



**2019- 2020  
Nomination Packet**

Greetings Potential ASMJC Candidates,

Congratulations on taking a very important step in your growth as a leader. Being a part of the Associated Students of Modesto Junior College (ASMJC) has been one of the most inspiring, rewarding, and life changing experiences that I have ever been a part of.

Being a part of ASMJC is not a part time commitment. Please understand that as a member of ASMJC you will have many responsibilities that will absorb a great deal of your time. One of the first things to learn and develop are your time management skills. Do not let the commitment deter you. We have an amazing and caring staff that will walk with you on this journey.

The bonds you will make with fellow officers and students, the knowledge you will gain, and the leadership experience all in serving your fellow students will be very rewarding.

I wish you the best of luck in running for office. I will leave you with one piece of advice: *You will get out of this what you put into it.*

Please let me or our Campus Life & Student Learning staff know if you have any questions.

*Cristian Alvarado*

ASMJC Director of Political Development

ASMJC Elections Chair

## **ASMJC ELECTIONS TIMELINE – 2019**

<b>January 14 – March 1</b>	Nomination Period – Application Available
<b>March 1</b>	Last Day to Turn in Application for Candidacy
<b>March 4-8</b>	Mandatory Candidate Briefings (Must attend one) <ul style="list-style-type: none"><li>• 3/4 @ 9am in Student Activities Center</li><li>• 3/5 @ 4pm in Student Activities Center</li><li>• 3/6 @ 2:30pm in Student Activities Center</li><li>• 3/7 @ 12:30pm on West Campus MSR ASMJC Office</li><li>• 3/8 @ 10am in Student Activities Center</li></ul>
<b>March 4 – April 2</b>	Campaigning period
<b>April 1, 2019</b>	Voting, West Campus, Mary Stuart Rogers Building, 10am-6pm
<b>April 2, 2019</b>	Voting, East Campus, Student Center, 10am-6pm
<b>April 3, 2019</b>	All campaign materials must be removed
<b>April 3, 2019</b>	Election Results announced

## OVERVIEW OF POSITIONS

- |                                     |   |
|-------------------------------------|---|
| --ASMJC President                   | --ASMJC Director of Student Relations     |
| --ASMJC Vice President              | --ASMJC Director of Political Development |
| --ASMJC Director of College Affairs | --ASMJC Secretary                         |
| --ASMJC Senators                    |   |

### Executive Officers

#### **President**

- Prepares the agenda for, and presides over, the Student Senate meetings.
- Represents ASMJC, and the Student Senate, when requested and required.
- Reports on ASMJC activities, events, and conferences to the YCCD Board of Trustees and other College-Wide Committees.
- Fills any vacancies on the Student Senate or Executive Council.
- Makes appointments to Standing Committees, as well as ensures the full participation of the students they appoint.
- Serve on one (1) College-Wide Committee
- Holds a minimum of ten (10) office hours per week.

#### **President's Mandatory Commitments:**

- YCCD Board Meetings every 2<sup>nd</sup> Wednesday of the month
- Summer Training every Monday in Summer (May 13<sup>th</sup> – August 19<sup>th</sup>) from 3pm-5pm
- Swearing In Ceremony (June 3, 2019 at 3pm)
- Summer Retreat (August 8, 2019 [leave at 3pm] – August 12, 2019 [return at 3pm])
- Summer Sonata (July 18, 2019 from 5pm – 9:30pm)
- Winter Retreat (December 13<sup>th</sup> [leave at 3pm] – December 17<sup>th</sup> [return at 3pm])
- Mini Leadership Retreat (January 4, 2020 at 5am-4pm)
- ASMJC Senate Meetings 1<sup>st</sup> and 3<sup>rd</sup> Friday of the month 3-5pm
- ASMJC Executive Council meetings 1<sup>st</sup> and 3<sup>rd</sup> Friday of the month 1-2pm

