LEARN HOW TO REGISTER OTHERS TO VOTE BEFORE ELECTION DAY!
Hello Student Group or organization,

You no doubt have a great group of students dedicated to your mission and purpose. Through observation of past student group events, we've taken note that many enjoy encouraging their members to be active and aware during election time.

It is MSUvote's goal that with this packet, you will have the tools and knowledge necessary to register as many of your members to vote as possible. This may come in the form of a registration drive, education event, etc.

Voting is a cornerstone of democracy. While MSU has wonderful voting rates- above the national average for college campuses- MSUvote never says no to more informed voters. Please consider using this packet as a resource for you and your events this fall.

Don't hesitate to reach out to MSUvote with any questions or concerns at spartansvote@gmail.com

With care, MSUvote...

Go Green! Go Vote!
who - Anyone who is eligible to vote.

what - Registering to vote allows you to cast a ballot on election day.

when - Can be done anytime, up until 8 pm on election day, **November 8th 2022**. If on or before October 24th 2022, you can register online, by mail, or in-person. After October 24th, 2022, you must register in person at your local clerks office, bringing proof of residency.

where - Both online, in-person at your clerks office, and by mail!

why - Voting is important! It’s tied to almost everything like environmental concerns, healthcare, socio-economics, etc. Registering is the first step to voicing your opinion in our democracy.
Who can Register In Michigan?

There are a couple of requirements for eligibility. They are listed below.

1) You must be a United States citizen.

2) You must be at least 18 years of age when you vote.

3) You must be a Michigan resident (when you register), and a resident of your city or township for at least 30 days (when you vote).

4) You must not be currently serving a sentence in jail or prison.

Note that the third requirement does allow for out-of-state students who live in MI for school in MI to vote in MI.

What State Should People Register For?

We recognize that people from all different locations attend MSU. Refer to the information below to help determine where you should register.

If your permanent address is in Michigan and you go to school at MSU, then your registration process is relatively straightforward, and you can register to vote in Michigan without hesitation.

If your permanent address is out-of-state (i.e. not in Michigan) and you go to school at MSU, having lived in Michigan for more than 30 days, then you have a CHOICE. You can register to vote either in Michigan, or in your home state. If you choose to register and vote outside of the state of MI, consider checking out the link below for more information!
https://www.campusvoteproject.org/state-student-voting-guides
I live in _____ and I want to vote in _____

Remember- wherever you register for, that's where you have to vote!

my permanent address is located somewhere in Michigan, other than the local East Lansing area and I want to vote in East Lansing

Register to vote using your East Lansing address, submit to local clerk in the East Lansing area. Can register online, by mail, or in-person

My permanent address is in a state other than Michigan, but I live in East Lansing for school and I want to vote in East Lansing

Register to vote using your East Lansing address, submit to local clerk in the East Lansing area. Can register by mail or in-person

My permanent address is in East Lansing, I live in the local East Lansing for school, and I want to vote in East Lansing

Register to vote using either East Lansing address, submit to local clerk in East Lansing area. Can register online, by mail, or in-person

My permanent address is located somewhere in Michigan other than the local East Lansing area, and I want to vote where my permanent address is

Register to vote using your permanent address, please submit to clerk in the area of your permanent address in person, by mail, or online

My permanent address is in a state other than Michigan, and I want to vote at my permanent address in another state

Please refer to this link for more information on registering and voting outside of the state of Michigan
https://www.campusvote.org/state-student-voting-guides
How to Register?
there are multiple ways to register to vote/fill out the application, though not all options are equal in ease, and each has different requirements. This information is for people who wish to vote in MI.

1) Register to vote online
Requirements-
Valid Michigan drivers license or state ID
Submitted on or before October 24th 2022

link- https://mvic.sos.state.mi.us/RegisterVoter/Index

2) Register to vote by mail
Requirements-
Meet federal identification requirements (listed within link below)
Application postmarked at least 15 days before election day
Mailed to your city or township clerk

link- https://www.michigan.gov/-/media/Project/Websites/sos/01mcalpine/1_MIVoterRegistration.pdf?rev=4c0bcfed8fe24ff8ae8fbedaa2eacb9

3) Register to vote in-person
Requirements-
If on or before October 24th 2022 --> You must have photo ID or complete the affidavit of voter not in possession of ID at your local township or clerk's office
If after October 24th 2022 --> You must provide proof of residency (see page 8), along with photo ID and go in-person to your local city or township clerk's office

4) Register to vote in-person/by proxy drop off/drop off
Requirements-
At Secretary of State office, county clerks office, public assistance office, or voter registration drive.
Meet federal identification requirements (listed within link below)
Must be received by local city or township clerk on or before October 24th 2022. Note that forms need to be received by clerk by this date. If using by proxy drop-off (like a registration drive), plan appropriately.

link- https://www.michigan.gov/-/media/Project/Websites/sos/01mcalpine/1_MIVoterRegistration.pdf?rev=4c0bcfed8fe24ff8ae8fbedaa2eacb9

Note- Option 3 is the ONLY option to register if within 14 days of the election. For all those last minute registrations, you MUST do them in-person at your local city or township clerk's office and you MUST provide proof of residency
On the next page you will find a copy of the Voter Registration Application.
State of Michigan Voter Registration Application
and Michigan Driver’s License/State Identification Card Address Change Form Instructions

**qualifications**

To register to vote in Michigan you must be:

- A Michigan resident (at the time you register) and a resident of your city or township for at least 30 days (when you vote).
- A United States citizen.
- At least 18 years of age (when you vote).
- Not currently serving a sentence in jail or prison.

