

ASNAU ELECTION TIMELINE 2026

Wednesday, January 21 - 9:00 am: Candidate packets become available in the ASNAU Office, Room 206 in the University Union and on the ASNAU website.

Thursday, February 19 – 5:00 pm: Complete candidate packets are due in the ASNAU office or emailed to ASNAUPresident@nau.edu. No late packets accepted. The packet must include:

- Candidate Eligibility Form
- Signed waiver of recourse
- Completed, legible signatures
- Completed, endorsement form with legible signatures

Friday, February 20 – 8:30 am: Mandatory eligibility meeting with the Elections Commission via Zoom. Failure to attend will result in candidate being disqualified from election (unless class is a conflict and communicated to ASNAUPresident@nau.edu ahead of time).

Monday, February 23 – 12:00 pm: 50-second vertical video for “Meet the Candidate” due. Send to ASNAU_VPPR@nau.edu and ASNAU_SMC@nau.edu. This will be posted on Instagram the week of Elections.

Monday, February 23 - Wednesday, March 4: Approved candidates may campaign.

Monday, March 2 – 12:00 pm: Email a short biography with a description of why you are running to Michelle.Gardner@nau.edu and ASNAUPresident@nau.edu. This will be available to read by all students accessing the ballot. Failure to meet this deadline will result in no biography being shared on ballot.

Thursday, March 5 – 5:00 pm: All candidates must submit their expense report to ASNAUPresident@nau.edu. Please submit an expense report even if your expensive report is “no expenses.” Failure to meet this deadline will result in candidate being disqualified from election.

Thursday, March 5: Election Day!

Friday, March 6: Winners posted at the ASNAU Office and emailed to the student body.

Please email ASNAUPresident@nau.edu with all election questions.



Associated Students of Northern Arizona University

ASNAU Election Candidate Eligibility Form

NAME:

(First)

(Middle)

(Last)

Name, as you would like written on the ballot: _____

Student ID Number (1234567): _____

Contact Information

NAU Email address (abc123): _____

Phone Number: _____

Academic Information

Class Standing (Please circle one)

FRESHMAN (0-29 hours of credit)

JUNIOR (60-89 hours of credit)

SOPHOMORE (30-59 hours of credit)

SENIOR (90+ hours of credit)

Hours completed to date: _____

(Please include course work from all previous collegiate institutions, which has been accepted as transfer by NAU.)

POSITION SEEKING (Circle One):

- ASNAU President
- ASNAU Vice President of Student Advocacy
- ASNAU Vice President of Inclusive Excellence
- ASNAU Vice President of Civic Affairs
- ASNAU Vice President of Public Relations
- ASNAU Senator

ARE YOU CURRENTLY ENROLLED AS A FULL TIME, FLAGSTAFF MOUNTAIN, FEE PAYING STUDENT AT NAU? (Please circle one)

YES

NO

If running for a Vice President or President position, previous employment with ASNAU is required. Please list what position(s) you have held within ASNAU and the academic year.

SEMESTERS IN ATTENDANCE AT NAU AS A FULL TIME, FEE PAYING STUDENT:

(Full time meaning that you were taking at least twelve credits at the end of the semester. Please be advised that in order to run for an executive position you must have completed three consecutive, full time semesters at NAU.)

CUMULATIVE GPA: _____

(Include only course work completed at NAU. Please note that in order to be considered an official candidate for **any elected position you must currently have and maintain a 2.75 cumulative GPA or better.**)

If you cannot meet the above requirements, please know that your packet may not be cleared for official candidate status. Only official candidates can continue in the process of campaigning.

I _____ (please write full name), hereby give my consent to the ASNAU Elections Commission, and the ASNAU President to have access to my university records to verify my GPA, number of hours, and any other information related to my qualifications as an official candidate in the 2026 ASNAU Elections.