#### **ASMJC Mandatory Commitments**

- Homecoming Football (September/October 2019)
- ASMJC Fall 2019 Town Hall (November 7, 2019)
- ASMJC Spring 2020 Town Hall (March 12, 2019)
- Fall Cram Night (December 5, 2019 from 5:30pm-10pm)
- Homecoming Basketball (January 2020)
- Dr. Martin Luther King (February 2020 from 5pm-9pm)
- African American Education Conference (February 22, 2020 from 6am-2pm)
- Hispanic Education Conference (October 12, 2019 from 5am-3pm)
- Campus Life Gala (April 22, 2020 from 5:30pm-9pm)
- Spring Cram Night (April 23, 2020 from 5:30pm – 10pm)
- MJC Graduation Luncheon (April 24, 2020 from 10am-1pm)
- MJC Graduation 2019 (May 1, 2020 from 3pm-9pm)

## **ASMJC Vice President**

- Prepares the agenda for, and presides over, the Executive Council meetings.
- Represents the Executive Council when requested and required.
- Responsible for the recruitment of candidates to vacant positions on the Executive Council, Student Senate and Standing Committees, and providing recommendations to the President and Student Senate.
- Provides monthly accountability reports of Executive Officers and Student Senators.
- Serve on one (1) College-Wide Committee.
- Holds a minimum of ten (10) office hours per week.

### **Vice President's Mandatory Commitments**

- Summer Training every Monday in Summer (May 13<sup>th</sup> – August 19<sup>th</sup>) from 3pm-5pm
- Swearing In Ceremony (June 3, 2019 at 3pm)
- Summer Retreat (August 8, 2019 [leave at 3pm] – August 12, 2019 [return at 3pm])
- Summer Sonata (July 18, 2019 from 5pm – 9:30pm)
- Winter Retreat (December 13<sup>th</sup> [leave at 3pm] – December 17<sup>th</sup> [return at 3pm])
- Mini Leadership Retreat (January 4, 2020 at 5am-4pm)
- ASMJC Senate Meetings 1<sup>st</sup> and 3<sup>rd</sup> Friday of the month 3-5pm
- ASMJC Executive Council meetings 1<sup>st</sup> and 3<sup>rd</sup> Friday of the month 1-2pm

### **ASMJC Mandatory Commitments**

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- Spring Cram Night (April 23, 2020 from 5:30pm – 10pm)
- MJC Graduation Luncheon (April 24, 2020 from 10am-1pm)
- MJC Graduation 2019 (May 1, 2020 from 3pm-9pm)

## **ASMJC Director of Political Development**

- The Director of Political Development or his/her designee shall serve as the Chair of the Political Development Committee and shall prepare the agenda for the meetings at which he/she presides.
- The Director of Political Development shall represent the Political Development Committee at times and places where such representation is required and shall prepare and present reports of Political Development Committee activities to the Student Senate.
- The Director of Political Development shall be required to hold and run ASMJC elections and at least one (1) political forum per school year.
- The Director of Political Development shall be responsible for researching and providing updates on federal, state, or local legislation that may have a significant impact on students.
- The Director of Political Development shall be responsible for advising the Student Senate on all matters pertaining to legislation.

### **Director of Political Development's Mandatory Commitments:**

- Summer Training every Monday in Summer (May 13<sup>th</sup> – August 19<sup>th</sup>) from 3pm-5pm
- Swearing In Ceremony (June 3, 2019 at 3pm)
- Summer Retreat (August 8, 2019 [leave at 3pm] – August 12, 2019 [return at 3pm])
- Summer Sonata (July 18, 2019 from 5pm – 9:30pm)
- Winter Retreat (December 13<sup>th</sup> [leave at 3pm] – December 17<sup>th</sup> [return at 3pm])
- Mini Leadership Retreat (January 4, 2020 at 5am-4pm)
- ASMJC Senate Meetings 1<sup>st</sup> and 3<sup>rd</sup> Friday of the month 3-5pm
- ASMJC Executive Council meetings 1<sup>st</sup> and 3<sup>rd</sup> Friday of the month 1-2pm
- Run 2020 Elections

