

SSMU Referendum

Nomination Kit for Student-Initiated Questions

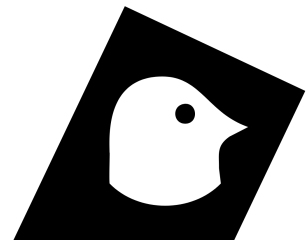
Fall 2026

Please be sure to read all the information in this package and fill out all the necessary forms.

Questions? Comments? More information?

Contact us

elections@ssmu.ca



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Dear Applicant,

Thank you for submitting your question to the SSMU Fall Referendum! Please make sure to read all the information in this package and fill out all the necessary forms.

The Elections SSMU team is here to guide you through the process, so please don't be afraid to take advantage of us! Should you wish to virtually meet to discuss your question, please feel free to book an appointment [here](#).

You can ask us any questions you may have about the election process or just chat with us if you're unsure about running your question. If you have any comments or queries, please don't hesitate to contact us via email at elections@ssmu.ca or dro@ssmu.ca.

Mike Lee
Chief Returning Officer
elections@ssmu.ca

Important Dates to Remember:

- **Nomination Period and Signature Collection:** September 24 - October 8
- **Nomination Period and Signature Collection for Amendments of the Constitution and/or Internal Regulations:** September 24 - September 30
- **Legislative Council Review of Amendments of the Constitution and/or Internal Regulations:** Thursday, October 8, 2026
- **Review by McGill:** October 9 - October 16
- **Board Ratification:** Tuesday, October 20, 2026
- **Campaign Period:** October 22 - October 25, 2026
- **Polling Period:** October 26 - November 6 (*Please note the polling period may be extended by the decision of the Legislative Council if quorum is not met.*)
- **Announcement of results** (via email): As soon as results are verified, within 24 hours.

Basics of Referendum Question Submission

The SSMU has 2 routes of referendum question submission.

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- a) **Legislative Council-Initiated Questions:** The Legislative Council may initiate a referendum question by way of a resolution of council. If passed by a two-thirds majority ($\frac{2}{3}$), it will be put to Members during the following Referendum period.
- b) **Student-Initiated Questions:** Any SSMU Member may initiate a referendum question through a submission through Election SSMU. Once approved, the member shall collect the signatures of at least five hundred (500) members or the signatures amounting to two (2) percent of the membership, whichever is less, on a petition. The total signatures submitted shall be from at least seven (7) different faculties or Schools, with not more than thirty-five percent (35%) being from any one Faculty or School.

According to our [Internal Regulations](#), referendum questions may amend, establish, or rescind any policy of the society **except:**

- a. Membership fees or the finances of the Society;
- b. the composition of the Society's staff; or
- c. legal matters.

Process for Student-initiated referenda proposing a change to the Constitution or the Internal Regulations:

Such questions can be submitted as a member-initiated question, however, after approval and signature collection, it will be presented as a recommendation to the Legislative Council for voting. **Note the modified timing for signature collection outlined above for these types of questions.**

If you want to initiate a question through the Legislative Council, feel free to contact any [SSMU Councillor](#) or Executive, who would be able to submit a motion through the Legislative Council. If you want to submit a student-initiated question, you are at the right place.

For more guidance on writing referendum questions, please consult [A Handy Guide to Writing a Student-Initiated Referendum Question](#).



