



**University Board of Elections:  
Candidate Information Session  
Spring 2022**

**So YOU Want to  
Run For Office?**

# Complete Eligibility Quiz or Attend an Information Session

## Candidate Eligibility Quiz

- Use link from UBE Email
- Opens on **Monday, January 17<sup>th</sup> at 10:00am**
- Closes on **Thursday, February 3<sup>rd</sup> at 4:00pm**

## Attend an Info Session

- Use link from UBE Email
- **Wednesday, January 19<sup>th</sup>, 7:00pm**
- **Sunday, January 23<sup>rd</sup>, 7:00pm**
- **Sunday, January 30<sup>th</sup>, 7:00pm**

# Complete Online Registration Form

## Step 1:

- Use link from UBE Email
- Online Candidacy Registration:
- Opens on Saturday, Feb 5<sup>th</sup> at 10:00am
- Closes on Thursday, February 10<sup>th</sup> at 4:00pm

## Step 2:

- Follow personalized link for:
- Candidate info & questionnaire
  - Photo upload
  - Open for edits until 4:00 pm on Monday, February 14<sup>th</sup>

# Registration/Nomination Form

- “Nomination” = self-nomination aka registration
- Candidate biographical information and questions
- Answers will appear on the ballot for voters
- Register from **Saturday, February 5th at 10:00 am until Thursday, February 10th at 4:00pm**

**Nomination Form**  
(Must be completed by February 14 at 5pm)

Dear Student,

Congratulations on your decision to run for an elected office at the University of Virginia!

To be eligible to run for your office, you must complete the following actions:

1. Complete the candidate registration form (below). As part of this form, you will be required to complete a questionnaire about your candidacy, upload a candidate photo, and determine if you plan to spend more than \$15 on campaign related expenses.

This candidate registration form must be completed no later than 11:59pm on Sunday, February 9th. No candidates may register after February 9th; however registered candidates will be able to adjust the answers to the online candidate questionnaire until Friday, February 14th at 5pm. (Note: campaign related expense reporting can occur after the deadline of Sunday, February 9th.)

2. Gather the required petition signatures and submit no later than Friday, February 14th to appear on the ballot. Information on petition signatures, including the required form, is available under the "Candidates" tab on [www.uvavote.com](http://www.uvavote.com).
3. Agree to abide by the Elections Rules and Regulations as outline on [www.uvavote.com](http://www.uvavote.com).

To revisit this page, please use the link in the nomination form email that was sent to you. Please check your Junk E-mail folder just in case the nomination form email got delivered there instead of your inbox.

To log out, completely exit your Web browser when you are finished.

If you have any questions, please email [ube-ohah@virginia.edu](mailto:ube-ohah@virginia.edu).

Best wishes for a successful election.

The University Board of Elections

Note: You can complete or amend data entered any time prior to the nomination close date which is Thursday 25 September 2014 18:00 EDT. To revisit this page use the link in the nomination form email that was sent to you.

Click the "SAVE" button near the end of this form as you progress to avoid loss of data.

Please input the information requested below as plain text:

First Name: \*\*

Last Name: \*\*

Cell Phone: \*\*

Address: \*\*

**School of Enrollment**

- College of Arts & Sciences (undergraduate)
- Commerce School
- Graduate Arts & Sciences
- Graduate School of Business
- Graduate School of Engineering
- Law School
- Medical School
- Nursing School
- School of Architecture
- School of Continuing and Professional Studies
- School of Education
- School of Engineering (undergraduate)
- School of Leadership and Public Policy

**Academic Classification for 2014 - 2015 Academic Year**

- Undergraduate 1st year
- Undergraduate 2nd year
- Undergraduate 3rd Year
- Undergraduate 4th year
- Undergraduate 5th year
- Graduate Student

**Agreement**

By submitting this registration information you are declaring your candidacy for election and must agree to the attestation below. Your candidacy will only be official after you submit your physical petition forms by the appropriate deadline.

<sup>1</sup> On my honor as a student, I have read and understood the Election Rules and Regulations, I hereby agree to follow these rules, will make every effort to ensure that those campaigning under my authority will read and follow these rules, and will make every effort to campaign in an ethical manner, if I or individuals working under my authority fail to follow these Election Rules and Regulations, I understand that sanctions can include (but are not limited to) charges before the University Judiciary Committee, Honor Committee, or appropriate University body.

**Biographic Questions**

**Why are you running for office? <sup>1</sup>**

You have entered 0 words with a limit of 150. Any words over the limit are not saved.

