

Registering to Vote (Students)
Processes/Best Practices Guidelines

In accordance with O.C.G.A. 20-2-310, the following must occur during the month of April each year at your location.

- Each eligible student in the public schools of this state shall be appraised of his or her right to register as an elector and to vote in elections and of any obligation to register with the Selective Service System.
- Each eligible student shall be given an opportunity, arranged by the school administration, to register to vote at his/her school during the month of April of each year.

In order to ensure consistency throughout our high schools we ask that you review and implement the following processes to ensure compliance with the above stated requirements:

- A memo will be sent from the Office of the Executive Director of Administration and Policy reminding high school principals of the requirements under O.C.G.A. 20-2-310.
- During the month of April all high schools will inform and or appraise students of their right to vote upon reaching the age of 18. Students who are 17½ can register to vote but must wait until their 18th birthday to cast their vote. Furthermore, students must be informed of their obligation to register with the Selective Service System. The following best practices are suggested in order to meet this requirement:
 1. Notification can be accomplished through the placement of the appropriate information on each school's website.
 2. Announcements can be made through routine channels such as newsletters, weekly email communications and school wide announcements (it is suggested that during the month of April these types of announcements occur at least once a week).
- In order to provide each eligible student the opportunity to register to vote the following best practices are suggested in order to meet this requirement (it is suggested that during the month of April students are provided multiple opportunities):
 1. Schools can set up a table during lunch or other designated times to assist with voter registration.
 2. Schools can set up a designated office or person to assist with voter registration.
 3. Schools can solicit the assistance of certified third parties to assist with voter registration.