### **ASMJC Mandatory Commitments**

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- ASMJC Spring 2020 Town Hall (March 12, 2019)
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- Campus Life Gala (April 22, 2020 from 5:30pm-9pm)
- Spring Cram Night (April 23, 2020 from 5:30pm – 10pm)
- MJC Graduation Luncheon (April 24, 2020 from 10am-1pm)
- MJC Graduation 2019 (May 1, 2020 from 3pm-9pm)

## **ASMJC Director of College Affairs**

- The Director of College Affairs or his/her designee shall serve as the Chair of the College Affairs Committee and shall prepare the agendas for the meetings at which he/she presides.
- The Director of College Affairs shall be required to represent the College Affairs Committee at times and places where such representation is required.
- The Director of College Affairs shall be responsible for maintaining communications with MJC staff, faculty, administrators, and students about current MJC Initiatives, Policies, and Plans (including, but not limited to, the Student Equity Plan, Student Success & Services Program (SSSP), Educational Master Plan (EMP), etc.) that will affect students.
- The Director of College Affairs shall report to the Student Senate on pertinent college Initiatives, Policies, and Plans (including, but not limited to, the Student Equity Plan, Student Success & Services Program (SSSP), Educational Master Plan (EMP), etc.) that benefit the students of MJC.
- The Director of College Affairs shall report to the Student Senate on pertinent changes to YCCD Board Policy that affects students.

### **Director of College Affairs' Mandatory Commitments:**

- Summer Training every Monday in Summer (May 13<sup>th</sup> – August 19<sup>th</sup>) from 3pm-5pm
- Swearing In Ceremony (June 3, 2019 at 3pm)
- Summer Retreat (August 8, 2019 [leave at 3pm] – August 12, 2019 [return at 3pm])
- Summer Sonata (July 18, 2019 from 5pm – 9:30pm)
- Winter Retreat (December 13<sup>th</sup> [leave at 3pm] – December 17<sup>th</sup> [return at 3pm])
- Mini Leadership Retreat (January 4, 2020 at 5am-4pm)
- ASMJC Senate Meetings 1<sup>st</sup> and 3<sup>rd</sup> Friday of the month 3-5pm
- ASMJC Executive Council meetings 1<sup>st</sup> and 3<sup>rd</sup> Friday of the month 1-2pm
- Student Success & Equity Committees 1<sup>st</sup> and 3<sup>rd</sup> Monday at 3-5pm

### **ASMJC Mandatory Commitments**

- Homecoming Football (September/October 2019)
- ASMJC Fall 2019 Town Hall (November 7, 2019)
- ASMJC Spring 2020 Town Hall (March 12, 2019)
- Fall Cram Night (December 5, 2019 from 5:30pm-10pm)
- Homecoming Basketball (January 2020)
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- Spring Cram Night (April 23, 2020 from 5:30pm – 10pm)
- MJC Graduation Luncheon (April 24, 2020 from 10am-1pm)
- MJC Graduation 2019 (May 1, 2020 from 3pm-9pm)

## **ASMJC Director of Student Relations**

- The Director of Student Relations or his/her designee shall serve as the Chair of the Student Relations Committee and shall prepare the agendas for the meetings at which he/she presides.
- The Director of Student Relations shall be required to represent the Student Relations Committee at times and places where such representation is required.
- The Director of Student Relations shall be responsible for maintaining communications with the student body about upcoming ASMJC events.
- The Director of Student Relations shall provide the students and the media with press releases, as well as supervise any media that is distributed to the student body by ASMJC, with the approval of the Student Senate.
- The Director of Student Relations shall conduct surveys within the student body for the purpose of providing ASMJC with direction in its functions.
- The Director of Student Relations shall be a liaison to the Inter-Club Council as a non-voting member.
- The Director of Student Relations shall be responsible for advising the Student Senate on all matters pertaining to student relations.

