



Election 2025 Guideline

Election 2025 General Timeline

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| 1. Nomination Period: | January 30 – February 6 |
| 2. Campaigning Period: | February 7 - March 7 |
| 3. Voting Period: | March 10 – 24 |
| 4. Results Announced: | March 27 |

Please note: **all deadline times are in Eastern Standard Time (EST).**

Nomination Period: January 30 – February 6

The deadline to submit a candidate nomination form is on or before **February 6, 2025 @ 11:59 PM (EST)**. If you do not submit a candidate nomination form on or before the deadline, you cannot be a candidate for election.

Digitally completed forms must be submitted to: elections@cupe3913.on.ca on or before the above stated deadline.

Manually completed forms can be submitted to:

- via PDF App (e.g. Adobe Scan) submitted to elections@cupe3913.on.ca on or before the above stated deadline.
- The CUPE 3913 office (25 University Avenue East, first floor). Please contact Scott at president@cupe3913.on.ca to make a drop-off appointment on or before the above stated deadline.

If a position is not contested (i.e., only one (1) candidate is running), that position will be **automatically acclaimed** on February 7.



Nomination Forms

You may only choose one (1) position to run for. Forms with more than one chosen position will be sent back to the member to correct and resubmit on or before the deadline.

The candidate and nominator information must be completed in full and signed in both digital and manual forms where indicated.

Candidates need two (2) nominators who are currently within their political membership (i.e., have had a work assignment in the past four (4) semesters) to digitally or manually complete the required information in full and sign where indicated.

As stated above, if the completed form is not submitted on or before the deadline, the candidate will not be eligible to run for election.

The nomination form has been uploaded to the CUPE 3913 website (cupe3913.on.ca). Members can also request a form from the Elections Officer by contacting them at elections@cupe3913.on.ca.

Forms that are incomplete or improperly filled before the deadline will be returned to the candidate to complete and resubmit. If the corrected form is not submitted on or before the deadline, the candidate will not be eligible to run in the election.

Eligibility

Candidates must be within their political membership with the Union at the time of nomination (i.e. they must have had a work assignment within the last four (4) semesters (i.e. W24 and later).

Candidates must also be able to maintain their political membership with the Union over the course of the 2025 - 2026 academic year (i.e. they must be guaranteed to have at least one (1) work assignment over the next four (4) semesters, to at least W26).

Candidates must be **Members in Good Standing (MGS)**. If they are not, they must complete the MGS form along with their Election Nomination Form to be eligible as a candidate. If they do not submit a completed MGS form on or before on or before February 6, 2025 @ 11:59 PM (EST), they will not be eligible to run in the election.

MGS form QR code:





Campaigning Period: February 7 - March 7

If a position is contested - i.e., if two (2) or more candidates are running for a given position - those nominees may 'campaign' for the position for which they are running.

'Campaigning' is defined as a candidate advocating for themselves for the position they are running for. This does not include discrimination and harassment against those running against them.

Campaign Material

Candidates may provide campaign material to display at Union tabling in the UC on March 12. The deadline to submit campaign material is **March 5 @ 11:59 PM (EST)**. Campaign material should be submitted to election@cupe3913.on.ca.

Campaign Statement

A candidate may submit a 250-word statement to the Elections Officer at elections@cupe3913.on.ca to be posted on the CUPE 3913 website. The deadline for this is on or before **February 20, 2025, at 11:59 PM (EST)**. Please be advised that any errors in spelling, grammar, or syntax will be corrected before posting. Content will not be subject to editing.

Candidate statements will also be added to the election website unless the candidate informs the union on or before **February 24, 2025, at 11:59 PM (EST)** that they do not wish it to be added. (It is advised that candidates inform the Elections Officer that they do not want their statement added to the election website at the time of submitting their statement.)



If a candidate does not submit a statement to elections@cupe3913.on.ca on or before **February 20, 2025, at 11:59 PM (EST)**, they will not (a) be permitted to submit a statement to be uploaded to the CUPE 3913 website, or (b) to the election website.

Any candidate submitting a statement of more than 250 words will be asked to resubmit to conform to the word limit. If they do not do so on or before the above stated deadline, their statement will not be accepted.

Voting Period: March 10 - March 24

Online voting will begin on **March 10 at 12:01 AM (EST)** and will end on **March 24 at 11:59 PM (EST)**.

Eligible voters* will receive an email on the first day of the election with a unique numerical code for voting.

Only Members in Good Standing may vote. Members may sign up on or before **March 3, 2025, at 11:59 PM (EST)**.

Results Announced: March 27

The results of the election will be announced at the Spring Membership Meeting on **March 27, 2025**, as well as via social media, email blast, and on the CUPE 3913 Website.

*See "Eligibility", page 3.