



**Ball State University  
Student Government Association  
Spring 2025 Elections Packet**

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# Letter to Prospective Candidates

This elections packet will contain the documents and information that will be necessary to your campaigns for a position in Student Government. The packet contains documents that will be relevant to both prospective Senators as well as Executive Slaters.

The elections are set to take place in Spring of 2025. If there are any questions about what current seats are available, please contact [bmstallings@bsu.edu](mailto:bmstallings@bsu.edu).

To qualify for an Executive Board campaign, each prospective candidate applying must have completed three (3) semesters of classes *on* Ball State University's Campus. Summer sessions, study-abroad sessions, transfer credits, and credits earned through online courses therefore do not count towards a student's three semesters on Ball State campus. In addition to that, prospective executive members must hold a **2.8** cumulative grade point average, prospective senatorial candidates must hold a **2.5** cumulative grade point average, and both prospective executive and senatorial candidates *must have a full-time status at time of nomination*. Candidates may be nominated by any student of Ball State University, with the exception that candidates are not permitted to self-nominate. For further clarification of eligibility please refer to Chapter 3 of the Elections Code.

Included in this packet are several forms, it should be noted that these forms are time-sensitive and must be complete and submitted by the due dates listed. The following forms are included within this packet:

- Letter from the Elections Commissioner
- Elections Schedule
- Candidate Checklist and Receipt
- Nomination Forms for Senators and Executive Boards
- Candidate Campaign Forms and Transcript Release Forms
- Campaign Information Form
- Ballot Form
- Deposit Payment Form and Receipt
- Campaign Expenditure Form

It should be noted that in the past there has been a nomination petition requirement. Beginning this year that will no longer be the case and will no longer serve as a barrier to entry. Candidates are only required to meet the academic and form qualifications as well as being nominated.

It is heavily encouraged that these forms are reviewed early on, so that potential questions may be answered in a timely manner should they arise. In addition to these forms, the Elections Code will be a critical source of information for any prospective candidates. It is heavily encouraged that prospective candidates familiarize themselves with the Elections Code before as well as during their campaigns.

The most recent version of the Election Code can be found as a hard copy in the Office of Student Life in the Student Center Room 133, as well as a digital copy at the following link.

<https://www.bsu.edu/campuslife/student-life/student-government-association>

For those who are considering an executive slate campaign, it should be noted that *a deposit payment of \$100.00 is required*. This deposit payment is accepted in the form of a check or money order only. The deposit payment and all completed application forms are due by **4 pm on January 31st, 2025** to the Office of Student Life in Student Center, Room 133. You are also required to submit a link to your party's webpage and/or social media the Office of Student Life at [studentlife@bsu.edu](mailto:studentlife@bsu.edu). This information will be utilized for the purpose of online voting.

Should any questions arise, please feel free to contact me, Brooke Stallings, at [bmstallings@bsu.edu](mailto:bmstallings@bsu.edu).

Best of luck!

Sincerely,

**Brooke Stallings**

*Elections Commissioner*

## Elections Schedule

<b>Event</b>	<b>Date</b>	<b>Time</b>	<b>Location</b>
Elections Packet Available	1/15/2025	12:00PM	SGA Front Desk (SC 112)
Nomination Convention	1/29/2025	5:30PM	Student Center Room 301
<i>Open campaigning begins immediately following Nomination Convention</i>			
Nomination Application Due	1/31/2025	4:00 PM	SGA Front Desk (SC 112)
Introduction of the Tickets Debate	2/5/2025	5:30PM	Arts & Journalism Room 175
Late Nominations Due	2/7/2025	4:00 PM	SGA Front Desk (SC 112)
Presidential Debate	2/11/2025	5:30PM	Teachers College Room 120
Vice Presidential Debate	2/13/2025	5:30PM	Teachers College Room 120
Voting Polls Open	2/17/2025	8:00 AM	Online
Voting Polls Close	2/18/2025	5:00 PM	Online
Winners Announced	2/18/2025	5:05 PM	Phone Call
Expenditure Forms Due	2/25/2025	4:00 PM	SGA Front Desk (SC 112)
Inauguration	4/16/2025	3:15 PM	Cardinal Hall B

Please note that Candidates and Campaign Managers will be notified when deposit payments are available for pick up.

All times, locations, and dates are subject to change, should any changes take place the slates shall be notified. Should you have any questions about the schedule please contact the Elections Board.

# CANDIDATE CHECK LIST

I/We, \_\_\_\_\_, certify that I/we have turned in all the following materials:

- \_\_\_\_\_ Nomination Form
- \_\_\_\_\_ Deposit Payment Form
- \_\_\_\_\_ Check for \$ \_\_\_\_\_ made out to Student Government Association
- \_\_\_\_\_ Candidate Campaign Form(s)
- \_\_\_\_\_ Campaign Information Form
- \_\_\_\_\_ Ticket picture and web information emailed to [anhaworth@bsu.edu](mailto:anhaworth@bsu.edu)

all of which are completed fully and truthfully.

\_\_\_\_\_  
Signature of Candidate

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Candidate

\_\_\_\_\_  
Date

# RECEIPT OF CANDIDATE CHECK LIST

All forms are filled out and completed in their entirety.