### **Director of Student Relations' Mandatory Commitments**

- Summer Training every Monday in Summer (May 13<sup>th</sup> – August 19<sup>th</sup>) from 3pm-5pm
- Swearing In Ceremony (June 3, 2019 at 3pm)
- Summer Retreat (August 8, 2019 [leave at 3pm] – August 12, 2019 [return at 3pm])
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- Mini Leadership Retreat (January 4, 2020 at 5am-4pm)
- ASMJC Senate Meetings 1<sup>st</sup> and 3<sup>rd</sup> Friday of the month at 3-5pm
- ASMJC Executive Council meetings 1<sup>st</sup> and 3<sup>rd</sup> Friday of the month 1-2pm
- ICC meetings (every other Tuesday from 2:30-4:00pm)
- ASMJC Fall 2019 Town Hall (November 7, 2019)
- ASMJC Spring 2020 Town Hall (March 12, 2020)

### **ASMJC Mandatory Commitments**

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- ASMJC Fall 2019 Town Hall (November 7, 2019)
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## **ASMJC Secretary**

- The Secretary shall take minutes at meetings of the Executive Council, and shall ensure the distribution of those minutes to each member before each Executive Council meeting.
- The Secretary shall take minutes at all meetings of the Student Senate, and shall ensure the distribution of the minutes and all other supporting documents, including ASMJC financial reports, to each member before each Student Senate meeting.
- The Secretary shall be responsible for maintaining all documents pertaining to ASMJC.

### **Secretary's Mandatory Commitments**

- Summer Training every Monday in Summer (May 13<sup>th</sup> – August 19<sup>th</sup>) from 3pm-5pm
- Swearing In Ceremony (June 3, 2019 at 3pm)
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## **SENATOR POSITIONS**

### **Senators Duties**

- Assist in the planning, evaluation, collaboration, and progression of all of ASMJC's political development, college affairs, and student relations
- Complete an annual project that will benefit the membership of ASMJC or the surrounding community
- Serve on one (1) standing committee (Political Development, College Affairs, or Student Relations)
- Serve on one (1) College-Wide Committee
- Hold a minimum of five (5) office hours per week

### **Senator's Mandatory Commitments:**

- Summer Training every Monday in Summer (May 13<sup>th</sup> – August 19<sup>th</sup>) from 3pm-5pm
- Swearing In Ceremony (June 3, 2019 at 3pm)
- Summer Retreat (August 8, 2019 [leave at 3pm] – August 12, 2019 [return at 3pm])
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# **CANDIDATE ELIGIBILITY**

Being a member of student government is a major time commitment that will require strong time management, sacrifice, and a willingness to serve and participate. Students are expected to be able to maintain their studies while participating in student government. To be in student government means to lead by example!

## **Per the Bylaws of ASMJC candidates must meet the following eligibility requirements**

### **Article VI, Section 1, Clause C**

A member of Student Government at MJC must not be on Academic Probation, nor have been found responsible for a violation of the Student Code of Conduct at the time of application or during their term of office.

### **Article VI, Section 1, Clause D**

A member of Student Government at MJC must be currently enrolled in a minimum of twelve (12) units during the Fall and Spring semesters, and a majority of the units must be taken at MJC each semester.

### **Article VI, Section 1, Clause E**

A member of Student Government at MJC must maintain a minimum cumulative grade point average (GPA) of 2.5, and must not receive a semester GPA of less than 2.5 while in office.

### **Article VI, Section 1, Clause I**

No member of Student Government may serve in Student Government for more than three (3) separate terms.

### **Article VI, Section 2, Clause C**

Executive Officers must participate in one leadership training course per term. The Associate Dean or his/her designee must approve this leadership training course.

\*Training courses are: Project LEAD Program in the Fall semester; Leadership Book Club in the Spring Semester.

### **Article VI, Section 2, Clause D**

Executive Officers shall not concurrently hold a Student Government position and hold the Inter-Club Council Representative position in a club.

### **Article VI, Section 3, Clause A**

Student Senators must participate in one (1) leadership training course per term. This leadership training course must be approved by the Associate Dean or his/her designee.