**residential & mailing address**

You may only register to vote in one place. If you have more than one place of residence, you may register to vote in the place where you are currently located or the place you intend to return. For example, students attending college may register in their hometown or at their campus address, and temporary in-patient residents of nursing homes may register at their home address or at the medical facility.

If you would prefer to receive mail related to your voter registration or driver’s license/state identification card at an address other than your residential address (ex. PO Box), you may provide a mailing address where indicated on the form. If you provide a mailing address, it won’t appear on your voter information card or driver’s license/state identification card.

**criminal convictions and registering to vote**

If you have a past criminal conviction and are no longer in jail or prison, you can register and vote. You also can register and vote if you are in jail and awaiting trial or sentencing. If you are currently serving a sentence in jail or prison you can’t register or vote.

**deliver to your city or township clerk**

Mail or deliver this completed application directly to your city or township clerk. Find your city or township clerk’s address at Michigan.gov/Vote.

**registering by mail – special requirements for first-time voters**

Are you registering to vote in Michigan for the first time?

If you have never voted in Michigan and choose to submit this form by mail or through a voter registration drive, you must meet the federal identification requirement as explained below.

**federal requirement – provide identification**

To comply with the identification requirement, you must:

1. Enter your Michigan-issued driver’s license number or Michigan-issued state ID card number where requested on this form.
   or

2. If you do not have a Michigan-issued driver’s license or Michigan-issued state ID card, provide the last four digits of your Social Security number.
   or

3. Send one of the following forms of identification when mailing this form to your county, city or township clerk: a COPY of a current and valid photo identification (such as a driver’s license or state ID card from any state) or a COPY of a paycheck stub, utility bill, bank statement or a government document that lists your name and address.

***DO NOT SEND ORIGINAL ID DOCUMENTS BY MAIL***

If this requirement applies to you and you don’t provide the information identified above, you must provide an acceptable form of identification before you vote in the first election in which you wish to participate.

**Note:** The identification requirement doesn’t apply if you: (1) personally hand-deliver this form to your county, city or township clerk’s office instead of mailing this form or submitting it through a voter registration drive, (2) are disabled or (3) are eligible to vote under the federal Uniformed and Overseas Citizens Absentee Voting Act.

**questions?**

Contact your city or township clerk if you have any questions.

Your application isn’t valid until accepted by your city or township clerk. If your application is accepted, your clerk will mail you a voter information card within 3 weeks. You can verify your voter registration status by going to Michigan.gov/Vote.

ED-121 (1-2020)
State of Michigan Voter Registration Application
and Michigan Driver’s License/State Identification Card Address Change Form

qualifications

☐ yes ☐ no I am a United States citizen.
☐ yes ☐ no I am at least 17.5 years old and will vote only after I turn 18.

☐ If you are not a U.S. citizen, DON’T complete this form.

Michigan-issued driver’s license/Michigan-issued state ID card number

What Counts as Proof of Residency?

Provide two of these documents as proof of residency where required

- Michigan driver’s license or state ID
- MSU LiveOn
- Financial aid documents
- University registration forms
- Bank statement
- Credit card bill
- Utility bill
- Signed and executed lease
- Pay stub
- An insurance policy
- Other government documents

Note that any document you choose to provide must include your name and current address

More Important Info

You can ONLY be registered in one place. This means that you cannot be registered in both your home-state and MI if you are out-of-state. If desired, you can cancel your voter registration in one place and re-register somewhere else.

If you can’t remember if you are registered to vote, or where you are registered to vote, visit the link below to check.

link: https://mvic.sos.state.mi.us/

You can search for your corresponding city or township clerk's office at the link below.

Link: https://mvic.sos.state.mi.us/Voter/Index/#yourclerk

After Registration

You will receive a registration card in the mail after your application has been processed. This card is NOT required to vote, but will contain valuable information about where your polling place is.
The Absentee Ballot for Michigan Voters

Once you are registered to vote in MI, you can request a no reason absentee ballot (to vote in the MI election).

All registered MI voters are eligible to request an absentee ballot.

Just like registering to vote, there are multiple ways you can request an absentee ballot with different deadlines.

