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The University of Illinois at Chicago Election Planning Committee (EPC) Handbook 2026

ROLE OF THE ELECTION PLANNING COMMITTEE (EPC)

The EPC is an independent body of graduate, professional and undergraduate students. The members of the EPC are selected through an application and interview process, coordinated by the Office of the Dean of Students. The EPC establishes and implements election rules and regulations, as well as oversees the election of the student members of the Board of Trustee, the Undergraduate Student Government and Undergraduate Members of the UIC Senate. EPC believes in and supports the philosophy that open, fair, and well-organized elections play an essential part in strengthening our community and student governance at UIC. Each year, EPC is responsible for ensuring a fair election by adjudicating all campaign-related matters, including alleged campaign violations and clarifications to the Rules and Regulations, and ratifying the election results. EPC will conduct the following elections:

Undergraduate Student Government:

- President (1 total)
- Vice-President (1 total)
- House of Representatives (45 total)

Illinois Board of Trustees:

- Student Member of the Board of Trustees (1 total)

Student Senate:

- Undergraduate Student Senator (30 total)

THE ELECTION PLANNING COMMITTEE (EPC) –

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All communication with the EPC will be via the studentepc@uic.edu email address. No person should contact a member of the EPC directly. Any concerns about a member of the EPC can be brought to the attention of the EPC advisor.

- ELECTION ELIGIBILITY REQUIREMENTS –

All prospective candidates are responsible for ensuring that they meet the following election and residency requirements. If a candidate fails to meet the requirements, they will not be able to run for the position applied to. In the case of a clerical error, the candidate may petition to the EPC. If it has been determined that there was no clerical error, the disqualification will stand.

[1.1] Election Requirements

For each position, the following qualifications must be maintained as a candidate, candidate-elect, and during the individual's tenure in office:

1.1.1 Undergraduate Student Government

- The Undergraduate Student Government (USG) of the University of Illinois at Chicago serves as the representative body for the undergraduate student community. The elected USG positions include the office of the President, Vice President, and 45 members of the House of Representatives. The President and Vice President are elected each year and serve a one-year term. The number of House seats is determined by the number of vacancies for that year. Each newly elected House member serves a two-year term.

1.1.2 President, Vice-President & Member of the House of Representatives

- Must be in good Academic Standing as defined by the candidate's college
- Must be registered as an enrolled, degree-seeking, undergraduate student at the University of Illinois at Chicago
- Must not have a disciplinary record in the Office of the Dean of Students

1.1.3 *UIC Undergraduate Student Senator*

- Must be in good Academic Standing as defined by the candidate's college
- Must be registered for at least eight credit hours at UIC
- Must not have a disciplinary record in the Office of the Dean of Students

1.1.4 *Student Member of the Board of Trustees (SMBOT)*

According to the University of Illinois Trustees Act (110 ILCS 310/1), in order to be eligible for selection as a student trustee and to be eligible to remain as a voting or nonvoting student trustee, the student/candidate:

- Must be a resident of the State of Illinois
- Must have and maintain a grade point average that is equivalent to at least a 2.5 on a 4.0 scale
- Must be enrolled as a full-time student at all times during his or her term of office (except during the summer term). Full-time status is, as defined in both the UIC Undergraduate and Graduate catalogs. The candidate must be registered as a full-time student at UIC during the election semester, as well as the fall and spring semesters of the elected term. For those elected to serve as SMBOT who graduate at the end of the Spring semester during his/her term, he/she shall continue to serve as SMBOT until June 30, 2026.

- Must not have a disciplinary record in the Office of the Dean of Students

1.1.5 If a voting or nonvoting student trustee fails to continue to meet or maintain the residency, minimum grade point average, or enrollment requirement established by the U of I Trustees Act as described above, his/her membership on the Board shall be deemed to have terminated by operation of law. The EPC has the authority to remove an elected Student Trustee from office if the candidate fails to meet the position qualifications as outlined in this election packet and/or supporting legislative statutes until July 1, 2024

1.1.6 In order to demonstrate residency applicants must provide: Evidence of Illinois domicile for at least the previous 6 months; and either (1) Evidence of current, valid Illinois identification (Driver's License or State ID) or (2) Evidence of valid Illinois voter registration.