\*Training courses are: Project LEAD Program in the Fall semester; Leadership Book Club in the Spring Semester.

### **Article VI, Section 3, Clause B**

Student Senators shall not concurrently hold a Student Government position and hold the Inter-Club Council Representative position in a club. Additionally, no member of ASMJC may serve as an officer in any club. They may only serve as a general club member.

# ASSOCIATED STUDENTS OF MODESTO JUNIOR COLLEGE 2019-2020



The Associate Students of Modesto Junior College (ASMJC) represent Modesto Junior College Students. It is a respected and honorable student leadership organization. ASMJC has a unique responsibility to balance the many demands and expectations during their time as student leaders on campus. They make valuable and consistent contributions to the campus as they carry forward the voice of the students, providing their perspective to ensure the students of the future will be well served. If interested, please fill out application and turn it in in the Student Activities Center office.

*(Please type or print)*

## **STUDENT INFORMATION**

ID Number W# \_\_\_\_\_

NAME \_\_\_\_\_

ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP CODE \_\_\_\_\_

PHONE # \_\_\_\_\_

EMAIL ADDRESS \_\_\_\_\_

CHECK ONE:  New Student  Continuing Student  Returning Student

When is your Date of Birth: \_\_\_\_\_

T-Shirt Size: S M L XL XXL

Polo Shirt: Men's size : \_\_\_\_\_ Women's size: \_\_\_\_\_ (Polo size run small)

What is your ethnicity:

African American  Asian  Eastern Indian  Hispanic/Latino/Latina  Native American

Caucasian  Other \_\_\_\_\_

What gender do you identify with:

Male  Female  Transgender  Other \_\_\_\_\_

## **EDUCATIONAL HISTORY**

Are you a High School graduate?  Yes  No

If so, from what High School? \_\_\_\_\_

What is your major? \_\_\_\_\_

When do you anticipate graduating from MJC? \_\_\_\_\_

Do you plan on transferring?  Yes  No

If so, where? \_\_\_\_\_

Are you a first generation college student?  Yes  No

**ADDITIONAL INFORMATION**

Do you belong to any other school organizations (i.e. clubs, sports, theater, etc.)  Yes  No

If yes, which ones? \_\_\_\_\_

Are you currently employed? If so, where? \_\_\_\_\_

Are you in need of any special accommodations?  Yes  No

Were you referred to ASMJC? If so, by whom? \_\_\_\_\_

Do you belong to any MJC programs (i.e. EOP&S, TRiO, DSPS, etc.)?  Yes  No

If yes, which ones? \_\_\_\_\_

Are you a visual learner or do you prefer written form? Please Circle one: Visual Written Doesn't matter

Do you have a mentor on campus?  Yes  No

If yes, who? \_\_\_\_\_

Have you even been convicted of a felony?  Yes  No

If yes, please identify the date and nature of the offense. \_\_\_\_\_

\_\_\_\_\_

**QUESTIONS (PLEASE FILL OUT IN DETAIL)**

Why are you running for office/or seeking to be appointed?

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

What previous leadership experience do you have? (None is required)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

What do you expect the time commitment to be in ASMJC? Do you foresee any conflicts?

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What skills do you have that will best serve ASMJC?

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I authorize MJC to use my academic or personal success story; through taking pictures, using pictures, printing or posting GPA, biographies, and printed media. This could include any MJC brochures, flyers, social media, web pages, slide shows, television, newspaper articles, or any other college or program or promotional items.

Please check one:  Yes  No

*\*\* Presidential candidates are required to have one (1) term served as an ASMJC senator or ASMJC executive.*

*By checking the box on this application, I acknowledge that I have read, understand, and agree to all the rules and regulations required to run for office in ASMJC. Furthermore, I agree to participate in the mandatory training. I understand that failure to attend one of the three candidate trainings will make me ineligible to run for office.*

**Student Signature:** \_\_\_\_\_

I have reviewed and understood all eligibility requirements and mandatory commitments for the position I am running for. I do not have any conflicts that will prevent me from doing my duties to the fullest.

