



**GUIDELINES FOR ELECTION OF THE
AIESEP BOARD OF DIRECTORS 2026 – 2030**

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GUIDELINES FOR ELECTION OF THE AIESEP BOARD OF DIRECTORS 2026 – 2030

INSTITUTIONAL MEMBERS

Introduction

The AIESEP Board of Directors has 14 members. These are divided into two categories:

1. Representatives of institutional members (n = 6)
2. Representatives of individual members (n = 6)

The AIESEP President and Secretary General are elected by all eligible AIESEP members (institutional and individual), prior to the election of the Individual and Institutional Board of Directors, at the AIESEP General Assembly during the AIESEP World Congress. The 6 institutional board members are elected by institutional members and the 6 individual board members are elected by individual members.

NOTE:

- To be eligible **to vote** in the general assembly, member registration must be processed by May 1st 2026 and be valid through the duration of the AIESEP 2026 conference.
- To be eligible **to apply to serve on the Board of Directors**, member registration must be processed by May 1st 2026 and be valid through the duration of the AIESEP 2026 conference.

Expectations for AIESEP Board Members

Members interested in being elected to the AIESEP Board of Directors should bear in mind that there are certain expectations that board members must strive to fulfil:

- As a representative of a specific group of members (institutional or individual), each board member is expected to bring his/her expertise to the service of these members in order to achieve the aims of the association.
- Each board member is expected to demonstrate his/her involvement through concrete actions throughout the term of office.
- Each board member must ensure his/her AIESEP membership is paid, without interruption, throughout the term of office.
- Each board member is expected to attend the meetings of the Board of Directors and the General Assembly and take a genuine interest in the affairs of the Association;
- It is expected that each board member participate actively in specific projects assigned by the Board of Directors.

- Representatives of institutional members can mandate other affiliates of their institution to attend the meetings of the Board of Directors, or other official meetings on behalf of AIESEP.
- Each board member is expected to respond to messages sent by the Secretary General concerning votes on topics which arise between board meetings.
- Board members are expected to promote the association through their national and international networks as well as to defend AIESEP's interests whenever it is needed or possible.
- Board members are expected to behave ethically and demonstrate loyalty towards the association and its members.

The Election Process

All details about the process are available on the AIESEP Website (members' corner).

- The Secretary General informs all members by email about the process (requirements, deadlines, etc.) at least two months prior to the General Assembly (April 14, 2026).
- The deadline for applications to the Board of Directors is May 1st 2026. No late applications will be accepted.
- Prior to the General Assembly, electronic voting access will be provided (via email) to all eligible members.
- Prior to the Individual and Institutional Board of Director elections, all eligible members elect the President and the General Secretary.
- To be elected as President or Secretary General, members need to have completed at least one term (4years) on the Board of Directors. This does not necessarily need to be the term immediately preceding the General Assembly.
- No member of the Board of Directors can assume the same office for more than two terms.
- The outgoing Board of Directors is responsible for proposing to the General Assembly at least one candidate for each of the offices of President and Secretary General.
- The executive committee comprises the President, the Secretary General, the Treasurer and Vice-President. The Treasurer and Vice-President are elected by the Board of Directors after the General Assembly.

Election Rules - Institutional Members

- The 6 board members elected to represent institutional members are elected by the members officially identified as delegates by their respective member institutions. Each member institution has one delegate and, therefore, one vote.
- Institutions interested in having a delegate elected to the board of directors as institutional members should submit an application form (Form A), respecting the rules and deadline.

- The nomination video should include a brief description of the institution's involvement in the sport pedagogy field and its past/future involvement in AIESEP's development.
- In order for an application from a member institution to be considered, the institution must
 1. be a paid member of AIESEP on the application deadline (May 1st 2026) and valid through the duration of the AIESEP 2026 conference.
 2. have been represented by an official delegate during at least one AIESEP activity during the two previous years.
- Each institutional member's delegate (as named on the institution's membership form) may vote during the General Assembly
- Due to the voting being live online, there will be no proxy votes
- For voting during the General Assembly, each individual member will have received a link to vote from Vero voting systems.
- Prior to the vote (via online video submission), the delegates standing for election will be expected to present, briefly, their respective institutions.

Form A
Application Form for the 2026-2030 AIESEP Board of Directors
INSTITUTIONAL MEMBER

The following must be completed and sent before May 1st, 2026, to the AIESEP Executive Assistant: aiesep.association@gmail.com

- Completed Form A
- Signed Charter of AIESEP Board of Directors – Institutional Member
- Signed understanding of legal requirements
- University Logo
- Up to 2min video introduction (submitted to DropBox link)

Name of the Institution:	
Name and Title of the Chair:	Signature:
Name of the Official Delegate:	Signature:
Address:	Stamp:
Email:	
These are suggested topics to cover in your 2min video. Introduce your institution by name: Brief description of your institution's involvement in the field of sport pedagogy: Brief description of past involvement of your institution in AIESEP activities: Brief description of anticipated future involvement of your institution in AIESEP activities:	

Charter of AIESEP Board of Directors

INSTITUTIONAL MEMBERS

Article 1: This charter is under the auspices of the AIESEP constitution.

Article 2: As a representative of a specific group of members, each board member is expected to bring his/her expertise to the service of these members in order to achieve the aims of the association.

Article 3: Each board member is expected to demonstrate his/her involvement through concrete actions throughout the term of office.

Article 4: Each board member must ensure his/her AIESEP membership is paid, without interruption, throughout the term of office.

Article 5: Each board member is expected to attend at least one meeting of the AIESEP Board of Directors before that organized during the next General Assembly.

Article 6: It is expected that each board member participate actively in specific projects assigned by the Board of Directors.

Article 7: Representatives of institutional members can mandate other affiliates of their institution to attend the meetings of the Board of Directors or other official meetings on behalf of AIESEP.

Article 8: Each board member is expected to respond to messages sent by the Secretary General concerning votes on topics which arise between board meetings.

Article 9: Members of the AIESEP Board of Directors are also expected to promote the association through their national and international networks as well as to defend AIESEP's interests whenever it is needed or possible.

Article 10: Board members are expected to behave ethically and demonstrate loyalty towards the association and its members.

I, the undersigned, testify that I have read and understand the articles of this charter and that my institution and I are determined to respect them if elected to represent AIESEP's institutional members on the AIESEP Board of Directors.
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Date:	Signature:
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Legal Requirements for New Applicants to the Board

1) Document for the Belgian Commercial Court

Such authority requires receiving a document testifying the existence of each member (legal/institution or natural person).

Natural persons - A copy of the identity card/passport + national number

Legal persons representing an institution - According to the country, there are several options:

- A document identifying the institution with its national number available in the Business information system (in French or English);
- A document signed by a governmental agency testify the existence of the institution (ministry of higher education) (in French or English);
- A document emitted by the university certified by a duly authorized officer in presence of a qualified Justice of the Peace (in French or English).

In any case, here are the details that have to be mentioned on that document:

- Name of the university
- Address of the headquarters
- Logo, stamp and signature of the officer emitting the document

3) PDF copy of the ID or passport for the UBO register

I, the undersigned, the legal requirements for new institutional members elected to the Board.	
Date:	Signature: