



Qualifications for Candidacy for an Elected Office

A. Qualifications for Candidacy for an Elected Office

1. Academic Criteria

- a. All students running for elected office must meet the academic qualifications set by the California State University Office of the Chancellor and in adherence to ASI policies to hold office.
- b. A student must be regularly matriculated to the University, not through the College of Extended Learning, and currently attending classes at CSUSB.

2. Semester Units

- a. Undergraduate candidates for office:
 - i. Must be currently enrolled on campus and have completed at least one semester prior to an election.
 - ii. Earn a minimum of 6 semester units during that election year
 - iii. Undergraduate students are allowed to earn a maximum of 150 semester units required for a specific baccalaureate degree objective, whichever is greater.
 - iv. Students holding over that number of units will no longer be eligible for ASI office. This requirement applies to candidates for ASI office and incumbent office holders.
- b. Graduate and Credential candidates for office:
 - i. Must be currently enrolled on the campus and have completed at least one semester prior to an election.
 - ii. Graduate and Credential students must be currently enrolled on the campus in a minimum of 3 semester units per term to be eligible.
 - iii. Graduate and Credential students are allowed to earn a maximum of 50 semester units required for the graduate or credential objective, whichever is greater.
 - iv. Students holding over that number of units will no longer be eligible for ASI office. This requirement applies to candidates for ASI office and incumbent office holders.

3. Grade Point Average (GPA)

- a. Undergraduate candidates for office:
 - i. Undergraduate candidates for office must maintain a minimum of 2.75

- GPA in cumulative work as well as the semester prior to an election.
 - ii. In order to assume office, Undergraduate candidates must have achieved a 2.75 GPA during the semester in which they were elected.
 - iii. Candidates must be clear of any probation including academic and disciplinary cases for one semester prior to running for elected office.
- b. Graduate and Credential candidates for office:
 - i. Graduate and Credential candidates for office must maintain a minimum of 3.0 GPA in cumulative work as well as the semester prior to an election.
 - ii. In order to assume office, Graduate and Credential candidates must have achieved a 3.0 GPA during the semester in which they were elected.
 - iii. Candidates must be clear of any probation including academic and disciplinary cases for one semester prior to running for elected office.

4. *Student Conduct Criteria*

- a. Neither candidates nor incumbents may be on disciplinary probation.
- b. Candidates running for an elected office must be in good standing with the University with no current or pending disciplinary action with Student Conduct and Ethical Development or the Department of Housing and Residential Education.

B. Requirements for Candidacy for an Elected Office

1. *Positions Available and Term Limits*

- a. The following positions shall be elected in the general election by the student body.
 - i. One (1) ASI President
 - ii. One (1) ASI Executive Vice President
 - iii. One (1) ASI Vice President of Finance
 - iv. One (1) ASI Vice President of Palm Desert Campus
 - v. Five (5) Directors from each of the academic colleges
 - vi. One (1) Director representing Graduate Students
 - vii. One (1) Director representing Student Athletes
 - viii. One (1) Director representing Housing Students
 - ix. One (1) Director representing International Students
 - x. One (1) Director representing Students with Disabilities
 - xi. One (1) Director representing Clubs and Organizations
 - xii. Two (2) Directors representing Students at Large
- b. Each elected officer (President and Vice Presidents) may not hold an individual executive office for more than two (2) terms, whether those two terms are consecutive or non-consecutive terms, within a six-year period after the initial point of matriculation.

- c. Each elected student director may not hold individual office for more than two (2) terms whether those two terms are consecutive or non-consecutive terms, within a six-year period after the initial point of matriculation.

2. *Student Director (BoD Representative) Requirements*

- a. All BoD candidates must be a member of the college or major for the office which they are running; or must have filed a change of major with the Office of the Registrar by application deadline.
- b. The Athletics BoD candidates must be a former or current CSUSB student athlete.
- c. The Graduate Student BoD candidates must be enrolled in a graduate program.
- d. The Housing Student BoD candidates must be residents in good standing under the Department of Housing and Residential Education. If at any time the student no longer resides within the Department of Housing and Residential Education, then that student shall have involuntarily resigned their position and the vacancy must be filled in accordance with the vacancy procedures of the ASI Bylaws.
- e. The Students with Disabilities BoD candidates must be registered with the office of Services to Students with Disabilities (SSD).
- f. The Club and Organization BoD candidates must be part of a club or organization on campus that is chartered through the Office of Student Leadership & Engagement (OSLE).
- g. The International Student BoD candidates must be an international student enrolled through the College of Extended and Global Education.
- h. Student-at-large BoD candidates may be any regularly matriculated student.

3. *Petition for Elected Office (Application)*

- a. Candidates for offices shall be members of the Associated Students, Inc. as defined in Article I, Section 1 of the ASI Bylaws at the California State University, San Bernardino.
- b. No member of the Associated Students, Inc. can be a candidate for more than one office. In order to run for office and be placed on the ballot, students must submit an "Application for Elected Positions with ASI" with the following completed forms/acknowledgements to the office of Associated Students, Incorporated:
 - i. Candidate Application.
 - ii. "Statement of Declaration" agreeing to all the responsibilities for their respective office as outlined in Article III and Article IV of

- the ASI Bylaws.
- iii. "Candidate Statement" of no more than 150 words that will be used as ballot information and on the ASI webpage.
- iv. Elections Policy Acknowledgement Form agreeing to the regulations set forth on this policy and to a fair election.

4. Mandatory Candidate Orientation

- a. All candidates are required to attend a mandatory candidate orientation meeting. Failure to attend will result in the disqualification of the candidate to run for office and from the ballot. Exceptions (class schedule, medical or other emergencies) can be made by the Elections Committee.
- b. The Elections Committee Chair along with the advisors to the Elections Committee will present candidates with an overview of the elections process including:
 - i. Current ASI Elections Policy
 - ii. The ASI Bylaws
 - iii. Current ASI minimum academic requirements
 - iv. Overview of Campaign Regulations
 - v. Overview of Conduct and Violation Procedures
 - vi. Overview of Expense Forms
 - vii. Online voting information including rules on candidate statements and timelines on the results reveal.

5. Verification to Hold Office (Certification of Results)

- a. Before a candidate can hold office, the academic and disciplinary criteria will be verified.
- b. If the candidate does not meet the criteria outlined within this policy (including Spring Semester academic requirements) or has violated this policy, then the runner-up (provide all the criteria are met by this candidate) will be announced the winner up until the end of the academic year following that election. Vacancies after an election shall be filled in accordance with the succession plan in the ASI Bylaws.