

# MEDICAL STUDENTS' ASSOCIATION OF RWANDA (MEDSAR)



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## ELECTION INTERNAL REGULATIONS

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## ELECTION

### Article 1: Preamble

The goals of the election internal regulation are:

- To assure free and fair discussion of issues and full exposition of a candidate's and members positions;
- To assure free and fair voting procedures, Receptions and/or hospitality should not be used for promotion of a candidate;
- To assure the voice of the electorate is fully heard and finally implemented;
- To assure student elections are conducted in a manner that will not be detrimental to the academic well-being of the University.
- To encourage students to run a fair campaign, avoiding the use of malicious, false, and misleading information.

The Committee will abide by and uphold all University policies including, but not limited to, the medical Student Code of Conduct. The Committee will abide by and uphold applicable state laws.

Committee shall publish the provisional list of candidates and the list of associate members to publication offices one week before election.

### Article 2: Voters, Candidates

#### A. Voters

➤ **Eligibility:**

Only members, who have paid all membership fees, shall be eligible to vote.  
All eligible voters may vote for candidates running for election.

#### B. Candidates

➤ **Qualifications of all Candidates**

- a. a candidature should never be accepted unless you are a MEDSAR member for one-year MEDSAR mandate.
- b. All candidates must abide with these rules.
- c. All candidates, must properly fill a Google form and submit documents that corresponds to the supervising committee; a filling form requires at a minimum that:

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- A candidate shall be Medical student;
  - Registered member of MEDSAR;
  - Have fully paid the MEDSAR membership fee;
  - Active member of MEDSAR (At least a member of one standing committee)
  - Not a member of the Supervising Council;
- d. The committee will give one notice lasting 24 hours, afterwards will omit or cause to be removed any missing documents or improperly filled online application form.
- e. A person may not be a candidate for two or more positions that cannot be held simultaneously.
- f. Candidates who have submitted their filing form shall have five days before election to ask their name be removed from the ballot if they so choose, and final list to be published 4 days before election.
- g. A candidate entitled rights:
- Candidates' names will be placed on the ballot if they are an eligible candidate
  - A candidate who becomes ineligible before election has the right to claim.
  - It shall be the responsibility of the Committee to take reasonable steps to inform the electorate of the candidate's status.
- h. Candidates for any position are required to submit goals, principles, in the plan of action with the following documents, and has to be archived in MEDSAR office and MEDSAR Cloud storage
- A. Filled google form (application form)
  - B. CV (two pages max)
  - C. Plan of action (strategic plan)
  - D. Motivational letter (500 words max)
  - E. Two passport photos picture and two big colored posters
- i. A candidate must know very well the activities, vision of association and at least one year in Association.
- j. A candidate must meet all requirements, which are stated above.
- k. Every candidate for being an active member should have a recommendation letter from standing committee, national officer

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➤ **Particular Qualifications for Candidates**

1. **President**

- The Candidate on position should be between PCL II and DOC II
- The Candidate on position should have attended at least 2 MEDSAR General Assemblies or 1 General Assembly and ARM
- The Candidate should be a person of integrity

2. **Vice-presidents (External affairs, internal affairs, Finance, public office and communication), Secretary and national officers.**

- The Candidate on position should be between PCL II and DOC III
- The Candidate on position should have attended at least 1 MEDSAR General Assembly
- The Candidate on position should be a person of integrity

3. **Supervising committee candidates must**

- Have currently paid membership fees.
- The Candidate on position should have attended at least 2 MEDSAR General Assemblies or 1 General Assembly
- The Candidate should be a person of integrity
- One of the candidates from former EB or supervising committee

**C. Validity of candidatures**

- a. A candidate should be an officially registered MEDSAR member.
- b. A candidate with an official position in other organizations cannot apply for MEDSAR president position.
- c. The candidates should have topped the MEDSAR candidate's evaluation FORM which can be renewed and approved by both acting EB & SUPCO.

**Article 3: Campaign Rules**

In General Candidates may begin authorized campaigning on the time given by supervising council. They cannot begin authorized campaigning until they get the permission. All candidates shall campaign in accordance with the policies of university.

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## Article 4: Ballot Rules

### I. Ballot Authority

The ballot to be used shall be determined by the supervising council

### II. Positions on the Executive Committee Ballot

- President
- Vice-President Internal affair
- Vice-President External affair
- Vice-President of communication and publication
- Secretary
- Vice-president of Finance
- 6 National officers

Standing committee	Number of Seats
SCOPH	1
SCORE	1
SCOPE	1
SCORP	1
SCOME	1
SCORA	1

### III. Positions on the Supervising council Ballot

Supervising council consist of 5 peoples

- Chairperson
- Vice chairperson
- Secretary
- 2 members.

### IV. Structure of the Ballot

Candidates' names on the ballot shall be determined as follows:

- The ballot shall list each candidate's name, correct surname, and where relevant, his or her post.

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- The order in which names will appear on the ballot will be alphabetical.

### Article 5: Voting Procedures

- I. Voting shall be made by secret ballot, with each delegate entitled to cast one vote for each office to be filled.
- II. In the meeting and in General assembly the vote can be decided by president.
- III. The candidates for each office receiving a majority of the votes cast for that office shall be elected.
- IV. In case, candidates obtain equal votes, the election will be repeated between those candidates; if happen again only EC and supervising council will vote those candidates.

### Article 6: Voting time

The Election has to occur in the General Assembly, the Executive committee in November and the Supervising Council in March.

In case the election is not done in the GA, the other date will be determined by the supervising counsel only.

### Article 7: Post- election

An elected person either in EB, standing committee directors and supervising council have not the rights to lead any other event or projects. It will require the call for application for the organizing committee or project coordination team.

Done at HUYE | 2<sup>ND</sup> -3<sup>RD</sup> APRIL 2021

**HAKIZIMANA Eric**

Chairperson of MEDSAR Supervising Council



**NDAGIJIMANA SERGE**

MEDSAR President 2020-2021



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