

Student Elections

Step 1: Request access to the election database by completing the form below and having it signed by the Dean of Students office. Two weeks advance notice is required.

Event Information

Organization Name: _____

Database Required for: Election/Referendum Other _____

Election/Event Dates: From: _____ To: _____ (INCLUSIVE)

Election/Event Times: From: _____ To: _____ (INCLUSIVE)

Eligibility to vote: Undergraduate students Graduate students
 Major Minor

Event Organizer Information

Name: _____ Title: _____ Netname: _____

Cell Phone Number: _____ Email: _____

Step 2: Request laptops for your election by completing a booking request form:
<http://www.concordia.ca/it/support/webform-equipment.html>

Note: Booking fees may apply for laptops and on-site technical assistance. For more information visit:
<http://www.concordia.ca/content/dam/concordia/docs/IITS/IITS-equipment-loan-rental.pdf>

Step 3: Indicate which buildings and where in each building you will be setting up, as well as the number of laptops per location.

Building	Location	# of laptops
EV Lobby		
Hall 4th		
Hall Lobby		
LB Lobby		
VA Lobby		
MB Lobby		
SP Lobby		
CJ Lobby		
CC 4th		
VL Lobby		
AD Lobby		

Request approved on: _____ **by:** _____
 (Date) (Name/Signature)