1.1.7 Failure to meet or maintain any of the above qualifications at any point during the campaign, election, or tenure in office will disqualify the nominee from the election or from continuing to serve in the position.

- CAMPAIGN RULES -

The campaign rules are the specific expectations of EPC. EPC emphasizes that all candidates are expected to follow these rules. EPC reserves the right and responsibility to disqualify candidates and/or sanctioning candidates for violating the rules. Disqualified candidates will be ineligible to hold the position for which they ran, even if elected.

Candidates are encouraged to consult EPC regarding the rules or campaign strategies that may jeopardize the good standing of their campaign and result in disqualification. Candidates are encouraged to contact EPC outlining questions and/or problems they have encountered during the election process.

[2.1] Responsibilities of Candidates

2.1.1 Candidates and campaign workers must observe UIC student election and university policies and procedures.

2.1.2 Candidates are responsible for their own campaign activities and the activities of their campaign workers. This includes financial costs of any campaigning materials used throughout their own campaign.

2.1.3 Any violation of election and/or campus policies and procedures is grounds for disqualification from an election. This also includes violations incurred by the candidate's registered or unregistered campaign workers.

[2.2] Becoming an Official Candidate

2.2.1 To be placed on the official ballot, all candidates must submit all election materials specific to the following positions:

Undergraduate Student Government

- President, Vice-President, & House of Representatives - Declaration of Nominee, Election Petition, Nominating Signatures, Candidate Platform, Certification of Academic Eligibility, and a Headshot photo.

Student Member of the Board of Trustees

- Declaration of Nominee, Election Petition, Nominating Signatures, Candidate Platform, Certification of Academic Eligibility, Residency Requirement Information, and a Headshot photo.

UIC Undergraduate Student Senator

- Declaration of Nominee, Certification of Academic Eligibility, and Support Petition/Nominating Signatures.

2.2.2 All application documents must be submitted **no later than 11:59PM on Monday, March 2nd, 2026.** No extensions given.

2.2.3 Nominating Signatures - Candidates for SMBOT must submit petitions containing the signatures of 250 students currently registered at the University of Illinois at Chicago in order to have his/her name placed on the ballot. Candidates for USG President and Vice President must submit petitions containing the signatures of 150 undergraduate students currently registered at the University of Illinois at Chicago in order to have his/her name placed on the ballot. Candidates for USG House of Representatives must submit petitions containing the signatures of 75 undergraduate students currently registered at the University of Illinois at Chicago. Candidates for Undergraduate Student Senate must submit petitions containing the signatures of 5 undergraduate students currently registered at the University of Illinois at Chicago. Candidates are directly responsible for the accuracy of all student information contained on the petition. If it is discovered that there is an insufficient number of signatures and/or any signatures are inaccurate, the petition for candidacy may be denied.

2.2.4 Candidates must follow eligibility requirements for the position in which they are running.

[2.3] Campaigning

2.3.1 Organizing a campaign shall be defined as, but not limited to the following criteria:

- Asking other students to help with a candidate's campaign;
- Meeting with a group of students or using group communication media to promote candidacy;
- Preparing campaign materials for distribution;
- Communicating through physical and online media such as chalking and social media.

2.3.2 Campaigning may not begin until after the candidate has been formally notified of their qualifications. **Notification will occur on Tuesday, March 3rd, 2026**

2.3.3 EPC must approve all campaign materials prior to their posting. EPC will begin to accept on **Monday, February 2nd, 2026**. Materials can be submitted electronically via the "Campaign Materials Request" form on UIC Connection. EPC will render a decision within 24-48 hours.

2.3.4 Party slates are allowed. A party slate is defined as a group of candidates with similar platforms and political views organized under one name. All members of the party slate must agree to the party slate and disclose their affiliation to the EPC prior to campaigning. Party slates will be recognized as a single entity for purposes of campaign rules and violations with the exception of the spending rules. Expenditures under a party slate must be directly tied to a candidate and are subject to the listed limitations. If a party slate is found in violation of campaign rules, all members of that party slate will bear the responsibility of the sanctions imposed by the EPC.

