



NOMINATION FORM

Annual General Meeting - June 28, 2025
Centennial College Alumni Association ("CCAA")

The CCAA in accordance with its bylaws hosts an open election for the following positions this year:

- Vice-President Internal
- Vice-President External
- Director of Strategic Partnerships and Development
- Director of Marketing and Communications
- Director at Large (2 positions)

Individuals meeting the required criteria (see position descriptions in CCAA Bylaws) may be nominated for the above positions up until the deadline. This represents a nomination from within the board and will supersede nominations from the floor. All nominations received for the CCAA Recruitment/Nominating Committee must be completed in full. I, the undersigned, wish to be nominated for the position(s) of:

- ☐ **Vice-President Internal**
- ☐ **Vice-President External**
- ☐ **Director of Strategic Partnerships and Development**
- ☐ **Director of Marketing and Communications**
- ☐ **Director At Large (x2)**

NOMINEE INFORMATION:

Nominee

(print): _____

Complete Address of Nominee: _____

City: _____ Province: _____ Postal Code: _____

Year of Graduation: _____

Program Graduated From: _____

Phone (Cell) Number: _____

E-mail: _____

List of All Years Served on the CCAA Board of Directors and Position(s) Held (if any)

*Please specify each period of service by indicating the start and end years of each term and the corresponding position held, if applicable (e.g., Director-at-Large "2022–2024" and/or President "1996–1997").**

*All terms of service must be fully disclosed. This includes every period during which the nominee served on the CCAA Board of Directors, regardless of whether the term was completed in full or not. Disclosure is required for all instances, including but not limited to: voluntary resignation, removal by the Board or membership, suspension, or any other reason that resulted in the nominee being unable or unwilling to complete any portion of a term.

QUALIFICATION STATEMENTS:

- ☐ I am eighteen (18) years of age or older
- ☐ I have the power under law to contract
- ☐ I am member of the Association in good standing
- ☐ I have not been previously removed from a Board position, in accordance with the Bylaws
- ☐ I have not been found to be in violation of the Bylaws
- ☐ I have included a resume, attached to this nomination form
- ☐ I have served at least one (1) term as a Director (only applicable for Nominees wishing to be elected for the President-Chair and/or any of the Vice-President positions)
- ☐ I have included the CCAA Board Resignation Letter (This question only apply to current board members 2024-2025)

To be nominated, the completed intention form and the package must be received no later than June 14th, 2025 at 12:00pm. The package must include a brief paragraph stating your intent and why you would like to be re-nominated, qualifications and a resume with this Nomination form.*

**The Recruitment/Nominating Committee will meet after June 16th 2025 to review the nominations*

2025 Annual General Meeting

June 28th, 2025

9:00am* - 12:00pm

Alumni arriving or joining online **after meeting is called to order forfeits voting rights.*

Completed intention forms must be returned before the deadline date:

CCAA, C/O Recruitment/Nominating Committee

ccaaagm2025@gmail.com

Terms and Conditions for Submission of Nomination to the Board of Directors

Centennial College Alumni Association Inc. (the "Association")

By submitting this nomination form to the Recruitment/Nominating Committee of the Centennial College Alumni Association Inc. ("CCAA" or the "Association"), you hereby acknowledge, affirm, and agree to the following terms and conditions for your candidacy and, if elected, for the complete term of your election:

1. Declaration of Accuracy

You certify that the information provided in this nomination form and any accompanying documentation is true, complete, and accurate to the best of your knowledge and belief. You understand that any misrepresentation, omission, or material inaccuracy—whether deliberate or inadvertent—may result in immediate disqualification or other corrective measures as deemed appropriate by the Association.

2. Authorization to Verify

You authorize the Association to verify, investigate, and validate any information submitted, including but not limited to academic qualifications, eligibility criteria under Bylaw 4.4 (Eligibility) and 4.5 in case of President-Chair (Eligibility of President-Chair), and references or statements made within your nomination. The Association may contact third parties, including institutions or referees, as necessary to complete this verification process.

3. Eligibility Review and No Guarantee of Ballot Placement

You acknowledge that submission of this form does not entitle you to candidacy or guarantee inclusion on the final election ballot. All nominations are subject to review and approval by the nomination committee in obedience and reasonable appreciation of:

- Bylaw 5.2 – Duties of Board Members
- Bylaw 4.7 – Duties of the Recruitment/Nominating Committee
- Bylaw 4.13 – Election process and timing

The Association reserves sole discretion to determine a nominee's eligibility and suitability in accordance with its Bylaws, governance policies, and the best interests of the membership mentioned herein, and generally within the Bylaw.

4. Consequences of Misrepresentation

You agree that if any information provided is found to be false, misleading, or materially incomplete, the Association may, without prior notice:

- Disqualify your nomination;
- Remove your name from the list of eligible candidates;
- Bar your eligibility for current or future elections; and
- Take such further action as may be appropriate under the circumstances.

Moreover, if you currently hold an Officer or Director position and are deemed to have vacated that office pursuant to Bylaw 4.20(e), you acknowledge that failure to comply with the conditions of this nomination process—including those outlined in this section—will render you ineligible to seek reinstatement or reversal of that resignation. The vacancy shall be treated as final and effective immediately upon breach of Bylaw 4.20 with exception of 4.20(e). Nothing in this section shall be construed as permitting or implying the possibility of reversing a resignation under any circumstances.

5. Election Rules and Conduct

You agree to comply with all procedures, rules, timelines, and communication protocols issued by the Association or its Election Committee as per the Bylaws general but specifically Bylaw 4.13. Failure to do so may result in disqualification or administrative withdrawal.

6. Acknowledgement of Immediate Vacancy upon Candidacy Submission

You acknowledge that, pursuant to the intent of Bylaw 4.20(e), if you currently serve in an Director or Officer position and submit a nomination for a different Director or Officer role, your existing position shall be deemed vacated immediately upon submission of this nomination. You further acknowledge that any office may be vacated for reasons including but not limited to resignation, ineligibility, or breach of internal policies, and that such vacancies are addressed in accordance with Bylaw 4.22 (Filling of Vacancies).

7. Resignation Requirements

Should you resign from the Board, you agree that such resignation must be submitted in writing and will only take effect upon its formal acceptance by resolution of the Board, in accordance with Bylaw 4.19 (Resignation of Directors). You will be asked to execute pre-written resignation demonstrating that you will vacate office upon candidacy submission, in accordance with Bylaw 4.20(e).

8. Term of Office

You acknowledge that, in accordance with Bylaw 4.15, elected Directors shall serve a term of two (2) years and will remain in office until their successors have been duly elected in accordance with the Bylaws. A Director may be eligible for re-election as a Director. However, such a Director shall only be permitted to serve for an additional four (4) cumulative terms. Additionally, An Executive Member, which includes the President-Chair and any Vice President, shall only be permitted to serve for an additional three (3) consecutive terms.

9. Acceptance and Agreement

By submitting this nomination form, you confirm that you have read and understood these Terms and Conditions and that you acknowledge and agree to be bound by the Association's governing documents, including its Bylaws and applicable policies, as may be amended from time to time, including but not limited to Bylaw 4.20.

Name of Candidate

Signature of Candidate