



STIPEND REQUEST FORM

ASSOCIATED STUDENT GOVERNMENT (ASG) & PROGRAMMING BOARD (PB)

Name of Student: _____ Date of Submission: _____

The Associated Student Government constitution and bylaws allows ASG officers and PB officers who attend campus committee, ASG meetings, and/or perform duties as outlined in governing documents to receive a monthly stipend to be paid from the Student Representation Fee (for the ASG officers) and ASG General Budget (for the PB officers)

Eligibility:
Officers and senators who have verified committee attendance and documentation confirming the fulfillment of their responsibilities may request and receive the period stipend automatically by requesting a check in the standard check request form procedure currently in place. The minimum documentation required for

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| <p>A. ASG Officers:</p> <ul style="list-style-type: none"> • Proof of Senate and Committee attendance • Office hours as posted | <p>B. PB Officers:</p> <ul style="list-style-type: none"> • Proof of duty completion • Copy of program proposal submitted |
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Stipend Payment Limitations for ASG Officers:

- The payment of stipends will be waived for the fall semester if by October 1 less than 25% of the students' population paid for the LACC ASG membership fee. Also, the payment of stipends will be waived for the spring semester if by April 1 less than 25% of the students' population paid for the LACC ASG membership fee.
- ASG members must present their requests before the last day of the semester.

Standards of Compensation:

- A. ASG Officers
- a.) The LACC ASG Executive Officers may request a \$400 stipend every 4 to 5 semester weeks upon proof of participation during such 4 to 5 semester weeks to at least five (5) LACC ASG Senate or committee meetings and at least one (1) campus/shared governance committee. The maximum number of stipends per person per semester is three (3).
 - b.) The LACC ASG Senators may request a \$200 stipend every 4 to 5 semester weeks upon proof of participation during such 4 to 5 semester weeks to at least three (3) LACC ASG Senate or committee meetings and at least one (1) campus/shared governance committee. The maximum number of stipends per person per semester is three (3).
- B. Program Board officers
- a.) Must attend PB meetings
 - b.) Must submit program proposals by deadline
 - c.) Must implement a program monthly
 - d.) Must complete duties as assigned

Failure to complete responsibilities:

- a.) Forfeiture of stipend
- b.) Removal from the committee appointment
- c.) Removal from ASG

Complete the section below with supporting evidence.

Name: _____ Position: _____

Name of committee/program	Date of attendance/event	Supporting evidence of program implementation
		Attached meeting agenda and minutes Other: _____ Committee Chairperson signature*: _____ Dean of Student Life signature*: _____
		Attached meeting agenda and minutes Other: _____ Committee Chairperson signature*: _____ Dean of Student Life signature*: _____

* Include printed name, date signed, and signature. By signing, you are verifying the attendance and active participation of the above named student at the meeting specified above.