2.3.5 Campaign workers **must** be registered with the EPC prior to working on any campaign.

2.3.6 Distribution of campaign materials must not interfere with the regular course of University Business.

2.3.7 Campaigning of any form is prohibited within 25 feet of any UIC computer lab.

[2.4] Definition of Campaigning

2.4.1 EPC defines campaigning as actions including, but not limited to the following:
- Hanging posters and/or fliers;
- Sending emails to encourage a person to vote for a specific candidate;
- Directly or indirectly advertising (paid or unpaid) on online platforms;
- Appearing before a group to share one's opinion or to influence individuals to vote;
- Writing letters to the editor in campus publications.

**This list should not be considered comprehensive and when in doubt, contact EPC.*

[2.5] Negative Campaigning

2.5.1 EPC expects candidates to run an issue-oriented campaign. This committee reserves the right to disqualify or sanction a candidate if it believes that the candidate or their campaign engages in libel (malicious, false print report) or slander (malicious, false verbal report).

2.5.2 Posting over or removing posters and other campaign materials of another candidate is not permitted.

2.5.3 All candidates must be aware of and abide by UIC's non-discrimination policies, found at the following website: https://policies.uic.edu/uic-policy-library/access-and-equity/nondiscrimination-policy-statement/.

2.5.4 If candidates have questions as to what is an appropriate campaign strategy, they should discuss their ideas with the EPC prior to putting strategies into action. Ignorance of what constitutes negative campaigning is not an excuse for violating the rules and regulations.

2.5.5 Any negative campaigning that violates UIC's Student Code of Conduct policy may be referred to Student Conduct for further disciplinary action.

[2.6] Spending Limits

2.6.1 The spending limit for each candidate for Student Member of the Board of Trustees, USG President, and USG Vice President may not exceed the amount of $500. The spending limit for candidates wishing to be elected in the UIC Senate or USG assembly may not exceed $150. Any candidate running for more than one office may not exceed the total of these combined amounts.

2.6.2 The spending limit includes all costs incurred on behalf of the candidate's campaign. All funds provided by a student organization must be included in the candidate's spending limit, and usage of these funds must be permitted by the organization's policy.

2.6.3 Campaign spending includes all items used to create materials promoting your campaign, for instance poster board, website maintenance costs, t-shirts, paints, buttons, etc.

2.6.4 **All candidates must return receipts following the election period.** The candidates are required to return itemized receipts for all campaign expenditures by **5:00 PM *AT THE LATEST* on Monday, April 13th, 2026**. Candidates may email any receipts to the EPC at studentepc@uic.edu. If no money is spent, an expenditure form is still required, highlighting this fact.

2.6.5 Candidates who violate the campaign spending rules may be subject to sanctions including disqualification.

2.6.6 University funds and resources including, but not limited to: State, ICR, University Foundation, Student Fee, or SAFC accounts cannot be used for campaign financing.

[2.7] Campaign Giveaways

2.7.1 Candidates, their campaigns, their individual supporters, their organizational supporters, and others are allowed to freely distribute items supporting a campaign or candidate during the official campaign period provided that the content, form, style, and/or other qualities are consistent with all other relevant EPC and University rules. Candidates are advised that the cost of acquiring and distributing these items count towards their spending limits and must be accounted for like all other campaign expenditures.

- ADVERTISING-

EPC has identified the most common methods of advertising used in campaigns. The committee has attempted to anticipate and address as many questions as possible and issues that may arise. However, it is impossible for EPC to anticipate all the methods of advertising that a candidate may choose to use. Candidates are encouraged to contact EPC with specific questions regarding advertising methods, particularly those methods that may be a possible violation of EPC

campaign rules. EPC will be available to answer all questions on advertising, and ignorance of the rules will be no excuse should a violation occur.

[3.1] Content of Campaign Materials

3.1.1 All campaign materials, regardless of delivery medium, including printed material and electronic messages, must conform to the following guidelines. Campaign materials that do not conform to the guidelines may be removed by EPC.
- Visibly bear the name of the issuing person(s) or campaign committee/party slate.
- State the funding source for the materials.
- If in a language other than English, must bear an English translation.
- Materials cannot include the UIC logo
- EPC must review and approve all material for compliance with guidelines before any type of posting or distribution occurs.

3.1.2 Candidates who violate the rules related to the content of campaign materials may be subject to sanctions including disqualification.

3.1.3 Campaign materials that violate the Student Disciplinary Policy may lead to disciplinary action against the candidate and/or creator of those materials.