1) **Online** -
   Requirements-
   Registered voter prior to applying
   Received before 5 PM the Friday before election day
   link- https://mvic.sos.state.mi.us/AVApplication/Index

2) **Call your city or township clerk** - to request an application be mailed to you that you can then submit by mail or to your local city or township clerk's office
   Requirements-
   Received by 5 PM the Friday before election day (If mailing, you are recommended not to do so within 2 weeks of election day)
   If mailed- mailed at least two weeks before election day

3) **Download and print** - an application that you can submit by mail or to your local city or township clerk's office
   Requirements-
   Received by 5 PM the Friday before election day (If mailing, you are recommended not to do so within 2 weeks of election day)
   link- Downloadable Application

4) **Request an application in person** - while at your local city or township clerk's office
   Requirements-
   Requested before 4 PM on the day prior to election day

Within two weeks of election day, MI SOS recommends that all applications be submitted in-person to avoid any postal delays. You can even fill out your ballot right then and there.

If you are an out-of-state student who opted to register in your home-state, refer to your state's specific laws and requirements on absentee ballots.
After Requesting Absentee Ballot

Your ballot must be received by your local city or township clerks office by no later than 8 PM on election day.

Your completed ballot can be submitted via mail, or delivered in-person to your local city or township clerk's office or their dropbox. Again- if it is within 2 weeks of election day, MI SOS recommends submitting via in-person delivery

To check the status of your ballot, visit this MI SOS link below and search for your voter information

link: https://mvic.sos.state.mi.us/Voter/Index
Helpful Resources to Utilize and Share with Members

The Michigan Secretary of State has a Michigan Voter Education Center with quite a bit of comprehensive information on voting and voter registration. Think of this as a one-stop-shop for voting information if you have a valid MI drivers license or state ID.

https://mvic.sos.state.mi.us/

The East Lansing City Clerk’s Office has lots of experience navigating students through voting questions. Even if you register somewhere other than East Lansing, they are available to assist you in finding the correct spot for you.

https://www.cityofeastlansing.com/CityClerk

vote411 provides links to register to vote, and you can also find out what’s on your ballot in all 50 states.

https://www.vote411.org/

MSUvote has great student-specific information for both in-state and out-of-state students.

https://www.msuvote.msu.edu/

Rock the Vote has a lot of great youth-focused voter resources, the link below includes information on how to host your own voter registration event


Now What?

You’ve received a crash-course in registering to vote! Congratulations! You didn’t need to take that step, but now your event will be that much better! Now it’s time to take that information to your RSO members or to the public, and help them to register to vote. Be sure to remember the nuances of in-state and out-of-state requirements. In addition to the information in this guide, we recommend watching this Secretary of State video on registering to vote.

Link: https://youtu.be/x4nZKG7H35s
Your Registration Event

General-

- Remain non-partisan. Do not provide financial incentive for people to register to vote, or cast a ballot.
  - Do not offer money, prizes, or other incentives with monetary value for registrations or voting.
  - Ex. If you want to offer cookies, you must offer cookies to all who attend your meeting or who stop by your table, regardless of if they register to vote with you. You cannot offer prizes contingent on registering or voting.
- Do not coerce or force anyone to register. You can however have a registration "elevator pitch"
- Consider connecting with a local experienced group such as the League of Women Voters for assistance during your event.

Please communicate with the City Clerk's Office if you plan on registering others to vote. Inform them of when you will be hosting your drive, when you plan to drop off any paper applications you may have received, and if/when students will be encouraged to go to the office in City Hall or one of the satellite offices. You can find the contact information below.
  - https://www.cityofeastlansing.com/CityClerk
  - jshuster@cityofeastlansing.com
- Follow all laws and local regulations
- Recognize that for students who wish to register via paper for an address in MI outside of East Lansing, their registrations must be returned to the Ingham County Clerk's office. The East Lansing Clerk will not be able to handle those applications at this time. (This is where online applications come in handy!).
- Recognize that you will not be able to register students who wish to vote out of state.

Preparations-

- Have all forms/electronic signups ready to go, along with pens, clipboards, and an envelope to collect all registrations at the end.
  - While encouraging online voter registration is the most seamless approach, for out-of-state students who wish to vote in the local East Lansing area, paper applications may be required. (Remain inclusive!)
- Know where to return your completed registration forms
- Make sure to publicize your event via social media, and come up with creative areas to table like a busy class hall. (If you are holding a registration event for the public, rather than your members)
- Have enough members from your RSO to manage collecting new registrations while also maintaining registrations you have already received.
After the Event

- Return your completed paper registration forms to the correct place
- Maintain a record of all those you registered both by paper and online
- Be proud that you have impacted American democracy, and have encouraged others to use their voice

During the Event-

- Check all registration forms for completion of essential information
  - Over age of 18 unless pre-registering, US citizen, identification requirement, signed and dated
- Keep track of all those you have registered for your records
- Consider highlighting resources such as vote411 after registration so that people can be informed of what's on their ballot.
  - For many students, knowledge of candidates and issues can represent a huge voting barrier. Do your best to create an equitable space for voting.
- MSU will have a satellite clerks office on campus from October 10th- November 8th. Consider using their presence as a resource for your RSO

After the Event

- Return your completed paper registration forms to the correct place
- Maintain a record of all those you registered both by paper and online
- Be proud that you have impacted American democracy, and have encouraged others to use their voice

MSU's Rules

If you are planning on hosting a registration drive for the general public, please refer to MSU’s guidelines on tabling