Steps of Student-Initiated Question Submission

1. Compose your referendum question, fill in all necessary information, schedule consultations, and **obtain permission from Elections SSMU** to run it. When composing your question, make sure it aligns with [the SSMU governance documents](#). You are welcome to consult us if you are unsure if the question is feasible.
2. Submit this completed kit by email any time before **October 8, 2026 at 11:59PM**. Please submit each page of the nomination kit as **1 attachment** to elections@ssmu.ca, as well as your referendum question. **Please note that signature collection is also due at the end of nomination period, therefore the nomination kits must be submitted ahead of the deadline to allow time for Elections SSMU to approve your question and to collect signatures.**
Late forms will be rejected without appeal.
3. We'll send you a confirmation email once we've received your kit. If you do not receive a confirmation email within 24 hours, your packet may not have been received. If this should occur, please email elections@ssmu.ca. You might want to keep a copy of this kit for your personal records before handing it in.
4. Collect signatures from at least **500 members of the SSMU** who wish to support placing your referendum question on the ballot, by asking them to fill out a Google Form which will be provided by Elections SSMU after gaining approval for your question and submitting this form. **No more than 35% of the signatures may be from students from the same faculty**, and shall be from at least seven (7) different faculties or Schools. We are very strict about this, and will remove entries with incomplete information. **It is your responsibility to ensure your signature sheet meets the requirements.**
(*Note: You might want to include extra signatures to ensure all of the required ones are valid. If you have more than 500 signatures but a certain faculty is overrepresented, you should gather more signatures from other faculties to offset the overrepresentation. Please note that the 35% rule applies to the total number of signatures and not just the first 500.)
5. Once you have more than 500 members, please inform Elections SSMU so we can start verification of signatures. Elections SSMU will inform you whether your question is accepted or if there are any issues with the number of signatures. Please note getting your signatures early means Elections SSMU has time to inform you of any issues. **Signature collection must be completed before 11:59PM on October 8, 2026**, otherwise your question will not be accepted. No exceptions. Therefore, it is your responsibility to start early.

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6. Please note that all approved referendum questions, no matter legislative council-initiated or student-initiated, will be circulated and voted on by the Board of Directors on or before **October 22**. If the Board of Directors rejects the question(s), they must provide a written explanation.
7. Elections SSMU requires that the conduct of all candidates respect the Constitution and By-laws of the SSMU. The officers of Elections SSMU are specially charged to maintain good electoral decorum and enforce campaign violation regulations. Please read the electoral by-laws and relevant constitution articles which can be found at:
<http://ssmu.ca/governance/constitution-internal-regulations-policies/>
8. Attend the **mandatory** Committee Chairs' meeting on **TBA**. At this meeting, you will get a chance to meet the Elections SSMU Officers and fellow Committee Chairs, and find out how the election works. More importantly, we will explain the Elections By-Laws, as well as the rules, procedures and possible sanctions that are applicable. Please contact Elections SSMU as soon as possible if you cannot make it to this meeting.
9. Campaign exclusively during the Campaign Period: **October 22 - November 6**.

Overview of the process

Nomination form completed and submitted.
The CRO approves/rejects questions, edit question wording if needed.
Collect 500 signatures from 7 faculties, with no faculties taking more than 35% of the signatures.
The CRO confirms signatures meet the requirement.
(Only for questions pertaining to modification of Constitution and/or Internal Regulations) The question is presented as a recommendation to the Legislative Council, and voted on.
The Board of Directors ratifies and votes on the questions.
The CRO makes available all the questions of the referendum to the membership.
The question appears on the ballot during the polling period.



SSMU Student-Initiated Questions Nomination Kit

Personal Information

Name	_____	Student ID #	_____
Faculty	_____	Program	_____
Phone #	_____	McGill Email	_____
Address	_____		

Question Proposed

(Include whereas clauses and questions)

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Justification

Issue

Brief summary of issue.

(25-50 words)

Background and Rationale

Include a summary of key points required in support of discussion and/or a decision. Include information about when the issue was last discussed (as relevant) the reference numbers of previous documents, and/or approvals by Council/Board (as relevant).

Include the rationale for why this issue requires this motion and why the SSMU should adopt this position or take this action over alternatives.

Include:

- Who does this issue affect?
- When did this issue begin/the context? What has been done before?
- What are the main points of this issue as it relates to SSMU?
- Where does this issue primarily take place?
- Why must the Legislative Council in particular address the issue?
- How will this issue be addressed in the motion?

(150-300 words)

Alignment with Mission

Briefly explain how the proposed motion aligns with the SSMU Mission (Service, Representation, Leadership) or other relevant Positions.