[3.2] Posters and Fliers

3.2.1 Posters and fliers are permitted. **All campaigning materials must be removed by the end of the day following the election, Friday, April 10th.**

3.2.2 Candidates must follow all building regulations for placing posters, such as obtaining approval from the building manager. It is the responsibility of the candidate and their campaign team to know the proper process for obtaining approval to place posters. Failure to abide by building management rules will result in removal and/or sanctions.

3.2.3 On the east side of campus, fliers should be taken to the Student Centers Office in Student Center East (SCE) for approval. On the west side, fliers should be taken to the Information Desk in the Student Center West (SCW) lobby for approval. Both the SCW Information Desk and the SCE Service Centers accept fliers from 8:30 AM to 4:45 PM, Monday through Friday. To post in the Library of the Health Sciences, you must have all fliers stamped for approval at the Circulation Desk.

3.2.4 Tearing down, defacing, or tampering with another candidate's properly placed poster in any way may result in disqualification from the election.

[3.3] Banners

3.3.1 EPC defines banners as anything larger than 11" x 17".
3.3.2 Banners are allowed; however, students must follow building protocols and are responsible for organizing this with building management.
3.3.3 Banners in the Student Centers will not be allowed due to the limited spaces available.

[3.4] E-mail

3.4.1 Campaigning electronically is permitted. Candidates may not continue to send email/ social media messages after a student has expressed their desire not to be contacted. However, candidates may send e-mails to UIC owned list-serves.

[3.5] Chalking

3.5.1 Chalking must be done at locations that will be washed clean by the weather, i.e. not in areas protected by canopies or other building elements. Use chalk that will wash away, i.e. not artist's pastels or spray chalk. Messages can only go on horizontal surfaces of sidewalks, not on walls or stair risers or any other vertical surface.

[3.6] Tabling

3.6.1 Tabling is permitted but **EPC must be made aware of where and when tabling will occur**. Use of laptops is permitted to display only EPC-approved campaign materials but at no time may the voting website be displayed or accessed as "voting booths" are not allowed.

3.6.2 Candidates who wish to table, must abide by the specific building management guidelines. It is the responsibility of the candidate and their campaign to be familiar with any guidelines.

3.6.3 If a candidate wishes to reserve table space in front of the SCE bookstore, the candidate must coordinate this with the EPC by contacting them at studentepc@uic.edu. Requests for tabling in this space will be reviewed case by case and candidates must know that a request may not always be accepted based on availability.

[3.7] Social Media Campaigns

3.7.1 Facebook Groups: Candidates are allowed to post election related campaign posts to Facebook Groups for which they belong in. Candidates are strongly encouraged to contact EPC prior to posting content to ensure that the content does not violate any codes.

3.7.2 Social Media pages/Accounts are permitted to push campaigning efforts. However, they are not to be made "active" until EPC has reviewed and approved the page/account. It is the candidate's responsibility to share a link to their pages to the EPC. This includes Facebook, Instagram, Twitter and Snapchat accounts to name a few.

3.7.3 Once EPC has approved of a page/account, candidates are free to post/share campaign content. However, prior to posting on sites, candidates must still submit campaign designs/slogans for review to EPC. Candidates do NOT need to inform EPC each time they would like to post on their accounts. However, candidates are required to "tag" EPC in each post

(see section 3.7.4). Additionally, candidates are expected to uphold a respectable, decent, and clean campaign (see section 2.6).

3.7.4 The EPC will be monitoring the social media accounts to uphold the policies and regulations related to campaigning. Rather than submitting posts for approval to the EPC each time a candidate would like to post to their social media page, the candidate MUST tag the EPC account in their posts.

3.7.5 If candidates would like to utilize "live" functions on social media pages to share content related to their campaign, they are welcome to do so. Live functions must be shared with EPC prior to the occurrence. The candidate MUST inform EPC when their live will take place and information related to the intended content, similar to the procedures required for campaigning events. After the live "event" has occurred, candidates should save the live and send it to the EPC for records no later than 24 hours after the live has ended.

3.7.6 If candidates would like to use any other type of media for campaigning (ie music videos, songs, short film, etc), candidate must get it approved by the EPC before posting onto sites. Please note that for these types of media, candidates must get it approved by EPC despite having the social media page approved prior.

