



**UNIVERSITY OF THE PHILIPPINES ALUMNI ASSOCIATION (UPAA)
SCHOOL OF URBAN AND REGIONAL PLANNING (SURP) CHAPTER**



**NOMINATION FORM
Election for the Board of Trustees
2018-2020**

To provide needed and relevant information regarding those who are interested to serve as Board of Trustees and eventually an officer of the UPAA-SURP Chapter, please follow the information guide below to provide basic information about yourself and your desire to become a nominee for the coming UPAA-SURP Chapter Election for the Board of Trustees. Please be guided to include the following in your nomination package:

1. A Letter of Nomination

This letter is written by the nominator (or self-nominator), proposing the candidate be considered for office. This letter can address how the potential candidate is qualified to be a nominee for the eleven (11) Board of Trustees positions.

2. A completed Nomination Form (see below)

3. A Written Statement of Qualification/Potential Contribution

This is a letter from candidates explaining why they consider themselves qualified for the positions being considered (1 page limit). This should include a statement of how you can contribute to the Vision-Mission of UPAA-SURP. Identify some programs and projects that you can spearhead.

4. Nominee's Curriculum Vitae highlighting the year graduated at UPSURP and the professional and personal engagements you had that would be helpful to the fulfillment of the vision-mission of the organization and the welfare of the UPSURP Alumni and students, faculty and the academic community in general.

5. Three (3) written endorsements (can be emails from three (3) alumni, faculty and or students of SURP) indicating support of the nomination

The **Nomination Form** will contain the following:

- 1. Name**
- 2. Course taken at SURP**
- 3. Year Graduated**
- 4. En.P. License No. (though not required as nominee)**
- 5. Address**
- 6. Phone**
- 7. E-mail**
- 8. Expression of Interest and description of qualifications to be a nominee for the Board of Trustees**
(Note: Must be an alumni or student of SURP and updated in membership dues at UPAA-SURP)
- 9. Past activities and engagement with UPAA-SURP and SURP and other related links.**
- 10. Potential contribution to the fulfillment of the Vision-Mission of UPAA-SURP.**
- 11. Three (3) endorsement communications.**
- 12. CV of the Nominee**

Please send the above nomination package to creuliwag@yahoo.com or icdizonhilario@up.edu.ph not later than **11:59 pm of October 19, 2018**. The list of candidates will be posted at the SURP Website and/or UPA-SURP FB Page at 1:00 pm of October 20. The updating of membership dues can be done until before the start of election on October 22. Voting can be done by ballot or acclamation depending on the number of Confirmed candidates and members attending.