



Associated Student Government Candidate Checklist Spring 2024

The following must be completed prior to elections:

- ☐ 2024-2025 ASG Officer Candidate Application by **12:00 PM Friday, March 29th, 2024.**
 - Candidates for President, Executive Vice President, and Student Trustee are required to submit a Letter of Recommendation written by an individual (excluding family and friends) that can speak on the candidate's leadership skills. The Letter of Recommendation must be submitted by 11:59pm on April 8, 2024. If the letter of recommendation is not submitted on time, the candidate's application will be considered incomplete and the candidate's name will NOT appear on the ballot.
- *LATE APPLICATIONS WIL NOT BE ACCEPTED UNDER ANY CIRCUMSTANCE***
- ☐ Attend a **Candidate Information Session**
 - ASG Candidate Information Sessions will occur on the following dates and times:
 - Monday, March 4, 2024, 1pm, STCN-129 (VAL) or Building 1A (CCC)
 - Tuesday, March 12, 2024, 10am, STCN-129 (VAL) or Building 1A (CCC)
 - Wednesday, March 13, 2024, 11am, STCN-129 (VAL)
 - Thursday, March 21, 2024, 3pm, STCN-129 (VAL)
 - If you are unable to attend at the scheduled times, please e-mail Ellie Wingo at asg_vpicc@canyons.edu to schedule an alternative meeting.
- ☒ Attend a **Candidate Campaign Material Review Session**
 - This session will give candidates an opportunity to have their campaign materials reviewed by the ASG Elections Committee and obtain information on how their campaign materials may be distributed.
 - The Campaign Material Review Session will occur on the following dates and times:
 - April 9, 2024, 3pm – 4pm, STCN-129 (VAL)
 - April 10, 2024, 12pm – 1pm, STCN- 129 (VAL)
 - If revisions are noted during the Campaign Material Review Session, revised materials are due by **5pm on April 15, 2024**. Email your revised campaign materials to Ellie Wingo at asg_vpicc@canyons.edu.
 - Approval on revised materials will be provided by **5pm on Wednesday, April 17, 2024.**
- ☐ It is **MANDATORY** for Candidates **AND** their campaign manager to attend **ONE** Candidate Information Session and **ONE** Campaign Material Review Session.



- If you do not have a campaign manager, you must still attend both meetings.
- Failure to fulfill mandatory session requirements will result in your name being **removed** from the ballot.
- ❑ **Candidate Meet and Greet Dates (OPTIONAL)**
 - The Elections Committee set up dates and times for eligible candidates and campaign managers to meet and greet students during campaign week. Attendance is optional. More details and guidelines regarding each event will be provided during the Campaign Material Review session.
 - April 22, 2024; 12:30pm – 2:30pm, Canyon Country Campus
 - April 23, 2024; 11:00am – 1:00pm, Valencia Campus
 - April 24, 2024; 11:00am – 1:00pm, Valencia Campus

**2024-2025 ASG Elections Online Voting:
9:00 AM April 29, 2024 – 11:59 PM May 3, 2024**

**For any questions regarding ASG Elections, please reach out to
ASG Election Committee Chair Ellie Wingo at
asg_vpicc@canyons.edu.**

**Visit www.canyons.edu/asgelections for more information and
access to Candidate Resources.**