



Texas Secretary of State
ELECTIONS DIVISION



Texas High School Deputy Registrar Training



Main Points

-  Required Responsibilities
-  Who Is Responsible For These Duties
-  Where To Get Applications
-  When To Distribute Voter Registration Applications
-  Who Is Eligible
-  Delivery Of Applications



Importance Of High School Deputy Registrars

Promote Early Civic Engagement

- They help students understand their rights and responsibilities as citizens at a younger age.
- Encourage lifelong voting habits starting at age 18.

Increase Voter Turnout

- Schools with active and consistent registrars often see higher registration and participation rates among young voters.

Make Registration Accessible

- By bringing the voter registration process into the school, they eliminate barriers like transportation or lack of information.

Build a More Voter-Informed Generation

- These registrars often educate students on how elections work and why their vote matters.



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Required Responsibilities



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As a high school principal in Texas, you are **required** to serve as a deputy voter registrar for the county in which your school is located. However, you may designate another individual to take on these responsibilities. While there are many activities you can initiate to encourage participation within your school to increase voter registration, the state requirements are:

A high school deputy registrar should obtain voter registration applications and other materials from their school board administrator or the Secretary of State.

During the final month of each semester, voter registration applications must be distributed along with a notice informing students how to return their completed VR applications.

Voter registration applications must be provided to eligible students or employees upon request by the applicant. Assistance may be provided while the applicant is filling out the form.

Upon receipt of an application, the deputy registrar should review the voter registration application for completeness and return it to the applicant if there is missing information.

After a voter registration application has been completed, the deputy registrar **MUST** deliver it to the county voter registrar within **five days**.

Find more information in Texas Election Code Sections 31.003 and 13.046, the Texas Administrative Code Chapter 81, and the National Voter Registration Act for requirements related to High School Deputy Registrars.



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Who Can Perform These Duties



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You may designate **one** individual in writing to serve as your high school deputy voter registrar, acting on your behalf to register eligible voters. No specific form is mandated for this written designation; an email or interoffice memorandum is acceptable. The designated person can use the document to identify their role as the authorized high school deputy registrar.



You have the right to remove the designated representative from the position at any time by providing them with written notification (which can also be an email or interoffice memorandum) clearly stating the basis for removal. Should the designated person be removed or leave their school, they are required to return all voter registration materials to you. Following such a removal, you will resume the responsibilities of high school deputy registrar until a new designation is made.



If the designated individual is transferred or terminated from employment, the designated individual must also return the voter registration materials to you.



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Where to Obtain Voter Registration Applications



Primary Source

You can easily obtain voter registration applications that are specially coded for public and private high schools by filling out an order form.

These forms can be ordered directly from the Secretary of State's office free of charge.

To order these applications, please use the [High School Voter Registration Application Order Form](#) on the Secretary of State's website.

Forms are available in both English and Spanish.



Secondary Source

Get in contact with your county election office for voter registration applications or refer applicants to our Office's website to print their own applications.

Write on the completed applications "H.S. 18" before delivering them in order to aid in tracking.

Collecting and delivering these applications will also work for the purpose of registering students or employees in your school as long as all forms are completed correctly.

These applications have the same delivery deadline of 5 days.



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When to Distribute Voter Registration Applications



Minimum Required Distribution

The law requires that high school principals distribute voter registration applications to eligible students at least twice a year. This should be done during the final month of each semester to maximize the number of eligible students who have turned 18 since the last distribution. However, there is nothing in the law that prevents you from distributing applications throughout the year.

Additional Distributions

You can also institute a program to deliver a voter registration application to each student on or near their 18th birthday. Again, there is no legal limit on the number of times you may distribute voter registration applications to individuals at your school.



Other Approaches to Registering Eligible Voters

Passive Methods

- Have voter registration applications available in the school library or front office for seniors to be able to take, complete, and return to the high school deputy registrar.
- Set up a table in a common area (like the cafeteria or main hallway) with registration forms, eligibility requirements, and instructions for seniors to take and complete at their convenience.
- Add a link to the Secretary of State's website on the school website or student portals.
- Dedicate a space for a bulletin board that includes registration information, deadlines, and eligibility information.

Active Methods

- Discuss voter registration in presentations in Government and Economic classes.
- Host school-wide events for seniors during lunch, assemblies, or information nights where students can register with help from voter registrars.
- Include voter registration in graduation preparations.
- Use morning announcements, posters, and school newsletters to share information and encourage registration.

