

## HOSA REGIONAL OFFICE-GUIDELINES / POLICIES AND PROCEDURES

### I. Procedure for submitting an application for regional office:

- A. The student must have satisfactory academic grades/progress. (This applies Secondary and Post-Secondary Divisions.)
- B. The student must be a member of the Regional Association.
- C. No 9th graders are permitted to run for office in the Secondary Division.
- D. The advisor will provide the necessary study materials to the student to prepare for the PARLIAMENTARY PROCEDURE QUALIFYING EXAM. This can be found in the latest edition of the HOSA "OFFICER'S HANDBOOK."
- E. The regional advisor will administer a Qualifying Exam and determine the results. (The student must pass with an 80% in order to run for office.)
- F. Secondary Division Applications:

1. Submit **Region VII Endorsement of Candidate Form** with candidate, advisor, and principal signatures to the regional advisor prior to the deadline.
2. Submit proof of regional, state and national membership. (A copy of the official HOSA membership roster and a copy of the school check for payment of Regional assessments) prior to the deadline.
3. Passed the FL HOSA Regional Officer Qualifying Exam (80% or higher)
4. Application must include official verification of grade point average GPA

### G. Post Secondary:

1. Submit **Region VII Endorsement of Candidate Form** with candidate, advisor, and principal signatures to the regional advisor prior to the deadline.
2. Submit proof of regional, state, and national membership. (Copy of official HOSA membership roster and copy of school check for payment of Regional assessment) prior to the deadline.
3. Passed the FL HOSA Regional Officer Qualifying Exam (80% or higher)
4. Advisor to verify grade point average (G.P.A.) which can be documented.

### H. All applications must be received prior to the deadline.

### I. Candidate must prepare up to 2 minutes videotaped speech wearing HOSA attire that must be uploaded prior to the deadline.

## II. Procedure for Voting on the Election Day:

- A. All chapters must have paid Regional Association assessments in order to vote their divisional candidates. (No payments will be accepted on the day of the election).
- B. Each school will designate two people as voting delegates.
- C. Each school will submit two electronic ballots.
  - 1. To vote for the candidates in your division only (secondary or post-Secondary)
  - 2. Voting delegates may be asked to vote again in case of a tie.
  - 3. Election results will be announced by the regional advisors.
  - 4. Newly elected Regional Presidents will be asked to give an acceptance speech after being installed into office by the Regional Advisor and the District Supervisor, Time permitting.
- D. A motion will be heard from the floor to destroy the ballots at the conclusion of the conference.