**What makes you qualified for this office? <sup>1</sup>**

You have entered 0 words with a limit of 150. Any words over the limit are not saved.

**If elected, what do you hope to accomplish? <sup>1</sup>**

You have entered 0 words with a limit of 150. Any words over the limit are not saved.

**How do you expect to accomplish your goals? <sup>1</sup>**

You have entered 0 words with a limit of 150. Any words over the limit are not saved.

**Other comments:**

You have entered 0 words with a limit of 150. Any words over the limit are not saved.

**You have not yet entered mandatory data under the following headings:**

First Name, Last Name, Cell Phone, Address. On my honor as a student, I have read and understood the Election Rules and Regulations, I hereby agree to follow these rules, will make every effort to ensure that those campaigning under my authority will read and follow these rules, and will make every effort to campaign in an ethical manner, if I or individuals working under my authority fail to follow these Election Rules and Regulations, I understand that sanctions can include (but are not limited to) charges before the University Judiciary Committee, Honor Committee, or appropriate University body. Why are you running for office?, What makes you qualified for this office?, If elected, what do you hope to accomplish?, How do you expect to accomplish your goals?

**SAVE - Important use this button as you progress and before exit**

**Withdraw my nomination**

**Image upload**

Upload an image:  No file chosen

We recommend you use jpg type images where possible as they are generally smaller and hence will load faster.

# Candidate Petitions

- ▶ Some positions require a candidate to obtain petition signatures to certify their candidacy.
- ▶ Petition signatures are only required for the following positions:
  - ▶ Student Council President, VPA, and VPO
  - ▶ Third Year President and Vice President
  - ▶ Fourth Year Trustees President and Vice President
  - ▶ Second Year President and Vice President
  - ▶ Architecture School Council President
  - ▶ College Council President
  - ▶ Commerce Council President
  - ▶ Education Council President
  - ▶ Engineering Student Council President
  - ▶ Batten Graduate Council President
  - ▶ Batten Undergraduate Council President
  - ▶ Nursing Student Council President

# Candidate Petitions

- ▷ The number of signatures needed varies depending on the position that is being contested
  - ✧ *100 for Student Council President, Vice President for Administration, and Vice President for Organizations.*
  - ✧ *25 for College of Arts and Sciences*
  - ✧ *25 for Class Councils and Trustees and School of Engineering*
  - ✧ *10 for Curry School of Education, School of Architecture, School of Nursing, McIntire School of Commerce*
  - ✧ *10 for Batten School of Leadership and Public Policy*
- ▷ UBE highly suggests that you obtain more signatures than required in order to strengthen your candidacy
- ▷ The petition signature form along with the list of positions requiring petition signatures can be found on the <https://studentelections.virginia.edu/> under the “Candidates” tab.



# Candidate Petitions

Petitions signatures totals will be submitted  
to and recorded on

<https://studentelections.virginia.edu/candidate-petition-signature-counts>

- Deadline to submit candidate petition with signatures to appear on the ballot: **Wednesday, February 23rd, @NOON**
- You do not need to have petition signatures in order to get endorsements.

# FYI

Some positions require meeting with an advisor (eg. Class Council)  
Check the position description for any rules specific to the position for which you are running.

Note: You do not need to currently be on the Honor Committee or UJC to run to be a representative.

# Class Council

All candidates for Class President or VP are required to meet with their respective advisor before beginning their campaign.

**Class of 2024 & 2025 candidates:**  
contact Julia Bartus-Dobson  
([juliabd@virginia.edu](mailto:juliabd@virginia.edu)) to set up a meeting

**Class of 2023:** contact Mary Elizabeth Luzar  
([mew8f@virginia.edu](mailto:mew8f@virginia.edu))

# Expenditure Reporting.

- All candidates regardless of expenditure amount are required to submit an Interim Campaign Expenditure Report and a Final Expenditure Report
  - Interim Campaign Expenditures are due **Wednesday, February 23rd @ NOON**
  - Final Campaign Expenditures are due **Tuesday, March 15th @ 4 PM**
- Interim Expenditure Reports must include current to date and projected expenditures - interim campaign expenditure are required to appear on the ballot (Section III.B.2.(a).4.b)
- There is no spending limit. The goal of the expense reporting is promote transparent elections
- Failure to properly report expenditures will be deemed a rule violation

# Rules and Regulations

- Read and understand the rules completely before registering
- Rules can be found on our website at <https://studentelections.virginia.edu/>
- When you register online, you must, on your Honor, attest that you understand the rules and agree to abide by them