[3.8] Creative advertising techniques:

3.8.1 Candidates are encouraged to be creative. When developing strategies not listed above (e.g.: other forms of media, snapchat filters, GroupMe messages), candidates must remember to stay within the *expenditure limits* as well as other election rules. If any candidate wants to use any medium of advertisement that is not listed, that candidate **must** contact EPC and receive approval before doing so. Failure to do this may result in sanctions. EPC retains full discretion on any decisions regarding campaign techniques not specifically mentioned herein.

- STUDENT ORGANIZATIONS AND THE ELECTION -

[4.1] Student Organizational Endorsements

4.1.1 Student organizations may provide endorsements for candidates as often as they please.

4.1.2 All student organizations are allowed to publicly endorse candidates and as many candidates as they choose.

4.1.3 Members of organizational list-serves may email out to these list-serves, but students unaffiliated with these list-serves may not email out to them.

4.1.4 Student organizations **are prohibited** from using coercive measures to force members to vote for specific candidates. EPC reserves the right to determine if a measure is coercive, at penalty of disqualification.

[4.2] Student Organization Sponsored Events

4.2.1 Student organizations are encouraged to sponsor events for candidates. EPC defines sponsored events as events open to the student body (ie not private student org meetings).

4.2.2 Student organizations that wish to sponsor such events must inform EPC at least 24 hours in advance of the event and prove that the event has complied with EPC regulations.

4.2.3 All costs associated with the organization-sponsored events **must be recorded and reported in the Campaign Expenditure form.**

4.2.4 EPC reserves the right to determine if an event featuring a candidate is campaign related and determine appropriate sanctions if necessary. If a candidate or organization is unsure, they are encouraged to contact EPC for clarification.

- VIOLATIONS AND APPEALS –

[5.1] Complaint Information

5.1.1 Any student may report possible violations of the Election Rules to EPC in writing. EPC reviews reports of infractions of campaign rules and determines the appropriate response, up to and including disqualification of a candidate.

5.1.2 A complainant must complete the official complaint form and provide all necessary information, including a signature, before the complaint can be processed.

5.1.3 A typed complaint must be submitted to the EPC no later than 48 hours after the violation has occurred, excluding weekends and holidays. Complaints received after the 48-hour limit will not be accepted.

5.1.4 Complaint submissions are accepted online via UIC Connection. A link to the Official Complaint form can be found on the Student Election website at go.uic.edu/studentelections.

5.1.5 Once a complaint form is submitted, the EPC will review it and begin facilitating the resolution process.

[5.2] Violations and Sanctions

5.2.1 Ultimately, the decision on sanctions is at the discretion of EPC, but under normal circumstances EPC will adhere to the following tiered system for offenses:

- **Tier 1** – **Sanction: Warning:**
  A tier one offense is a violation that may have been inadvertent or can be easily remedied.
- **Tier 2** – **Sanction: Suspension of a Specific Campaign Activity:**
  A tier two offense comes mainly from the candidate or the candidate's direct supporters. Tier two offenses harm another candidate. Activities that may be suspended include but are not limited to: inappropriate use of e-mail, postering, door-to-door campaigning, inappropriate use of email/social media pages, and distribution of campaign products with the intent or the result of hurting another candidate.
- **Tier 3** – **Sanction: Suspension of all Campaigning**
  A tier three offense causes serious harm to the fairness of the elections process. The sanction may be extended for the duration of the election period, but falls short of disqualification.
- **Tier 4** – **Sanction: Immediate Disqualification and Removal from the Ballot**
  A tier four offense causes irreparable damage to another candidate or to the fairness of the elections process. If EPC believes a candidate has committed a tier four offense, the candidate will be immediately disqualified and removed from the ballot.

5.2.2 This tiered system is a guide for candidates and EPC and is not all encompassing.

5.2.3 Any candidate who fails to comply with an EPC sanction will be subject to referral to the Student Disciplinary Policy. No candidate may hold office until all sanctions have been completed.

[5.3] Resolution Process

5.3.1 Students who are accused of violating the election rules will be notified in writing, provided with a copy of the complaint, and given an opportunity to respond in writing. Responses must be received within 24 hours of the written notification, excluding weekends and holidays. Responses after the 24-hour limit will not be accepted.

