

## Freshmen Election Guidelines

The following is a list of guidelines that all candidates must abide by. Any obstruction of the rules presented here or in the Constitution and By-Laws of the Associated Student of the University of Nebraska-Kearney will result in having your name removed from the ballot. Please read the other handouts carefully to ensure that you are aware of all rules and guidelines.

### Application

- All candidates must fill out the approved application for Freshman Student Senator. These applications can be found in the Student Union Office, the Welcome Desk, or on the Student Government website. All candidates must have an application filled out with the needed requirements by **Wednesday, September 27, 2017**. The application is due, with all required fields by 5:00 p.m. to either the Election Commissioner, The Speaker of the Senate or Advisor Danube or Pelc.
- A candidate will run as a Freshman Class representative, **which will also serve** as an official member of Student Government.

### Eligibility

- To be eligible for election to the Senate; Senators who represent the Freshman Class shall be one who is a freshman who has completed less than (12) collegiate class credit hours, is enrolled at the University of Nebraska at Kearney, is not on academic probation, is a degree seeking student, is in good standing with the University, and is not a member of the Judicial or Executive Branches of Student Government.
- If a student has class credits coming in from high school, that is permitted.

### Campaign Material

- All campaign material that is to be distributed or displayed must be approved by the Election Commissioner **or** staff of the Election Commissioner or the Student Government Advisor. Any inappropriate or illegal posting will result in a warning to the candidate and removal of posted material.
- Candidates wishing to advertise in the Residence Halls must take their Commissioner approved material to the Office of Residential Life. Material will be dispersed by the Hall Director's of the respective halls. Copies of materials must be checked with Residence Life: This is a list of Halls that posting may occur.
  - Antelope
  - CTE
  - CTW
  - Men's
  - Randall Hall
  - URN-
  - URS-
  - Nester North-

- Nester South
- Candidates wishing to advertise in the Academic buildings must take their Commissioner approved materials to the Dean or building supervisor of the respective halls for approval.
- All candidates may place a 3'x3' banner in the atrium of the Student Union with the approval of the Election Commissioner.
- If a candidate or candidate's staff is caught taking down other candidate's campaign material, their name will be removed from the ballot.
- Campaigning may begin **Sunday, September 24, 2017** so long as your application has been turned into and approved by the Election Commissioner.
- Candidates for Student Senate may receive no more than 50 dollars in donations from a single organization or individual. No candidate for Student Senate may spend more than 100 dollars in campaign expenditures including purchased and non-purchased materials. If a candidate spends more than this, that candidate will be taken off of the ballot, or will be disqualified if this is realized after the elections
- A copy of the winning candidates' receipts for campaign materials will be required to be turned into the Election Commissioner Chief or the Student Government Advisor 24 hours after the results have been announced.

### **Candidates Staff**

- A Candidates staff is an extension of the candidate. Staff will be held to the same Election Guidelines as the candidate. If a staff member breaks the Election Guidelines as set forth by the Election Commissioner **and** the Election Commissioner's Staff, the candidate will be held responsible and punishment will depend on the offense.
- **All** staff members must be approved by the Election Commissioner or Election Commissioner's staff. A staff member is not allowed to hang, remove, or disperse campaign material until the Election Commissioner has approved that candidate.
- If an unapproved staff member is caught hanging, removing, or dispersing campaign material the candidate's name will be removed from the ballot.

### **Election Day**

- The Freshman Election will be **Wednesday, October 4, 2017** all 24 hours and **Thursday, October 5, 2017** from 12:00 a.m. to 5:00 p.m.
- Ballots will be emailed online and a polling site will be in the Student Union each day.
- All campaign material within 100 yards of polling areas must be removed by the candidates or candidate's staff by midnight October 4, 2016.

- Candidates and staff are not allowed to enter or come within 100 yards of the polling areas except to vote or eat, or in cases of work or classes. The Election Commissioner or Election Commissioner's Staff must be informed of the need to enter the Student Union for work or class no later than 2 hours prior to the occurrence.

### **Office Hours**

- **Election Commissioner Office Hours are as follows:**
  - **Tuesday TBA.**
- Our office is in the Student Government Office. This is located in Room 142 in the Student Union. You may also call Tim Danube, the Student Government Advisor, at (308) 865-8523.

**Election Commissioner**  
**Speaker of the Senate – Stephanie Paulsen**  
[paulsensm@lopers.unk.edu](mailto:paulsensm@lopers.unk.edu)  
**308-655-0840**