**Student Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**For more information contact:**

Alejandra Espinoza  
ASMJC Faculty Advisor  
(209) 575-6479  
[espinozaa@mjc.edu](mailto:espinozaa@mjc.edu)

**OFFICE USE ONLY**

Total Units \_\_\_\_\_ Total Degree Units \_\_\_\_\_ Units Enrolled \_\_\_\_\_

CUM GPA \_\_\_\_\_

- Student enrolled in 12 units  Yes  No
- Student GPA 2.5 or higher  Yes  No
- Student Submitted Ed Plan  Yes  No
- Student's enrollment matches Ed plan  Yes  No

Student Eligible  Yes  No

Student Conditionally Eligible  Yes  No

NOTES:

**Field Trip / Activity Release of Liability  
Agreement and Medical Consent**

I, the undersigned, request participation in Campus Life & Student Learning/ASMJC activity, which will be held 2019-2020 school year sponsored by Modesto Junior College ASMJC (hereinafter referred as the “activity”). Knowing and understanding the risks involved with participation in the activity, I hereby voluntarily and willingly assume full and complete responsibility for all losses and damages, including injury, illness and death, resulting from my participation in the activity, including transportation to and from the activity. I agree I am financially responsible for any losses and damages resulting from my participation in the activity.

I certify that I am in good health and have no medical condition preventing my safe participation in this club activity. I agree to use my personal medical insurance and consent to emergency medical treatment in the event such care is required.

In consideration for Modesto Junior College allowing me to participate in the activity, I hereby waive all claims or causes of action against the Yosemite Community College District; Modesto Junior College, its auxiliary organizations, and the officers, employees, volunteers, and agents of each of them arising out of my participation in the activity and hereby release from all liability in connection therewith.

In the event of an emergency, I grant to Modesto Junior College or any of its representatives on the trip the full authority to take action deemed necessary to protect my health and safety at my expense, including but not limited to placing the Participant under the care of a doctor or in a hospital at any place for medical examination and/or treatment, or returning the Participant to their home city as his/her own expense if such return is deemed necessary after consultation with medical professionals.

I have read this release or liability agreement and medical consent and understand the terms used in it and their legal significance. This release of liability is freely and voluntarily given with the understanding that right to legal recourse against the Activity Contact and Facility Owner is knowingly given up in return for allowing my participation in the club activity. My signature on this document is intended to bind not only myself but also my successors, heirs, representatives, administrators, and assigns.

(Initial one of the following statements):

\_\_\_\_\_ I certify that I am 18 years of age or older and the participant.

\_\_\_\_\_ I am the parent or guardian of participant who is under 18 years of age to whom the above statements apply and for whose benefit I am executing this agreement.

\_\_\_\_\_  
Adult Participant Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Participant's Name (print)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent's Signature (required for participants under 18)

Date

\_\_\_\_\_  
Participant's Address      City/State      Zip Code

**Emergency Contact Information**

Student Name: -----

W \_\_\_\_\_  
Student ID Number      Date of Birth      Home Phone      Cell Phone

\_\_\_\_\_  
Emergency Contact Name      Relationship

\_\_\_\_\_  
Address      City      State      Zip Code

\_\_\_\_\_  
Phone Number      Cell Phone

**Medical Information / Consent**

\_\_\_\_\_  
Physician's Name      Phone Number

\_\_\_\_\_  
Insurance Company      Policy / Group Number

\_\_\_\_\_  
Address      Phone Number

\_\_\_\_\_  
Allergies / Special Health Considerations

MEDICAL CONSENT In the event of illness or injury, I do hereby consent to whatever x-ray examination, anesthetic, medical, surgical or dental diagnosis or treatment and hospital care and emergency transportation considered necessary in the best judgment of the attending physician, surgeon, or dentist and performed under the supervision of a member of the medical staff of the hospital or facility furnishing medical or dental services.

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date