You may not obtain nomination signatures in any of the CCSAI spaces listed below:**
  - Progress Campus Student Centre Building
  - Ashtonbee Student Centre Room A-106
  - Morningside CCSAI Lounge Room 113
  - Story Arts Centre CCSAI Lounge Room 113
  - Downsview Room 104
  - Any College Department Office

Each nomination should include the student's first and last name printed, Student Number, Campus, and signature

- Each nomination should include the student's first and last name printed, Student Number, Campus, and signature
- Signatures will be verified by the Elections Coordinator and Advocacy Coordinator. Signatures must contain all the information above, and must be legible to be accepted. At the discretion of the Elections Coordinator, if time permits, candidates may be allowed to obtain additional signatures if some are found to be incomplete or illegible.
- *Any signatures found to be forged or do not belong to Centennial College students will be cause for elimination from the elections process.*

***It is recommended to get extra nominations in the event that some nominations are not complete (i.e. student number is incorrect or missing)***



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CONSENT TO APPLY

Please read each requirement, and initial to indicate you understand these requirements, and agree to them:

- 1) I have read and clearly understand my responsibilities as a candidate and/or applicant for a Board position with the Centennial College Student Association Inc.
- 2) I verify that I will not be enrolled in a cooperative education/placement/internship program for a period of three (3) or more days in the week that would interfere with the board member’s ability to perform their duties;
- 3) I verify that I will be enrolled in a minimum of 60% course load in at least two of three semesters. (President, one Centennial College professional development offering in at least two of three semesters).

Therefore, as a member of the Association according to By-Law 1, I submit my application for the position of:

\_\_\_\_\_  
(Position you wish apply for to, e.g. Vice President Morningside)

**PRINT ALL INFORMATION CLEARLY**

\_\_\_\_\_  
Legal First Name

\_\_\_\_\_  
Legal Last Name

\_\_\_\_\_  
Pronouns

\_\_\_\_\_  
Address

\_\_\_\_\_  
City/Town

\_\_\_\_\_  
Postal Code

\_\_\_\_\_  
Phone Number

\_\_\_\_\_  
Email

\_\_\_\_\_  
Student Number

\_\_\_\_\_  
Program

\_\_\_\_\_  
Campus

\_\_\_\_\_  
Date of Birth (mmddyy)

\_\_\_\_\_  
Signature of Nominee

\_\_\_\_\_  
Date of Signature



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*Note: You must be at least 18 years of age on the date that you take office.*

**FOR OFFICE USE ONLY**

\_\_\_\_\_  
Received – Date and Time

\_\_\_\_\_  
CEO Signature

Eligible

Ineligible

Student Advised

Email  Phone

	Student Name Please print first & last	Student #	Campus	Signature
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**CCSAI 2025/2026 Board of Directors  
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20.				

	<b>Student Name</b> Please print first & last	<b>Student #</b>	<b>Campus</b>	<b>Signature</b>
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**CCSAI 2025/2026 Board of Directors  
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	<b>Student Name</b> Please print first & last	<b>Student #</b>	<b>Campus</b>	<b>Signature</b>
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	<b>Student Name</b> Please print first & last	<b>Student #</b>	<b>Campus</b>	<b>Signature</b>
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**CCSAI 2025/2026 Board of Directors**

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	<b>Student Name</b> Please print first & last	<b>Student #</b>	<b>Campus</b>	<b>Signature</b>
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