



National Hampton Alumni Association, Inc.
ELECTION PROCESS SCHEDULE | Fiscal Year 2022~2024

2021

- October 4** Nominations and Nominee Agreement forms, Elections Process Schedule, Campaign Guidelines, Qualifications for Office, and Letter for Chapter Presidents provided by the Nominations Chair (Chair), must be emailed to the Board of the NHAA, Inc., Chapter Presidents, and Office of Alumni Affairs (OAA) by the Corresponding Secretary.
- November 12** Nominations and Nominee Agreement forms must be returned to Chair via United States Postal Service (USPS) and/or email with original signatures. Email copies with original signatures are acceptable. Forms must be received, not postmarked by the deadline.
- November 15** Names of the nominees are sent to Credentials Chair by the Nominations Chair.
- December 6** Credentials Chair determines eligibility of nominees and notifies the Nominations Chair, ineligible candidates, and the nominating chapters of the ineligible candidates.
- December 13** Chair sends campaign guidelines, photo, biographical and platform requests to nominees.
- December 20** Chair receives signed endorsement forms from the candidates.
- December 28** Chair receives photos and biographical and platform data from the nominees, not postmarked, via email and USPS.

2022

- January 6** Slate of nominees is submitted to the Board President to be included on the agenda for the Winter Board Meeting.
- January 28** If necessary, Board nominations must present their nominee photos and biographical and platform data to the Chair at the Board meeting or at the latest, by the Monday after the Council meeting. The Alumni Council approves the slate of nominees.
- January 28** **Campaigning starts after the approval of the slate.**
- February 1** The slate with the biographical data and photos of candidates, along with the letter to alumni will be sent to the OAA by the Chair.
- February 18** If indicated, outside vendor sends ballots (email and USPS) for receipt by March 1, 2022.
- March 31** **The campaign period ends for all candidates.**
- April 1** Outside vendor receives ballots (email and USPS) by midnight April 1, 2022 deadline.
- April 19** Teller Committee confirms the tally report results from OAA to the Board and notifies the candidates of election results via formal letter (email and USPS).
- April 20** Teller Committee announces results via social media.
- May 14** Teller Committee announces election results at the NHAA, Inc., Plenary Meeting during Reunion Weekend 2022. OAA communicates election results to alumni via email and social media and via USPS for alumni without email access.