# Rules and Regulations

- Section II: Campaigning
- Section III: Elections Procedures
- Section IV: Violations and Enforcement
- Overview of common violations
- Explanation of resolution process

# Rules and Regulations

- Alignment with University Policies
- “Individuals and organizations are subject to the University’s exterior posting and chalking policy and are encouraged to consult that policy prior to posting campaign messages or materials. See: <http://uvapolicy.virginia.edu/policy/PRM-008>”
- Key parts of the University Policy to keep in mind are:
  - ❑ Flyers are limited in size to 8.5 x 11 per the University Exterior Posting and Chalking Policy. See the Campaign Materials section of the Rules & Regulations for more information.
  - ❑ Chalking: Chalk messages must be limited to concrete, horizontal surfaces that are open to the sky, permitting messages to be washed away naturally. Chalk on brick, slate, or other non-concrete surfaces is impermissible. At no time may chalk messages be made on any building. The use of spray chalk or line chalk is strictly prohibited on any surface at any time
  - ❑ Include disclaimer on ALL materials (“Paid for by   ”)

# Rules and Regulations Resolution and Enforcement

- UBE will look to mediate/resolve any violation as determined by the Rules and Regulations or in violation of the University policies. Please review Section IV. of the Rules and Regulations to better understand the resolution process.
- University Board of Elections determines the eligibility of the candidate to appear on the ballot.
- Unresolved violations against the University policies and regulations may be reported to UJC and Honor through the University Board of Elections



# Reporting Violations:

- You are responsible for:
- Yourself
  - Those who campaign on your behalf

Email: [UBE-Rules@virginia.edu](mailto:UBE-Rules@virginia.edu)

# Endorsements

- Candidates will be given a link to sign up for interviews with endorsing organizations
- Endorsement timeline:
- **Wednesday, February 16th - Thursday, February 17th:** Sign up to interview
- **Friday, February 18th - Tuesday, February 22nd:** Interviews

# Campaigning

Friday, February 25th at 10 AM

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Friday, March 4th at 4 PM  
(when the voting period ends)

# Voting

Wednesday, March 2nd at 10 AM

-

Friday, March 4th at 4 PM

# Campaign Grants

- Tier 1 (\$150): Student Council President
- Tier 2 (\$100): Student Council VPO; Student Council VPA; College of Arts & Sciences representatives: Honor Committee, Judiciary Committee, Student Council
- Tier 3 (\$75): Arts & Sciences Council positions; Class Councils & Trustees: 2nd Year President & Vice President, 3rd Year President & Vice President, 4th Year Trustee President & VP; School of Engineering representatives: Honor Committee, Judiciary Committee, Student Council
- Tier 4 (\$50): Honor Committee non-CLAS/SEAS reps; Judiciary Committee non-CLAS/SEAS reps; Student Council non-CLAS/SEAS reps; Architecture Council positions; Commerce Council positions; Education School Council positions; Engineering Student Council positions; Nursing Council positions
- **Deadline to apply: Monday, February 14th at 11:59pm**

## Instant Runoff Voting or “Ranking”

This is for single-winner races. You may cast sequential votes. You will check each box in order of preference. Your preferred candidate should be numbered one (1); your second most preferred candidate should be numbered two (2), etc. Candidates you do not wish to endorse, leave blank.

If any candidate has a majority of the votes, they win automatically.

Otherwise, the lowest-performing candidate gets eliminated and their votes are re-allocated to their next preference. This process repeats until a single candidate has a majority of the vote

## **First Past the Post or “Select Candidates”**

**This is for multiple-winner races. You are not ranking candidates in this case; you are selecting one candidate for each open seat.**

**The number of open seats will vary depending on the position, which is indicated just below the name of the position on the ballot.**

## Candidate Resources on [studentelections.virginia.edu](http://studentelections.virginia.edu)

- ▶ Elections Calendar
- ▶ Rules and Regulations
- ▶ Candidate Info Packet
- ▶ Info Session PowerPoint
- ▶ Positions & Descriptions
- ▶ Petition Form
- ▶ Expenditure Reports
- ▶ Campaign Grant Application



# Questions?

- ▶ Just ask!
- ▶ For more information, visit our website at <https://studentelections.virginia.edu/>
- ▶ Or email [ube-admin@virginia.edu](mailto:ube-admin@virginia.edu)
- ▶ Thanks for coming!