

# 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 applicant residing in the neighboring counties in which I am 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 registered voters at a campaign rally or public event
  - d. You distributed blank application forms to voters for the voters to fill out and mail in themselves.
- 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  
Provide the name and/or address change on the back of his/her voter registration
- b. 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
- c. Applications may be mailed by the volunteer deputy registrar
- d. Applications may be given from one volunteer deputy 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 10<sup>th</sup> day after you receive them
- b. Applications must be delivered by 5pm on the 5<sup>th</sup> 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 your term as a volunteer deputy registrar ends, 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