



## Officer Nomination Package\*

**2024-2025  
President**

Federation of Students, University of Waterloo, operating  
as Waterloo Undergraduate Student Association (WUSA)

\* It is not necessary that a candidate complete this paper nomination  
package if they complete all the steps in the online nomination form.

**Received by:**

If you choose to physically drop this off at the SLC Turnkey Desk

\_\_\_\_\_  
Name

\_\_\_\_\_  
Date

# Important:

- Please read this nomination form in its entirety.
- Only **undergraduate students and members of the Corporation** are eligible to sign nomination forms.
- Fill out all parts of your nomination form.
- For those running in the WUSA General Elections, applications are due **11:59 p.m. on Monday, January 15, 2024**, on [vote.wusa.ca](https://vote.wusa.ca)\*
- A Candidate Info Session will be held on Tuesday, January 16, 2024, at 6:00 p.m. This Info Session is mandatory as essential information will be shared concerning the responsibilities attached to the role, the elections process, and the campaigning period.\*
- Candidates are responsible for familiarizing themselves with the Waterloo Undergraduate Student Association's by-laws, elections & referenda procedures, and all other applicable organizational documents.
- Candidates are encouraged to submit their information mainly through the online nomination process on [vote.wusa.ca](https://vote.wusa.ca) for inclusion in WUSA Elections promotional materials. If you choose to forgo the online process, please provide the following information in addition to this form: name, team name (if applicable), program and year, previous applicable involvement with WUSA/Waterloo (point-form), top three platform points (option to expand in section below or direct to external link/contact for full platform, but this area is to be brief point-form and not the place to expand on these points), a maximum 100 word bio/reasons why someone should vote for you, and any links to website/social/email address.\*

\*Not applicable for those running in a by-election.

# Duties as President



The President is the Chief Governing Officer of the Corporation and is responsible for leading the Board of the Waterloo Undergraduate Student Association, in accordance with the bylaws and with the support of the Vice President and the Executive Director, as needed.



The President is the official spokesperson of the Waterloo Undergraduate Student Association Board of Directors.



The President is responsible for oversight of the internal University-facing advocacy and ensures the alignment of strategic goals with the Corporation's objectives. The President is the lead of the directors who also sits on internal University-facing committees to advocate for students.



The President will encourage the evaluation of academic policies, procedures, and grading practices and encourage the formulation and implementation of policies and procedures that promote and reflect academic excellence and standards essential to the integrity of the University of Waterloo's scholastic activities.



The President is the Chair of the Board, head of student government and has other duties and responsibilities as prescribed by the Board.

The President will act as a representative to, or provide for appropriate student representation for the Corporation, in accordance with Council procedure, at:

1. Official Functions
2. Public occasions
3. The University Senate
4. The Board of Governors, and
5. Any other University Committees or decision-making bodies.

The President, in collaboration with the Vice President, is responsible for maintaining and promoting relationships with key stakeholders:

1. Undergraduate Students and their representative student groups (ex. Societies, Residence Councils)
2. University Administration
3. Other student governments (including the Graduate Student Association)

The President is responsible for:

1. Leading the creation of the Waterloo Undergraduate Student Association's Long-Range Plan
2. Providing strategic direction to, and supporting, the Board, Executive Director, and officers of the Corporation
3. Regularly reviewing of the by-laws and policies of the Corporation
4. Empowering and supervising of the Secretary of the Corporation
5. Publishing and the calling of the agenda for General Meetings
6. Enforcing compliance with the bylaws and policies.

The President will be the Chair of the Board of Directors. The Chair is responsible for presiding over all meetings, and – except as may be otherwise specified by procedure – shall be responsible for preparing the agenda for all meetings, and thus may determine which agenda items are to be conducted in confidential session. They are also responsible for ensuring the Board is given adequate training to conduct business effectively.

The President reports to the Board of Directors.

## Time Commitment:



The term of office for the President is from May 1, 2024, to April 30, 2025, and is a full-time position. The President will also be expected to attend certain events outlined in their role description that may fall outside of regular working hours, including committee meetings, serving official functions, and certain public occasions.

# Candidate Eligibility:

Candidates for Executive Officer positions must be full members of the Waterloo Undergraduate Student Association. According to the bylaws, a full membership is defined as follows:

1. Each undergraduate student currently registered at the University of Waterloo;
2. Each undergraduate student currently engaged in a co-operative work term;
3. Each person who was an undergraduate student in the previous term who has not withdrawn or graduated from the University.
4. Each Officer of the Corporation who (i) was elected as an Officer while an undergraduate student, (ii) has graduated from an undergraduate program at the University, and (iii) has yet to complete his/her/their term of office.

The President is a Director on the Board, which has the following additional requirements:

1. Must be at least 18 years of age;
2. Must not be a person who has been found under the Substitute Decisions Act, 1992 or under the Mental Health Act to be incapable of managing property;
3. Must not have been declared incapable under the laws of a Canadian province or territory, or by a court in a jurisdiction outside Canada;
4. Must not be an employee of the Corporation; and
5. Must not be an undischarged bankrupt or expect to become bankrupt during the duration of the term of office.



Nominations for Executive Officer positions require the signature of the candidate and the signature of one hundred (100) other electors.