X _____
(Signature)

(Date)



Associated Students of Northern Arizona University

PLEASE INITIAL AND SIGN

- _____ I understand that my election packet, with all appropriate signatures is due to the ASNAU office or sent via email by **February 19, 2026, by 5:00 PM.**
- _____ I understand that I must attend the mandatory eligibility meeting with the Elections Commission on **February 20, 2026, at 8:30 am via Zoom.** If I do not attend, I am not eligible to run in the election.
- _____ I understand that I can only campaign within the dates of **February 23, 2026 to March 4, 2026.**
- _____ I understand that I must turn in an expense report by **March 5, 2026, by 5:00 PM** to ASNAUPresident@nau.edu. This report is to include all purchases, donations, and receipts. I understand that I am turning in an expense report even if I do not have expenses to report.
- _____ I understand that I must submit my biography and purpose of running on **March 2, 2026, by 12:00 PM.**
- _____ I understand that I must submit my 50-second vertical "Meet the Candidate" video by **February 23, 2026, 12:00 PM.**
- _____ I understand that all deadlines are non-negotiable and failure to meet them may result in my disqualification from the election.
- _____ I understand that I must read the ASNAU Constitution, ASNAU Bylaws, and Election Code. I also must read the NAU Advertising Policy and NAU Student Handbook. I understand that I am responsible for following all of these documents.
- _____ I understand that if I have any questions or concerns regarding the above mentioned documents, it is in my best interest to seek an advisory opinion from the Elections Commission before taking any action.
- _____ I understand that the information covered in this handout, the information covered in the meeting, and the information in the candidate packet is my responsibility, and I understand that I will face sanction including disqualification if any part of this agreement is broken.

Signature

Date

Print Name



Associated Students of Northern Arizona University

WAIVER OF RECOURSE

I _____ (please write full name), as a candidate in an election sanctioned and administered by the Associated Students of Northern Arizona University (ASNAU) and the ASNAU Elections Commission, agree to abide by and observe to follow the 2026 ASNAU Election Code, the ASNAU Constitution, the ASNAU By-Laws, and the Rules and Regulations of Northern Arizona University in the conducting of my campaign and election activities.

I hereby agree to abide by and regard any decision of the ASNAU Elections Commission and/or ASNAU Advisors as a final determination with regard to any dispute arising from any campaign or election sanctioned by the Associated Students of Northern Arizona University. I agree that I will be solely responsible for my campaign activities and materials, and hereby release Northern Arizona University, The Arizona Board of Regents, the ASNAU Elections Commission, ASNAU Advisors, the Executive Board, and the Associated Students of Northern Arizona University from any and all liability arising in connection with my campaign activities.

X _____
(Signature)

Date: _____

Student ID #: _____

ASNAU OFFICIAL ENDORSEMENTS

ENDORSEMENTS must be from active and registered clubs at Northern Arizona University.

*Please sign in ink

<u>Club Name</u>	<u>President</u>	<u>Vice President</u>	<u>Date</u>
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A petitioner who has received the endorsement of no less than three (3) NAU registered and active student club or organization meets the requirements for position of ASNAU Senator. A student who has received the endorsement of no less than five (5) NAU registered and active student club or organization meets the requirements for position of ASNAU President, ASNAU Vice President of Student Advocacy, Vice President of Civic Affairs, Vice President of Inclusive Excellence and Vice President of Public Relations. **No candidate may be endorsed by a club for which they serve as an officer of said club.** All petitions must be signed in person by the endorser.

ASNAU OFFICIAL PETITION**PETITIONERS** must be full-time, fee-paying students at Northern Arizona University

*Please sign in ink

Petitioner**Adherent's Name****Office Sought****Name and Student ID#****Name and Student ID#**

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A student who has received the endorsement of no less than one hundred (100) campus wide student signatures upon a nominating petition meets the requirements for position of ASNAU Senator. A student who has received the endorsement of no less than one hundred fifty (150) campus wide student signatures upon a nominating petition meets the requirements for position of ASNAU President, ASNAU Vice President of Student Advocacy, Vice President of Civic Affairs, Vice President of Inclusive Excellence, and Vice President of Public Relations.

