

VOLUNTEER DEPUTY REGISTRAR EXAMINATION

Your Name: _____ County Name: _____
Date: _____ Total Incorrect Answers: _____

Instructions

Read each question carefully and then print the letter of the correct answer next to the question.

- 1) _____ **You have been appointed as a volunteer deputy registrar in the county you live in. From the list below, choose the correct statement.**
- a. I can distribute and accept applications in all 254 counties
 - b. I can distribute applications to anyone but can only accept applications in the county in which I am appointed
 - c. I can accept applications from applicants residing in the neighboring counties in which I am not appointed
 - d. I cannot accept any completed applications
- 2) _____ **Who are volunteer deputy registrars appointed by?**
- a. The Secretary of State
 - b. The Governor
 - c. County Voter Registrars
 - d. County Judges
- 3) _____ **When does a volunteer deputy registrar's term end?**
- a. December 31 of even-numbered years
 - b. August 31 of odd-numbered years
 - c. December 31 of odd-numbered years
 - d. December 31 of every year
- 4) _____ **Which of the following is reason why your appointment as a volunteer deputy registrar will be terminated by the appointing authority?**
- a. You intentionally destroyed or physically altered a voter registration application
 - b. You assisted someone in completing the voter registration application
 - c. You have been paid for services as a volunteer deputy registrar.
 - d. You failed to register the minimum number of voters set by your appointing authority
- 5) _____ **Which of the following is not a duty of a volunteer deputy registrar?**
- a. Review applications for completeness
 - b. Determine if the applicant is actually qualified to register to vote
 - c. Deliver applications and receipts to the county voter registrar
 - d. Assist the applicant fill out the application if requested
- 6) _____ **What is the waiting period for a voter's registration to become effective after submitting to the volunteer deputy registrar?**
- a. The registration is effective immediately
 - b. Two weeks
 - c. 45 days
 - d. 30 days

- 7) _____ **Which of the following is an incorrect way for a voter to make necessary name and/or address changes to his/her current voter registration?**
- a. Write a letter to the voter registrar explaining the name and/or address change
 - b. Provide the name and/or address change on the back of his/her voter registration certificate and mail it to the county voter registrar
 - c. Let the election workers know of the change while at the polling place
 - d. Submit a new application and check the box for "change"
- 8) _____ **Volunteer deputy registrars are allowed to make photocopies of completed voter registration applications. Is this statement true or false?**
- a. True
 - b. False
- 9) _____ **What is the suggested time frame for volunteer deputy registrars to retain the receipt books?**
- a. 22 months
 - b. 36 months
 - c. 24 months
 - d. 18 months
- 10) _____ **Which of the following is not a correct method for submitting completed voter registration applications to the county voter registrar?**
- a. Applications may be personally delivered by the volunteer deputy registrar
 - b. Applications may be mailed by the applicant, if using a standard voter registration application
 - c. Applications may be mailed by the volunteer deputy registrar
 - d. Applications may be given from one volunteer deputy voter registrar to another for personal delivery
- 11) _____ **As a volunteer deputy registrar, I am allowed to appoint others to assist me in registering voters. Is this statement true or false?**
- a. True
 - b. False
- 12) _____ **Volunteer deputy registrars must deliver completed applications to the county voter registrar. Which of the following statements is incorrect?**
- a. Applications must be delivered by 5pm on the 10th day after you receive them
 - b. Applications must be delivered by 5pm on the 5th day after you receive them
 - c. Failure to deliver an application in a timely manner is a criminal offense
- 13) _____ **An applicant needs help filling out the voter registration application and has asked you for assistance. Is this acceptable?**
- a. Yes
 - b. No
- 14) _____ **Which of the following is not a qualification to register to vote?**
- a. Applicant is a United States citizen
 - b. Applicant is a resident of the county
 - c. Applicant is 17 years old

- d. Applicant is a felon and has completed all phases of punishment

15) _____ **You should always be prepared when registering people to vote. Which of the following is not on your supply list?**

- a. A receipt book or applications with a tear off receipt
- b. Pens
- c. Ballots
- d. Your certificate of appointment

16) _____ **What is the minimum age to become a volunteer deputy registrar?**

- a. 21
- b. 18
- c. None, you just have to be a registered voter
- d. 17 years and 10 months

17) _____ **As a volunteer deputy registrar, you must review each application for completeness. You notice an applicant did not provide his/her phone number but completed everything else. What do you do?**

- a. Reject the application
- b. Accept the application but don't mail it to the county voter registrar
- c. Accept the application as is
- d. Advise the applicant that the county voter registrar will delay the processing of the application without the phone number

18) _____ **If a voter does not move to another address or is not finally convicted of a crime, his/her registration automatically renews every even-numbered year. Is this statement true or false?**

- a. True
- b. False

19) _____ **Which of the following actions is not a function of the voter registration application?**

- a. Request for a replacement voter registration certificate
- b. Initial request to be a registered voter
- c. Make a name change to an existing voter registration
- d. Apply to vote during the early voting period

20) _____ **When you are terminated as a Volunteer Deputy Registrar, which of the following items are you allowed to keep for your records?**

- a. Your receipt book
- b. Voter registration applications
- c. Your certificate of appointment
- d. None of the above