



## Departmental Student Society Representative to GSA Council

- This form is to be completed by all candidates chosen by departmental graduate student societies to serve as a GSA Councillor. **Please also ensure your society completes a *Departmental Society Registration* application.**
- For more information, questions or concerns contact the GSA VP Operations: [vpo@gsacarleton.ca](mailto:vpo@gsacarleton.ca)

To be completed by the Councillor candidate:

The following individual has been selected to serve as a councillor to the Carleton Graduate Students' Association from September to August.

(The following fields are mandatory)

NAME	STUDENT #
DEGREE & DEPARTMENT (eg. MA History)	EMAIL
PHYSICAL MAIL ADDRESS	CITY, PROVINCE, POSTAL CODE
PHONE	SIGNATURE

To be completed by an Executive Member of the student society:

(this person must not be the same as the councillor candidate)

The selection of the above candidate has proceeded in accordance with the following student society rules and has been verified by that student association.

(The following fields are mandatory)

NAME AND POSITION	STUDENT #
NAME OF STUDENT ASSOCIATION	DATE OF ELECTION
PHONE	EMAIL
SIGNATURE	DATE OF SIGNING

### FOR GSA OFFICE USE ONLY

<b>DATE &amp; TIME RECEIVED</b>	<b>RECEIVED BY</b>	<b>COMMENTS</b>



# Departmental Student Society Representative to GSA Council

## Councillor Duties

GSA Council meets once monthly September-April and at least twice May-August. Councillor terms run from September to August. Councillors are expected to regularly attend these meetings or find a proxy from their department should they be absent. In addition, councillors:

- Report to Council on activities and issues among their constituents;
- Report to their constituents on the activities of GSA Council;
- Serve on at least one GSA committee *and/or* volunteer for GSA and graduate student events over the fall and winter terms

## Eligibility

All graduate students who are currently registered with the Faculty of Graduate and Post-doctoral Affairs are eligible to serve as a councillor. This includes part-time and graduate diploma students.

**Please ensure that the departmental society you are representing completes and submits a (mandatory) Departmental Society Registration application, available at the GSA office.**

## Selection Process

For those candidates chosen by their departmental student society, this completed application form is required and must be submitted to the GSA (6<sup>th</sup> floor Unicentre) by the deadline.

For departments with fewer than 25 registered full-time graduate students (including MA & PhD), one councillor is allotted; for departments with greater than 25 registered full-time graduate students (including MA & PhD), two councillors are allotted.