GENERAL INFORMATION

Serving as an American Pharmacists Association Academy of Student Pharmacists (APhA-ASP) Regional Officer is rewarding and satisfying, both professionally and personally. Officers choose to serve their profession and have the personal satisfaction of knowing that they have been appointed to represent student pharmacists in a national and international professional society. At times, serving as an APhA-ASP Regional Officer is a difficult and demanding job, but the position is meant to complement, not compete with a member’s education. An officer’s education and/or career will take the higher priority.

APhA-ASP Regional Officer positions consist of the following positions:

- Regional Delegate
- Regional Member-at-large
- Midyear Regional Meeting Coordinator

Please see the APhA-ASP Regional Officer Responsibilities document for more details on the specific roles and responsibilities for each position.

ELIGIBILITY

Any APhA-ASP member enrolled as a full time student in a Doctor of Pharmacy degree program is eligible to seek nomination for an elected regional office. All APhA-ASP elected Regional Officers are to remain in their first professional degree program during their complete terms of office. Elected officers occasionally are required to attend meetings and conferences during the school year. Required meetings include the APhA-ASP January Business Meeting in Washington, DC (three days in January), APhA Annual Meeting & Exposition (four days in March or April), and their respective APhA-ASP Midyear Regional Meeting (three days October or November).

APhA will provide full or partial compensation towards the cost of these meetings. Candidates for office must have a satisfactory record of academic performance (minimum 2.5 GPA on a 4.0 scale) and understand that the responsibility of being elected as an APhA-ASP Regional Officer will not negatively affect the candidate’s current academic standing. Any student elected into an APhA-ASP Regional Officer Position must maintain a satisfactory record of academic performance (minimum 2.5 GPA on a 4.0 scale) throughout the term of office. Failure to do so may result in removal from the office.

Candidates, upon the discretion of APhA, may be required to resign from any local, regional or national positions held in APhA-ASP or other pharmacy associations and non-pharmacy associations, clubs, or organizations.

Candidates must be of sound moral and ethical judgment and must have the full support of the chapter advisor(s) at their school or college of pharmacy.

An official Application for Elected Regional Office must be submitted to prior the deadline of 8:00 am on the Saturday of the APhA-ASP Midyear Regional Meeting (MRM). Applications are available on the APhA-ASP website prior to the meeting and available onsite from an APhA Staff person or National Officer during the Midyear Regional Meeting. Each section must be fully completed and application must be signed by the chapter advisor of the applicant’s school or college of pharmacy.
The Regional Delegate, Regional Member-at-large, and the Midyear Regional Meeting Coordinator will each serve a one-year term of office. The terms of each APhA-ASP Regional Office start and end at the Midyear Regional Meeting Closing Business Session. Newly elected officers must participate in an orientation session following the Closing Business Session.

To qualify as a candidate at the time of voting, the APhA-ASP member must have completed the following:

1. Submitted an acceptable application for APhA-ASP elected office. Applications must include an unofficial transcript and completed Chapter Advisor signature page.
2. Completed the Regional Officer Candidate Examination.
3. Participated in the Meet the Candidates Session.
4. Been interviewed by the Regional Nominating Committee.
5. Provide up to a four-minute speech during the MRM Closing Business Session.
6. Be present during the MRM Closing Business Session in which he/she is elected. If elected, the candidate must participate in an orientation session following the Closing Business Session.

**ELECTION PROCEDURES**

**Required Meetings**
Candidates seeking APhA-ASP Regional Office position a required to participate in the following meetings:

- **Meet the Candidates**
  Session held in conjunction with the MRM Expo. Student pharmacists will have a chance to meet with Regional Officer candidates to have their questions answered. Candidates may display their poster during this session but are not required to do so.

- **Regional Nominating Committee**
  The Nominating Committee will meet in closed session on Saturday of the APhA-ASP Midyear Regional Meeting to interview and slate candidates. Prior to meeting with the Nominating Committee, a written exam in the area of APhA-ASP organizational affairs will be administered at that time. The written exam will be graded as pass/fail (70% to pass), and scores will be forwarded to the APhA-ASP Nominating Committee for their review. All scores will be kept confidential. Candidates may request their individual scores after their closed session interview with the APhA-ASP Nominating Committee.