\_\_\_\_\_  
Name of Candidate

\_\_\_\_\_  
Signature of Recipient

\_\_\_\_\_  
Position on Elections Board

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Recipient

\_\_\_\_\_  
Position on Elections Board

\_\_\_\_\_  
Date





# CANDIDATE CAMPAIGN FORM

*(To be completed by each candidate and submitted to Mikaela Purpura in the Office of Student Life.)*

I, \_\_\_\_\_, hereby announce my intent to run for the office of President. I agree to abide by the rules outlined in the Student Government Association Elections Code, the Candidate Information Letter, and any subsequent rulings laid down by the Elections Board as mandated by the Elections Code. I also understand that I may, upon any violation of these rules, be subject to a reprimand, fine, or disqualification of my candidacy.

\_\_\_\_\_

Name of Candidate

\_\_\_\_\_

Date

\_\_\_\_\_

Signature of Candidate

\_\_\_\_\_

Ball State ID Number

\_\_\_\_\_

Major

\_\_\_\_\_

Email Address

\_\_\_\_\_

Phone Number

\_\_\_\_\_

Signature of OSL Staff Member Recipient

\_\_\_\_\_

Date

# CANDIDATE CAMPAIGN FORM

*(To be completed by each candidate and submitted to Mikaela Purpura in the Office of Student Life.)*

I, \_\_\_\_\_, hereby announce my intent to run for the office of Vice President. I agree to abide by the rules outlined in the Student Government Association Elections Code, the Candidate Information Letter, and any subsequent rulings laid down by the Elections Board as mandated by the Elections Code. I also understand that I may, upon any violation of these rules, be subject to a reprimand, fine, or disqualification of my candidacy.

\_\_\_\_\_  
Signature of Candidate

\_\_\_\_\_  
Date

\_\_\_\_\_  
Ball State ID Number

\_\_\_\_\_  
Major

\_\_\_\_\_  
Signature of Candidate

\_\_\_\_\_  
Email Address

\_\_\_\_\_  
Phone Number

\_\_\_\_\_  
Signature of OSL Staff Member Recipient

\_\_\_\_\_  
Date

## **TRANSCRIPT RELEASE**

*(To be completed by each candidate and submitted within three days of receipt of the Election Packet)*

I, \_\_\_\_\_, hereby authorize my transcript to be released to the Student Government Association for the purposes of verification of my eligibility for candidacy in the Student Government Association by the Elections Board. I further understand that, if elected, the Student Government Association may verify that I meet the requirements of my office during my term.

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# CAMPAIGN INFORMATION FORM

*(To be submitted at the Nomination Convention)*

I hereby appoint \_\_\_\_\_ as my/our Campaign Manager and/or  
\_\_\_\_\_ as my/our Campaign Treasurer. I understand that my Campaign  
Manager and Treasurer will be contacted by the Elections Board on matters pertaining strictly to their  
positions. I further understand that I will be responsible for their violations of the Elections Code.

\_\_\_\_\_  
Name of Candidate (please print)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Candidate

# BALLOT FORM

I wish to have my/our name(s) appear on the ballot as follows:

\_\_\_\_\_  
Name of Presidential Candidate

\_\_\_\_\_  
Name of Vice-Presidential  
Candidate

\_\_\_\_\_  
Signature of Presidential Candidate

\_\_\_\_\_  
Date

# DEPOSIT PAYMENT FORM

*(To be completed by a slate candidate and submitted with \$100 deposit payment by February 3 at 4 p.m. in the Office of Student Life)*

I, \_\_\_\_\_, as a candidate for the office of \_\_\_\_\_, do understand this deposit will be held against possible violations of the Student Government Elections Code. I further understand that this deposit will be forfeited in part or whole if I am found responsible by the Elections Board of such violations. If this deposit is forfeited in whole, I understand that any further fines will be deducted from my expenditure limit. I am also entitled to appeal any findings of the Elections Board to the Judicial Court. If I do not violate the Elections Code, my deposit will be returned in whole within one week after the election.

Deposit is payable only as a money order or personal check, made payable to the Student Government Association.

\_\_\_\_\_  
Signature of Candidate

\_\_\_\_\_  
Date

\_\_\_\_\_  
Check/Money Order Number

# RECEIPT OF DEPOSIT PAYMENT

\_\_\_\_\_ has filed a deposit on behalf of the candidates \_\_\_\_\_ in the amount of \$100 in accordance with the Student Government Elections Code.

\_\_\_\_\_  
Check/Money Order Number

\_\_\_\_\_  
Signature of Recipient

\_\_\_\_\_  
Date

(To be completed and submitted by 5 p.m. the day preceding the opening of the polls)

Receipts must be attached for all items purchased for the campaign. Items donated should be listed with the retail value and include the name and phone number of the person making the donation. Photocopies of receipts are acceptable. The back of this form may be used if more space is necessary.

Slate campaign expenditures *shall not exceed* more than \$1,000. If that amount is exceeded, the slate will be taken out of the election. Senator campaign expenditures *shall not exceed* more than \$250, if that amount is exceeded, the senator will be taken out of the election.

## **PURCHASED ITEMS**

<b>DATE</b>	<b>ITEM PURCHASED</b>	<b>COST</b>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

**TOTAL COST:** \_\_\_\_\_

## **DONATED ITEMS**

<b>DATE</b>	<b>ITEM DONATED, NAME AND PHONE NUMBER</b>	<b>VALUE</b>
_____	_____	_____
_____	_____	_____
_____	_____	_____

**TOTAL VALUE:** \_\_\_\_\_

**TOTAL EXPENDITURES:** \_\_\_\_\_

I certify that this expenditure report is an accurate representation of all purchases and donations used for my campaign. I further understand that if a discrepancy is found in this report, I may be disqualified, even if I win the election.

\_\_\_\_\_  
Name of Candidate (please print)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Phone Number

\_\_\_\_\_  
Signature of Candidate