The Chief Returning Officer, or designate thereof, with the assistance of the Executive Director, shall verify the validity of each nomination form. If a nomination is invalid, the nomination will be rejected, and the candidate will be notified. Candidates whose nominations are rejected after the end of the nomination period will have two business days to make corrections and amendments.



Candidates who have not clarified their membership status by either adding sufficient classes to their schedule or arranging their fees will not be allowed to stand in the election.

## How much does it cost to run?

Officer campaigns have a strict spending budget of \$375.00 per candidate. Campaign teams may receive a higher spending limit depending on the campaign team size. Candidates will receive a reimbursement from the Waterloo Undergraduate Student Association for up to one hundred per cent of their spending budget. Spending budgets for campaigns can be found in the [WUSA Elections and Referenda](#) document [Section 7.1]. Candidates, campaign teams, and referendum committee accruing three (3) or more demerit points will receive a reduced reimbursement. Disqualified candidates are not eligible for this subsidy.

# Consent

I, \_\_\_\_\_ give my consent to this nomination for President of the Waterloo Undergraduate Student Association.

I will be running on team \_\_\_\_\_ (if applicable).

\_\_\_\_\_  
Signature of Candidate

\_\_\_\_\_  
Faculty and Year of Study

\_\_\_\_\_  
Date

\_\_\_\_\_  
ID Number

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Local Address

\_\_\_\_\_  
Permanent Address

\_\_\_\_\_  
Local phone number

\_\_\_\_\_  
Permanent phone number

\_\_\_\_\_  
E-mail address

\_\_\_\_\_  
WatIAM

## Statement of Understanding

I understand that as an Officer, I will be expected to balance the best interests of the undergraduate student body and those of the corporation. I understand that if elected, I will be required to complete Conflict of Interest Declaration forms and follow all other responsibilities indicated in procedures, as well as the policies and bylaws of the Corporation.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

# Officer Nomination Form

We, the undersigned students of the University of Waterloo, hereby nominate \_\_\_\_\_ for the office of President of the Waterloo Undergraduate Student Association for the 2024-2025 term.

Please clearly print your full name, sign your full name, and indicate your ID Number.

Printed Name	Signature	ID Number
1. _____	_____	_____
2. _____	_____	_____
3. _____	_____	_____
4. _____	_____	_____
5. _____	_____	_____
6. _____	_____	_____
7. _____	_____	_____
8. _____	_____	_____
9. _____	_____	_____
10. _____	_____	_____
11. _____	_____	_____
12. _____	_____	_____
13. _____	_____	_____
14. _____	_____	_____
15. _____	_____	_____
16. _____	_____	_____
17. _____	_____	_____
18. _____	_____	_____
19. _____	_____	_____



Printed Name

Signature

ID Number

20.	_____	_____	_____
21.	_____	_____	_____
22.	_____	_____	_____
23.	_____	_____	_____
24.	_____	_____	_____
25.	_____	_____	_____
26.	_____	_____	_____
27.	_____	_____	_____
28.	_____	_____	_____
29.	_____	_____	_____
30.	_____	_____	_____
31.	_____	_____	_____
32.	_____	_____	_____
33.	_____	_____	_____
34.	_____	_____	_____
35.	_____	_____	_____
36.	_____	_____	_____
37.	_____	_____	_____
38.	_____	_____	_____
39.	_____	_____	_____
40.	_____	_____	_____
41.	_____	_____	_____
42.	_____	_____	_____
43.	_____	_____	_____

Printed Name

Signature

ID Number

44.	_____	_____	_____
45.	_____	_____	_____
46.	_____	_____	_____
47.	_____	_____	_____
48.	_____	_____	_____
49.	_____	_____	_____
50.	_____	_____	_____
51.	_____	_____	_____
52.	_____	_____	_____
53.	_____	_____	_____
54.	_____	_____	_____
55.	_____	_____	_____
56.	_____	_____	_____
57.	_____	_____	_____
58.	_____	_____	_____
59.	_____	_____	_____
60.	_____	_____	_____
61.	_____	_____	_____
62.	_____	_____	_____
63.	_____	_____	_____
64.	_____	_____	_____
65.	_____	_____	_____
66.	_____	_____	_____
67.	_____	_____	_____

Printed Name

Signature

ID Number

68.	_____	_____	_____
69.	_____	_____	_____
70.	_____	_____	_____
71.	_____	_____	_____
72.	_____	_____	_____
73.	_____	_____	_____
74.	_____	_____	_____
75.	_____	_____	_____
76.	_____	_____	_____
77.	_____	_____	_____
78.	_____	_____	_____
79.	_____	_____	_____
80.	_____	_____	_____
81.	_____	_____	_____
82.	_____	_____	_____
83.	_____	_____	_____
84.	_____	_____	_____
85.	_____	_____	_____
86.	_____	_____	_____
87.	_____	_____	_____
88.	_____	_____	_____
89.	_____	_____	_____
90.	_____	_____	_____
91.	_____	_____	_____

Printed Name	Signature	ID Number
92. _____	_____	_____
93. _____	_____	_____
94. _____	_____	_____
95. _____	_____	_____
96. _____	_____	_____
97. _____	_____	_____
98. _____	_____	_____
99. _____	_____	_____
100. _____	_____	_____

(President Candidates are required to receive 100 signatures)

Candidate checklist:

- I am a member of the Corporation
- Complete signatures for nomination