



# GHANA ASSOCIATION OF UNIVERSITY ADMINISTRATORS

## EXECUTIVE NOMINATION FORM

Use this form to submit the name of a candidate for one of the executive positions to be voted on. The positions are, **President, Vice-President, Secretary, Assistant Secretary, Treasurer** and **Campus Representative**. Kumasi and Mampong Campuses will only vote for a representative each for their Campuses.

A separate nomination form should be filled for each nomination and sent to the University Relations Office of the Campus.

**NB:** Each prospective executive must have their nominations supported by **three eligible members** of GAUA.

### INSTRUCTIONS

- » A candidate contesting the election shall be a confirmed member and must have served at least two years in the University.
- » A member shall not nominate him/herself for any position.
- » A nomination form shall be rendered invalid if nomination is not done by an eligible voting member.
- » A member shall be deemed eligible to vote if he /she has been a dues-paying member of GAUA for at least two months, including the month of November, 2019.
- » A nomination form shall be rendered invalid if it does not show the names of the nominee and his/her 3 nominators /seconders.
- » A nomination form shall be rendered invalid if a person is nominated for more than one position.
- » A nomination form shall be rendered invalid if a nominee does not accept to contest for the post he/she is nominated for.
- » All nominations must reach the Publications Unit NOT LATER THAN 4:30pm on 5th December, 2019.
- » By appending your signature, you declare that every information provided on this form is correct to the best of your knowledge and that you agree to be held liable for any misrepresentation detected.

### PARTICULARS OF NOMINEE

**Name:** .....

**Dept.:** .....

**Staff ID:** .....

**Phone No.:** .....

**Email:** .....

**Date of Current Appointment:** .....

**Date of Confirmation (Year):** .....

**Position Vying for:** .....

### NOMINATORS' DETAILS

#### 1ST

**Name:** .....

**Dept.:** .....

**Staff ID:** .....

**Date of Confirmation (Year):** .....

**Signature:** .....

#### 2ND

**Name:** .....

**Dept.:** .....

**Staff ID:** .....

**Date of Confirmation (Year):** .....

**Signature:** .....

#### 3RD

**Name:** .....

**Dept.:** .....

**Staff ID:** .....

**Date of Confirmation (Year):** .....

**Signature:** .....

**Declaration by Nominee:** I certify that I have read and understood all documents pertaining to the position I am vying for, and would submit to all rules and regulations governing it.

**Signature of Nominee:**.....

**Date:**.....