



**SGA REQUIREMENTS AND
EXPECTATIONS 2019-2020
(Appointed and Elected Positions)**

Requirements for SGA Applicants at Trenholm State Community College according to the TSCC SGA Constitution. A person desiring to run for an SGA elected office shall file an application with Students Services as a step in becoming eligible for candidacy. After meeting all the requirements stated in the SGA Constitution and below the person shall officially become eligible for candidacy by official notification by the Office of the Dean of Students; after which, can campaign for an elected position or interview for an appointed position.

Composition of SGA and Candidacy Requirements

There shall be three (3) elected members of SGA and (5) appointed members as follows:

- Three (3) elected officers a president, a vice-president, a treasurer.
- Five (5) appointed officers – a chief of staff (executive secretary), an information officer, a college reporter, a parliamentarian, a student leadership chairman,

QUALIFICATIONS FOR CANDIDACY

Academic Requirements for SGA Positions (Elected and Appointed Positions)

- _____ *Full time Student*
- _____ *Must be enrolled in Associate Degree Program*
- _____ *Completed a full semester at Trenholm State Community College with a minimum of 12 hours completed.*
- _____ *3.0 Cumulative Grade Point Average (student must maintain a 3.0 cumulative average during the term of office)*
- _____ *Student must have entered the sophomore year for the for the term which they are campaigning*
- _____ *Good standing (No disciplinary or academic probation record)*

Application Packet Submission Requirements (Elected and Appointed Positions)

- _____ *SGA Application must be submitted to the Student Services Division*
- _____ *Complete an Academic Standing Verification Form*
- _____ *Submit 3 letters of recommendations (two letters from instructors, one letter from someone in the community).*
- _____ *Four (4) candidate photos: Business Attire, Evening Attire, Casual Attire, Semi-formal Attire. (Submitted via email to vallen@trenholmstate.edu from student email accounts only) . I will respond to all received submissions. If I do not respond within 1 business day – I have not received your submission.*
- _____ *Bio Sheet (in outline or resume style) completed and enclosed*
- _____ *Applicant must have a campus sponsor who agrees to be present at all activity sponsored events by the candidate.*

Candidacy/Campaigning Requirements

- _____ *Official Candidate Contract signed and returned after being approved for candidacy by Dean of Students*
- _____ *Candidates must at all times represent the ideals of a good citizen and inherent the missions of the college.*
- _____ *Candidates must follow regulations stipulated in campaign rules in their packet.*
- _____ *After becoming eligible for candidacy a candidate shall be responsible for obtaining a thorough knowledge of all election regulations. Ignorance of such regulations shall be no excuse for any breach or violation thereof.*

Please do not submit packet with checking all items listed. Should you have any questions, please contact Ms. Valerie Allen-Porterfield, for more information 334-420-4464 or vallen@trenholmstate.edu.

**SPRING 2019
STUDENT GOVERNMENT ASSOCIATION
(SGA) APPLICATION**

Official term in office to begin FALL 2019
Participation in SUMMER 2019 Leadership Training
Mandatory



Trenholm State
COMMUNITY COLLEGE

Students Services Division
334-241-4100

*SGA Position
of Interest:* _____

(Please print or type both sides using black ink only)

NAME: _____ ID#: _____

ADDRESS: _____

The above address will be used for our official mailings. Please feel free to include another address if necessary.

PHONE#: _____ CELL#: _____ BIRTH DATE: _____

EMAIL ADDRESS: _____

EMERGENCY CONTACT: _____ PHONE# _____

PARENT NAME(S): _____

Education:

PROGRAM OF STUDY: _____

CURRENT CLASSIFICATION _____

EXPECTED GRAD. DATE _____

I attest that the above information is true and correct, and that proof thereof can be produced upon submission of this application. I have met all of the requirements stated in the Trenholm State Community College SGA Constitution and will abide by the rules and regulations set forth by the Trenholm State Community College Student Handbook and Student Code of Conduct.

Candidates Printed Name: _____

Candidates Signature: _____ Date: _____

SPONSOR AUTHORIZATION

SPONSORS NAME: _____

SPONSOR'S ADDRESS: _____

SPONSOR'S NUMBER(S) _____

I agree to sponsor to above mentioned candidate and agree to be present at all activities sponsored by this candidate. I also agree to read and approve documents and attire required for this contest.

Sponsor's Signature: _____ Date: _____

FALL 2019-2020
STUDENT LEADERSHIP
Academic Verification Form



Students Services Division
334-241-4100

*Position of
Interest:* _____

NAME: _____ ID#: _____

1. This document verifies that the above mentioned student has a institutional cumulative grade point average of _____.
2. This document verifies that the above mentioned student is currently classified as a _____ and has completed one full semester at Trenholm State Community College.
3. This document verifies that the above mentioned student has completed 12 or more credit hours at Trenholm State Community College. _____ YES _____ NO
4. This document verifies that the above mentioned student is enrolled in an associate degree seeking program. _____ YES _____ NO

Signature of Applicant

Date

(To be verified by the Office of Records and Registration)

Signature of Verifier

Date