5.3.2 The EPC will review the complaint within two days excluding weekends and holidays and after the 24-hour deadline for the accused student's response. If a complaint cannot be reviewed within two days, the complainant and all parties will be notified my email.

5.3.3 The complainant and all parties involved will be notified in writing of the EPC decisions.

5.3.4 Any alleged violations of the University Student Disciplinary Policy should be reported to the Office of the Dean of Students.

5.3.5 Offenses ***at or above Tier 3 will require an appearance with EPC*** before the committee can determine if a violation has occurred. Refusal to appear at an EPC hearing will result in immediate disqualification. Regardless of the action taken, EPC will notify the

individual(s) who brought the complaint as well as the candidate(s) involved in the decision.

5.3.6 To maintain transparency, decisions regarding complaints will be posted to the EPC website within 24 hours of issuing a sanction and informing the individuals involved.

5.3.7 See Appendices for diagram of resolution process.

[5.4] Appeals & Special Hearings

5.4.1 The candidate can submit an appeal to the EPC decision for the following reasons: procedural error; and/or new evidence exists that was not available at the time of the hearing that can alter the outcome. An appeal is **not** intended for situations in which one does not *agree* with the EPC's decision. In order for a candidate to have *grounds* for an appeal, they **must** be able to show new evidence or procedural error had occurred.

5.4.2 The appeal request must be submitted in writing within 24 hours of the original decision. EPC will reconvene to review *new information* and will notify all parties involved so that an appearance can be scheduled if the appeal is accepted by the EPC.

5.4.3 Once accepted, an appeal will include both the complainant and the respondent appearing before the EPC to present their appeal (new evidence, procedural error, etc.) and will allow the responding party to present their rebuttal.

5.4.4 Any candidate wishing to appeal above EPC may bring their case to the EPC Advisor, in the Office of the Dean of Students.

- VOTING –

[6.1] Dates

6.1.1 Voting will take place beginning **Wednesday, April 8th at 9:00 AM** and ending at **Thursday, April 9th at 4:00 PM**. All elections will take place online.

[6.2] Online Voting

6.2.1 EPC uses an online system for voting. Elections will be held via the UIC Connection portal. Voters will log in with their UIC NetID and password. A voter's personal information will **not** be required to vote.

6.2.2 Walking around with an electronic device, encouraging voters to vote for a specific candidate is prohibited. This is synonymous with campaigning near a "voting booth" and will not be allowed.

[6.3] Voting Complaints

6.3.1 Voting complaints shall be addressed if they are brought to the EPC's attention within the 48-hour formal complaint deadline (see section 5.2). If a complaint is received outside of these criteria, EPC reserves the right to disregard the complaint.

[6.4] Announcing the results

6.4.1 The total number of votes will be posted on the Dean of Students website no later than **5:00 PM on Thursday, April 9th, 2026.**

6.4.2 The tentative total number of votes and projected winners will be posted on the Dean of Students website no later than **6:00 PM on Thursday, April 9th, 2026.**

6.4.3 The EPC will certify the final election results and forward the information to the Vice Chancellor for Student Affairs pending all complaints have been reviewed and resolved. Final election results will be posted on the Dean of Students website after approval from the Vice Chancellor for Student Affairs.

APPENDIX A

STUDENT ELECTION TIMELINE

January 19th	Election materials made available online at the go.uic.edu/studentelectionswebsite. *PLEASE SUBMIT YOUR INTENT TO RUN PRIOR TO SUBMITTING AN APPLICATION.*
February 2nd	Candidates can begin submitting campaign materials for EPC review, electronically via the "Submit Campaign Materials" link found at go.uic.edu/epc. Applicants can begin submitting materials in anticipation of their candidacy prior to eligibility confirmed by EPC. Please note: the ability to submit campaign materials to the EPC, does not equate to an approved candidacy. Eligible must be confirmed by EPC before officially utilizing any materials for campaign purposes.
March 2nd	**11:59pm** Deadline to submit all election materials (Declaration of Nominee, Certification of Residency, Election Petition, Nominating Signatures, Candidate Platform, Headshot Photo, Support Petition or Petition Form) to the Office of the Dean of Students via UIC Connection. No extensions given.
March 3rd	Deadline by which candidates are notified of their qualifications via e-mail.
March 3rd	Campaigning officially begins on March 3rd at 9:00 AM and ends 4:00pm on April 9th