  Each candidate shall appear before the Nominating Committee for an interview at a time determined by that Committee and prominently posted at the Midyear Regional Meeting site. After all candidates have been interviewed, the Nominating Committee shall prepare a slate of nominees. An informal announcement of the slate may be made at any time after the committee's selection and prior to the session at which the elections will be held. Please see the section, “Nominating Committee” for more information about the Regional Nominating Committee.

- **Closing Business Session**
  The Closing Business session is held on Sunday morning of the Midyear Region Meeting and all regional officer candidates are required to attend this session. During the Closing Business Session, the Regional Nominating Committee shall make its formal report to the House. Candidates slated for office as well as candidates nominated from the floor will be allowed to provide up to a four-minute speech to the House and audience. Election of regional officers will take place after the speeches for each office have been completed.
Incoming/Outgoing Regional Officer Meeting
If elected to office, all past and newly elected regional officers are required to attend a brief incoming/outgoing meeting to exchange contact information, obtain a regional officer binder and ask any questions about the upcoming year.

Nominating Committee
The Regional Nominating Committee is charged with interviewing the candidates for regional office and developing a slate of two candidates for each position. The Committee shall attempt to evaluate the candidates by using questions and discussion, which may or may not be related to APhA-ASP or pharmacy.

The Committee will meet the candidates individually in closed session on Saturday afternoon for the purpose of interviewing each candidate for regional office.

The Chairperson of the Nominating Committee shall announce the official slate prior to the balloting for each office. An unofficial announcement may be made at any time after slating is completed. The slate shall consist of two candidates for each of the offices of Regional Delegate, Regional Member-at-large, and Midyear Regional Meeting Coordinator.

The Nominating Committee will be responsible for ensuring that all candidates adhere to the regulations and procedures for regional officer elections. At the discretion of the Nominating Committee, candidates may be ruled ineligible for election for violating any regional officer regulations or procedures.

Campaign Materials
Candidates are allowed to prepare and present a two-dimensional poster (no larger than 24” x 36” or 36” x 24”) with their qualifications and platform. Easels will be provided at the Midyear Regional Meeting for candidates to display their poster. It is highly recommended that posters have a foam or cardboard back to support the poster. Candidates are responsible for their poster throughout the meeting.

No promotional materials that include descriptions of candidate qualifications or platform may be distributed at any time during the Midyear Regional Meeting. “Giveaway” promotional materials must be approved by APhA Staff prior to the Midyear Regional Meeting. Examples of acceptable items include buttons, stickers, and ribbons.

Money does not win elections. Candidates are encouraged to use fiscal responsibility when developing their campaign materials.

No campaigning via print or electronic media prior to the Midyear Regional Meeting will be allowed once an application for regional office has been submitted.

Voting Procedure
Voting will take place during the Closing Business Session of the APhA-ASP Midyear Regional Meeting and is subject to the policies and procedures detailed in the APhA-ASP Standing Rules for the House of Delegates.
SECTION I--GENERAL INFORMATION

A. Candidate for the Position of (Please Check):

___ APhA-ASP Regional Delegate

___ APhA-ASP Regional Member-at-large

___ APhA-ASP Midyear Regional Meeting Coordinator

B. Candidate’s Full Name:

____________________________________________________________________________________

(Last) (First) (Middle or Middle Initial)

C. Candidate’s APhA Membership ID #: ________________________________

D. Candidate’s School or College of Pharmacy:

____________________________________________________________________________________

Please indicate the type of program at your school or college of pharmacy and your current year:

___ 3 year PharmD Program ___ 1st ___ 2nd ___ 3rd

___ 4 year PharmD Program ___ 1st ___ 2nd ___ 3rd ___ 4th

___ 6 year PharmD Program ___ 1st ___ 2nd ___ 3rd

___ 4th ___ 5th ___ 6th

E. Candidate’s Anticipated Date of Graduation: __________________________ (Month / Year)

F. Candidate’s E-mail Address:

____________________________________________________________________________________

G. Candidate’s Mailing Address (During the School Year):

____________________________________________________________________________________

(Street) (Apt. No.)

____________________________________________________________________________________

(City) (State) (Zip Code)
SECTION I--GENERAL INFORMATION (continued)

H. Candidate’s Telephone Number:

__________________________________________________________

(Area Code)

I. Candidate’s Mobile Telephone Number:

__________________________________________________________

(Area Code)

J. Attach a copy of your most recent unofficial transcript. If you are unable to do so onsite, a copy must be submitted to APhA staff within two weeks following MRM.

