



**MBARARA UNIVERSITY OF SCIENCE AND TECHNOLOGY
PHARMACY STUDENTS' ASSOCIATION
P.O.BOX 1410
MBARARA, UGANDA**



THE ELECTORAL COMMISSION

Email: speaker@mbupsa.org Tel: +256703987353

Date: 12TH OCTOBER, 2024

Our Ref: 47/PD/2024

Your Ref:.....

To: **All Members of MBUPSA**

Dear all,

RE: CALL FOR APPLICATIONS FOR POSITIONS ON THE MBUPSA EXECUTIVE

I hope this letter finds you well.

By the powers granted unto me through the MBUPSA constitution under *Part B Article 16 sections g and h*, I would like to formally announce the commencement of the electoral process for a new Executive Committee.

On behalf of MBUPSA as Speaker and Chairman of the Electoral Commission for this election cycle, it is my duty to oversee a smooth and transparent transition of leadership.

In light of this, I hereby call for nominations of potential candidates for the following positions within the Executive Committee:

EXECUTIVE POSITION	NOMINATION FEE
PRESIDENT	120000
VICE PRESIDENT	100000
FINANCE SECRETARY	90000
SPEAKER	80000
GENERAL SECRETARY	80000
ORGANIZING SECRETARY	70000
DEPUTY ORGANIZING SECRETARY	65000
THE QUALITY ASSURANCE OFFICER	50000
LEGAL ADVISOR	50000
THE HEAD SPORTS COMMITTEE	50000
THE HEAD ACADEMIC, RESEARCH AND INNOVATIONS COMMITTEE	50000



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DEPUTY HEAD ACADEMIC, RESEARCH AND INNOVATIONS COMMITTEE	40000
THE HEAD EDITORIAL COMMITTEE	50000
THE HEAD ICT COMMITTEE	50000
DEPUTY HEAD ICT COMMITTEE	40000
PUBLIC RELATIONS OFFICER	50000
DEPUTY PUBLIC RELATIONS OFFICER	40000
CLASS REPRESENTATIVE 1 st YEAR	35000
CLASS REPRESENTATIVE 2 nd YEAR	35000
CLASS REPRESENTATIVE 3 rd YEAR	35000
POST GRADUATE REPRESENTATIVE	50000

ELIGIBILITY CRITERIA

1. All candidates must be active members of MBUPSA with **at least 75% participation** in all activities.
2. Must have paid that semester's **subscription dues** before applying.
3. Must be well disciplined.
4. Must not be a black listed member of the association.
5. Must be a non – convicted citizen of Uganda.
6. Must familiarize themselves with the constitution.
7. Candidates should demonstrate leadership qualities, commitment to service, and a passion for the advancement of the Pharmacy profession.
8. For the **Presidential position**, the candidate must have served as a member of the previous executive committee(s).



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NOMINATION GUIDELINES

- Nominations are open to all registered and fully subscribed members of MBUPSA.
- Each candidate must be nominated by at least four members, one from every class.
- All interested applicants should clear the **non-refundable nomination fee** before handing in the nomination forms.
- Nomination forms are available on our MBUPSA website - <https://mbupsa.org>
- Filled Nomination forms will be submitted together with CVs, photocopy of student's ID, handwritten application letter, manifesto and evidence of clearance of nomination fees not later than Saturday 19th October, 2024 at 5pm.
- Issues to do with nomination fees and forms will be handled by officials in **room 311 gents' flat**.
- Applicants must have also paid the **semester's subscription dues** before applying.
- Applicants contesting for Public Relations Officer and Deputy Public Relations Officer should have active social media accounts i.e. Instagram, Whatsapp, and X accounts with a good following. (Include your X handles)
- Applicants contesting for the position of Head of ICT Committee should be able to make a poster and submit their work to the incumbent Head of ICT for scrutiny before vetting.
- Applicants must not be a black listed member of the association



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ROAD MAP

ACTIVITY	TIMELINE
CALL FOR APPLICATIONS	12 TH OCTOBER, 2024
FILLING AND SUBMISSION OF NOMINATION FORMS	13 TH – 19 TH OCTOBER, 2024 (5PM)
REVIEW OF APPLICATIONS BY ELECTORAL COMMITTEE	20 TH OCTOBER, 2024
VETTING	22 ND OCTOBER, 2024
ANNOUNCEMENT OF SUCCESSFUL CANDIDATES	23 RD OCTOBER, 2024
HANDLING OF APPEALS	23 RD – 24 TH OCTOBER, 2024 (NOON)
HANDOVER	25 TH OCTOBER, 2024

I encourage all members who meet the eligibility criteria to consider this as an opportunity to serve and lead our great association. Together, we can continue to uplift the undisputed legacy of MBUPSA and work towards the betterment of the Pharmacy program at MUST and eventually be of great relevance to the Pharmacy profession at large.

For any inquiries or clarification regarding the nomination process or elections, please do not hesitate to contact me.

Thank you for your continued support and participation.

Yours sincerely,

LUKWAGO JOSEPH

Speaker, MBUPSA

Chairman, MBUPSA Electoral Commission

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