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Presidential Cabinet – To run for these positions, a candidate must be either a current member of ASNAU or have previously held a position in ASNAU

Student Body President

- Primary spokesperson and leader of ASNAU
- Primary liaison to admin and President of NAU
- Represent and advocate for undergraduate students

VP of Student Advocacy

- Oversee Senate and various staff
- Prepare and run Senate meetings
- Connect students to campus resources

VP of Inclusive Excellence

- Advocate student concerns relating to Diversity, Equity, and Inclusion
- Oversee various staff
- Connect and support student organizations on campus
- Educate the NAU community on DEI concerns, language, etc.

VP of Public Relations

- Oversee Front Desk Assistants, and various marketing staff
- Increase visibility and awareness about ASNAU
- Organize the Homecoming Carnival & Lumberjack Concert Series

VP of Civic Affairs

- Liaison between community and ASNAU
- Provide students opportunities to connect with the Flagstaff community
- Alert students about legislation that may affect them
- Advocate students concerns to higher education policy makers
- Provide students opportunities to be civically engaged

Senate

Senators

- Represent all undergraduate students, clubs, and organizations
- Advocate for students' needs through various committees, events, etc.
- Serve on one of two ASNAU Senate committees: Academic Affairs, Student Affairs, and/or Appropriations Committee.

Staff: Hired May-August. To access more information visit Handshake in May to apply!

Director of Finance:

- Report to the Student Body President
- Maintain the ASNAU budget
- Present budget updates to Senate
- Support Presidential Cabinet members in maintaining budgets
- Record finances
- Advice ASNAU's Presidential Cabinet and Staff on financial decisions

Senate Clerk:

- Report to Vice President of Student Advocacy
- Record minutes of each Senate meeting
- Prepare and distribute minutes
- Ensure proper parliamentary procedure
- Maintain bylaws and constitution

Cultural Coordinator:

- Report to Vice President of Inclusive Excellence
- Promote cultural understanding
- Advocate for anti-discrimination, etc
- Connect with culturally focused student organizations

Accessibility Coordinator:

- Report to Vice President of Inclusive Excellence
- Promote universal design and accessible campus materials/spaces
- Educate ASNAU staff on accessible practices
- Advocate for a more accessible NAU
- Work with Disability Resources and other advocacy agencies

Outreach Coordinator:

- Report to Vice President of Inclusive Excellence
- Promote awareness of issues regarding diversity and the economic, social, and political culture of the NAU campus.
- Create new outreach techniques to promote health and wellness initiatives

Front Desk Staff:

- Overseen by Vice President of Public Relations
- Report directly to the Director of Staff
- Aid all student clubs with printing and event supplies needs
- Manage emails, calls, and fulfill requests
- Organize and maintain a clean office environment
- Promote a welcoming space for students and employees

Director of Staff:

- Reports to Vice President of Public Relations
- Maintains office maintenance
- Creates schedule for Front Desk Staff
- Creates and distributes ASNAU stoles each semester

Multimedia Designer:

- Reports to Vice President of Public Relations
- Create flyers and other PR materials
- Complete requests from student clubs, orgs, and ASNAU members

Social Marketing Coordinator:

- Reports to Vice President of Public Relations
- Run the ASNAU Instagram account
- Increase engagement and promote ASNAU

Videographer:

- Reports to Vice President of Public Relations
- Create promotional videos for ASNAU
- Capture events and activities at NAU

Recruitment Coordinator:

- Reports to Vice President of Civic Affairs
- Coordinates and runs the New Student Government, while supporting members in connecting to NAU
- Supports NSG in event planning

Civic Engagement Coordinator:

- Reports to Vice President of Civic Affairs
- Organize civic engagement opportunities
- Educate students on local, state, & national issues

Project Coordinator:

- Reports to Vice President of Civic Affairs
- Manages events including High Pines, Louie Awards, and ASNAU banquet/inauguration
- Connect with the Alumni association
- Assist with overall community engagement
- Designs and distributes Kiss My Axe shirts