SECTION II--BACKGROUND AND EXPERIENCE

A. List any previous leadership experiences you have had on the national, state, and local levels. Be sure to include any specialized talents or skills, along with all pertinent information that indicates your qualities to fulfill the position you seek. Also, specifically list any positions you have previously held in the APhA Academy of Student Pharmacists on the local, regional and/or national level. Please use only the space provided.

B. List any professional honors and/or awards you have received and the reasons why they were awarded.
SECTION III—GOALS OF CANDIDATE FOR ELECTED POSITION

Write a concise statement in 200 words or less, which includes your goals for the position you seek, how you would attempt to achieve these goals, and your general philosophies about the APhA Academy of Student Pharmacists, its programs and activities. If time allows, candidates may be asked to read their statement at the end of the Policy Proposal Forum. If time does not allow, the statement will be read by the National Executive Committee member. Therefore, please type or neatly print this section as a courtesy to the national officer who will be reading your statement. Statements exceeding 200 words will be truncated at the word limit.
SECTION IV- STATEMENT OF CONSENT

I am aware of the responsibilities outlined for the American Pharmacists Association Academy of Student Pharmacists (APhA-ASP) elected position to which I am seeking nomination.

If elected, and I find that I am unable to fulfill the duties for that position; I understand that APhA has the authority to replace me with a qualified candidate.

If elected, I agree to serve APhA and APhA-ASP to the best of my ability and to the best of my knowledge.

If elected, I agree to serve APhA and APhA-ASP with sound moral and ethical judgment and understand that APhA may remove me from my office if my actions violate sound moral and ethical judgment.

If elected, I understand that I upon the discretion of APhA, I may have to resign from any local, regional or national positions held in APhA-ASP or any other pharmacy and non-pharmacy associations, clubs, or organizations.

I have read, understand, and will comply with the APhA-ASP Regional Officer Election Regulations and Procedures and will use fiscal responsibility when campaigning for office.

I have read and understand the APhA-ASP House of Delegates Rules of Procedure and understand election process for the office I am seeking.

I am currently in good academic standing at my school or college of pharmacy. I understand that if elected to the position I must maintain successful academic performance throughout my term in office.

I understand that my picture, e-mail address and qualifications may be posted on the APhA-ASP website, used in APhA-ASP publications and will be utilized during the elections process at the Midyear Regional Meeting.

I understand that APhA reserves the right, upon its discretion, to remove any elected or appointed officer from his/her position.

I agree that all statements on this application are true. I understand that any false statements or the failure to complete this application accurately may result in my disqualification as a candidate for an APhA-ASP elected position.

Signature of Candidate:  __________________________________________

Please print name here:  __________________________________________

Date signed:  __________________________________________
SECTION V- CHAPTER ADVISOR’S APPROVAL

Dear APhA-ASP Chapter Advisor:

One of your students, _______________________________ (candidate’s name), is seeking a regional officer position in the American Pharmacists Association Academy of Student Pharmacists (APhA-ASP). All APhA-ASP elected officers are to remain in school during their terms of office and occasionally attend meetings and conferences during the school year. At times, serving as an APhA ASP Regional Officer is a difficult and demanding job, but the office is meant to complement, not compete with a student’s education. An elected officer’s education always takes the higher priority.

The APhA ASP Regional Nominating Committee and APhA Staff would like to know if you support this individual’s efforts to seek a regional elected position. After reviewing the information submitted by the applicant, please sign this form if you can attest that:

• The candidate, as a student in your school or college of pharmacy, has a satisfactory record of performance (academic: minimum 2.5 GPA on a 4.0 scale);

• The responsibility of being elected as an APhA-ASP Regional Officer will not negatively affect the student’s current academic standing;

• The student is capable of fulfilling his/her responsibilities as an APhA-ASP Regional Officer;

• The student is of sound moral and ethical judgment; and

• If elected, the student will have the full support of the dean and chapter advisor(s) of your school or college of pharmacy.

In addition, please understand that if elected to this position, it will be necessary for the student to travel throughout the year. The student is required to attend the APhA-ASP Regional Officers Meeting in Washington, DC (three days in January), the APhA Annual Meeting & Exposition (four days in March or April), as well as participate in APhA-ASP Midyear Regional Meetings.

Signature of Advisor: ____________________________________________

Please print name here: ____________________________________________

Date signed: ____________________________________________