April 8th – April 9th	Voting begins at 9:00 AM on Wednesday, April 8th and ends at 4:00 PM on Thursday, April 9th.
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April 9th	Update of total votes posted on the Dean of Students website no later than 6:00 PM
April 9th	Tentative total votes posted on the Dean of Students website no later than 6:00 PM.
April 13th	Deadline to submit complaints by 4:00 PM
April 15th	*The EPC will certify the final election results and forward the information to the Vice Chancellor for Student Affairs pending all complaints have been reviewed and resolved. Final election results will be posted on the Dean of Students website after approval from the Vice Chancellor for Student Affairs.*

APPENDIX B

Campaign Expense Report

NAME OF CANDIDATE _____

Please note: The candidates are required to return itemized receipts for all campaign expenditures by 4:00 PM AT THE LATEST on Friday, April 5th, 2024. Candidates may email any receipts to the EPC at studentepc@uic.edu. If no money is spent, an expenditure form is still required, highlighting this fact.

Item	Amount

SIGNATURE OF CANDIDATE
:
_____Date: _____

APPENDIX C

Election Violation Complaint Form

Please type responses to all the questions below:

Describe the facts surrounding the complaint and state the rule allegedly violated. **(Please feel free to include a separate attachment if additional space is required)**

_____
_____
_____
_____
_____
_____
_____

Date of incident:
Time of incident:
Location of incident:

Please list all persons against whom the complaint is being filed:

1.

2.

3.

Please list persons who were witnesses to the alleged violation (if any):

Person submitting complaint (please type your name): _____

Please include if you would like to request a special hearing where you may speak to the EPC in person before their review: _____
_____
_____

Signature: _____ Date: _____

Contact number: _____

E-mail Address: _____

UIC STUDENT ELECTIONS

APPENDIX D

Tier 1: A tier one offense is a violation that may have been inadvertent or can be easily remedied.

Sanction - Warning

An alleged infraction has occurred.

Within 48 hours

A complaint has been submitted to the EPC.

Within 24 hours

EPC has notified the respondent of the complaint against them

Respondent has submitted a written response to the EPC.

Within two days

EPC has reviewed the complaint, assessed violations, and issued sanctions.

All involved in the complaint, have been notified of the EPC decision.

Tier 2: A tier two offense comes mainly from the candidate or the candidate's direct supporters. Tier two offenses harm another candidate.
Sanction – Suspension of a specific campaign activity.

Within 24 hours

Decisions are posted to the EPC website if no appeals have been submitted.

The candidate can submit a request for an appeal to the EPC decision for the following reasons:

- Procedural error
- New evidence exists that was not available at the time of the hearing that can alter the outcome

An appeal must be requested to the EPC within 24 hours of being notified of the sanction. EPC will decide on acceptance of the appeal based on grounds and will notify all parties regarding their decision. If accepted, an appearance with the EPC will be scheduled for all parties.

APPENDIX E

Tier 3: A tier three offense causes serious harm to the fairness of the elections process. The sanction may be extended for the duration of the election period, but falls short of disqualification.

Sanction – Suspension of all campaigning.

Tier 4: A tier four offense causes irreparable damage to another candidate or to the fairness of the elections process. If EPC believes a candidate has committed a tier four offense, the candidate will be immediately disqualified and removed from the ballot.

Sanction – Immediate disqualification and removal from the ballot.

An alleged infraction has occurred.

Within 48 hours

A complaint has been submitted to the EPC.

Within 24 hours

EPC has notified the respondent of the complaint against them. Within 24hrs, EPC receives responses and meets to determine Tier

If determine 3 or 4, EPC will schedule an appearance to address the complaint with all parties involved
*Appearances will occur during the regularly scheduled EPC meeting times.

Within 24 hours post appearance

EPC has reviewed the complaint, assessed violations, and issued sanctions.

All involved in the complaint, have been notified of the EPC decision.

Within 24 hours

Decisions are posted to the EPC website if no appeals have been submitted.

The candidate can submit an appeal to the EPC decision for the following reasons:

- Procedural error
- New evidence exists that was not available at the time of the hearing that can alter the outcome

The appeal must be submitted in writing within 24 hours of the original decision. EPC will reconvene to review new information and will provide their decision within 24 hours of receiving appeal.