(25-50 words)

Consultations Completed

Before bringing this motion to the floor, it is expected that you consult with the relevant Commissioner(s)/Committee(s)/Officer(s). Explain these consultations here. Each individual/group consulted must include the rationale and information provided during the consultation. I.e., what did the individuals/groups being consulted conclude about the motion? Were they in favour or against it?

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Consultations must adhere to the [Consultation Policy](#).

Motions pertaining to finances must be discussed with the Vice-President (Finance) in advance. All motions must be approved by the Governance Affairs Coordinator (gac@ssmu.ca) for formatting and structure.

- I have read and completed the requirements outlined in the Consultation Policy.

(A minimum of two consultations, with at least one Executive Officer and the Governance Affairs Coordinator)

Risk Factors and Resource Implications

Provide a description of the risk factors associated with this motion and its passing to SSMU, the student body, and beyond, and how the motion will attempt to mitigate these risks. What impacts (social, economic, environmental) will proposed actions have on SSMU's holistic sustainability efforts?

Think not only of what will happen if the motion doesn't pass, but also what happens if the motion DOES pass?

Specifically consider human resource, finance, or other resource implications as well as communications/optics issues.

(150-350 words)

Impact of Decision and Next Steps

The action that will be taken if the proposed resolution or recommendation is approved. If required, provide a communications strategy, including details as to when this matter can be made public or if it is to remain confidential.

Specifically note which Commissioner/Committee/Officer is being assigned a mandate and the timelines for that mandate (if applicable).

(max. 200 words)

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Motion or Resolution for Approval

Examples:

Be it resolved that *[xxx]*, as outlined in Appendix A, be adopted as a Position of the Students' Society of McGill University.

OR

Be it resolved that *[relevant VP]* is tasked with creating *[project]* for the purpose of *[explicit goal]*.

OR

Be it resolved that the amendments to *[SSMU document]* as outlined in Appendix A are approved.

OR

Referendum Question Examples:

Creation: "Do you agree to the creation of the *[NON-]*opt-outable SSMU *[NAME]* Fee at a rate of *[\$[XXX]]* per student per semester, payable by all SSMU members, starting in *[SEMESTER/YEAR]* until *[SEMESTER/YEAR]* (inclusive), at which point it will be brought back to the Membership for renewal, with the understanding that a majority 'no' vote will result in *[OUTCOME]?*"

Increase: "Do you agree to the increase of the *[NON-]*opt-outable SSMU *[NAME]* Fee from *[\$[CURRENT RATE]]* per student per semester to *[\$[Proposed Rate]]* per student per semester beginning in *[SEMESTER/YEAR]* until *[SEMESTER/YEAR]* (inclusive), at which point it will be brought back to the Membership for renewal, with the understanding that a majority 'no' vote will result in *[OUTCOME]?*"

Renewal: "Do you agree to the renewal of the *[NON-]*opt-outable SSMU *[NAME]* Fee at a rate of *[\$[XXX]]* per student per semester, payable by all SSMU members, starting in *[SEMESTER/YEAR]* until *[SEMESTER/YEAR]* (inclusive), at which point it will be brought back to the Membership for

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renewal, with the understanding that a majority ‘no’ vote will result in
[OUTCOME]?”

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Next Steps

To be completed before October 8, 2026 at 23:59:

- Wait for confirmation from Elections SSMU that the form was received and obtain Google forms link for collecting signatures.
- Collect signatures! Ensure you have more than 500 signatures, at least seven (7) different faculties or Schools, with none of the faculties representing more than 35% of the signatures. (You might want to include extra signatures to ensure all of the required ones are valid. If you have more than 500 signatures but a certain faculty is overrepresented, you should gather more signatures from other faculties to offset the overrepresentation. Please note that the 35% rule applies to the total number of signatures and not just the first 500.)
- Once you are done collecting signatures, submit the final list to Elections SSMU for verification. We will check if everyone is a SSMU member and if there are any duplicates within your list.

Steps after nomination period:

- Wait for confirmation from Elections SSMU that the question is accepted and will be forwarded to the Board of Directors for final approval!