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SGA Officer Application

Student Information

Last Name		MI	First Name		Date	
Street Address						
City					State	Zip
Phone (Home)	Phone (Work)		Phone (Cell)	Email		
Curriculum Program					Hours Enrolled	

Membership in other Campus Clubs/Organizations: _____

SGA Office intending to run for: _____

Three (3) References (Cleveland faculty or staff)	
Name	Title
Name	Title
Name	Title

Why do you want to hold an office in the SGA and what experiences and ideas will allow you to be an effective leader in the SGA?

Please list below times that you would not be able to attend SGA functions due to school, work, or personal obligations.

I _____, do hereby pledge to follow the Constitution, Bylaws, and guidelines of the CCC SGA and will represent the College in a positive manner. I further understand that by signing this application, I give the College the authority and permission to release any and all information necessary to maintain my Officer status to the CCC SGA Executive Council. I have read the SGA Constitution and Bylaws.

Student Signature	Date
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Please complete this application and return to the Student Activities Office (Room 2097) located on the second floor of the Jack Hunt Building or to Student Services by March 31. Questions? Contact Wanda Lawrence at lawrence@clevelandcc.edu

OFFICE USE ONLY

Received By:	Date:
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Please review the SGA Officer Requirements and Duties below. For a complete list of Officer Requirements and duties please refer to the SGA Constitution and Bylaws.

Officer Requirements

- Officers shall exhibit a true interest in the welfare of the Student Body.
- Applicants for the office of President must have prior experience as an SGA officer, senator, or committee member. Relevant high school or other college SGA experience may be considered as prior experience as determined by the Executive Council and the SGA advisor.
- Officers must not have been convicted of a violation of any law, with the exception of minor traffic violations.
- All officers must maintain a 2.5 cumulative grade point average. The SGA Advisor will closely monitor officers' GPAs and participation.
- Any officer running for re-election will need the approval of the SGA Advisor and the Vice President of Student Services.
- Officers shall not hold office in other campus service organizations.
- Officers must be enrolled in at least six semester hours during both the Fall Semester and the Spring Semester.

Officer Duties

- Officers shall uphold the Student Services mission and program goals.
- Officers shall attend all meetings of the Executive Committee, all regularly scheduled SGA meetings, and all SGA-sponsored activities, events, and conferences unless an absence is excused by the SGA President and SGA Advisor prior to the event.
- Officers shall perform other duties as needed to maintain an active and effective SGA.
- Officers are allowed up to two (2) absences per semester for all meetings, conferences, and SGA-sponsored events.
- Officers shall uphold all Student Responsibilities as stated in the College Policies and Procedures Manual. Failure to comply with Student Responsibilities will result in an official sanction.
- Officers shall carry out all responsibilities as stated in the CCC SGA Constitution and Bylaws.

Officer Application and Election Process

- Interested candidates must complete the attached SGA Officer Application and submit by the March 31 deadline.
- Candidates are responsible for creating campaign flyers, no larger than 8.5 x 11 size, that include a picture of the candidate and the office for which they are running. Twelve (12) copies of the flyer must be submitted to the SGA Advisor by March 31 for placement on campus bulletin boards.
- Officers will be selected by a majority vote of the student body during the spring semester in April.
- The term of Officer will be for one year, beginning in the summer term and concluding after the following Spring Semester.
- Officers must apply for and be re-elected for appointment each year.