What truly matters isn't the specific method used for voter registration, but how effectively its importance is communicated. Students need to be taught why voter registration is significant and the full impact that it has.



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Who is Eligible to Register to Vote?



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Must be a United States citizen.

Must be 18 years old.

Students who are 17 years, 10 months of age may register to vote for an upcoming election if they will be 18 years of age on Election Day.

Eligibility

While high schools may have students with green cards or foreign exchange students attending high school on a student visa, these students are not eligible to register to vote.

Distributing voter registration applications twice a year at the end of each semester ensures that students who have birthdays later in the school year have the same opportunity to register as those students who have earlier birthdays.



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Must not have been finally convicted of a felony, or if a felon, must have completed all of the punishment, including any term of incarceration, parole, supervision, or period of probation, or must have been pardoned or otherwise released from the resulting disability to vote.

Employees of the campus may also register to vote through the high school deputy registrar if they choose to.

Eligibility

Must not have been determined by a final judgment of a court exercising probate jurisdiction to be totally mentally incapacitated or partially mentally incapacitated without the right to vote.

This includes an employee who needs to change information on an active voter registration.



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Reviewing

After the application has been completed and the applicant is still present

review each section

be sure to confirm all information

correct any errors; and

gather missing information.

NOTE: Some fields are required while others are optional; only the required fields are to be reviewed.

WRITE YOUR TEXAS COUNTY OF RESIDENCE IN THE BOX ON THE BACK SIDE. THEN, FOLD AND MOISTEN SHUT TO SEAL.

TEXAS VOTER REGISTRATION APPLICATION For Official Use Only
Prescribed by the Office of the Secretary of State VR18.2025E.13

Register to vote
With this application, you can register to vote in Texas; change your address, name, or other information; or request a replacement certificate.

Questions?
Call your local voter registrar
Visit sos.texas.gov or votetexas.gov
Este formulario está disponible en español. Por favor llame a su registrador de votantes local para conseguir una versión en español.

Instructions
1 Fill out Sections 1-8. Please print clearly in ink.
2 Read and then sign and date in Section 9.
3 Write your Texas county of residence in the box on the back side.
4 Fold and moisten shut to seal.
5 Mail via the U.S. Postal Service or deliver this application in-person to your local voter registrar.

Eligibility
1 Are you a citizen of the United States of America?.....☐ Yes ☐ No
Will you be 18 years of age on or before Election Day?...☐ Yes ☐ No **!** If you checked 'no' in response to either of these questions, do not complete this form.

Check the box that applies to you
2 ☐ New Application ☐ Change of Address, Name, or Other Information
☐ Request a Replacement Certificate

Voter information
First Name _____ Middle Name (if any) _____
Last Name (include suffix: Jr., Sr., III) _____
3 Former Name (if any) _____
Date of Birth (mm/dd/yyyy) / /

Residence address
No P.O. Box, Rural Route, or business address
4 Number and Street (if none, describe where you live) _____ Apt/Unit _____
City _____ TEXAS _____ Zip Code _____ County _____

Mailing address
Skip if same as residence
5 Number and Street _____ Apt/Unit _____
City _____ State _____ Zip Code _____

Previous residence address
Skip if same as residence
6 Number and Street (if none, describe where you lived) _____ Apt/Unit _____
City _____ State _____ Zip Code _____ County _____

Identification
You must provide one of the following numbers
7 Texas Driver's License (TX DL) or Texas Identification (TX ID) Card number (issued by the Texas Department of Public Safety): OR I have not been issued a TX DL or TX ID Number, and the last four digits of my Social Security Number are: XXX - XX - OR I do not have a TX DL, TX ID, or Social Security Number ☐

Optional information
8 Telephone Number _____ I am interested in serving as an election worker ☐ Yes ☐ No Gender ☐ Male ☐ Female

! **Applicant, sign here**
9 I understand that giving false information to procure a voter registration is perjury and a crime under state and federal law. Conviction of this crime may result in imprisonment up to one year in jail, a fine up to \$4,000, or both.
I am a resident of this county and a U.S. citizen.
Signature of applicant or signature of agent and relationship to applicant or printed name of applicant (if signed by witness) _____ Date (mm/dd/yyyy) / /



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Reviewing Section 1

These two questions are required to be answered.

If “No” is checked for either of the questions, the rest of the form is not to be completed.

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TEXAS VOTER REGISTRATION APPLICATION		For Official Use Only	
Prescribed by the Office of the Secretary of State		VR18.2025E.I3	
Register to vote With this application, you can register to vote in Texas; change your address, name, or other information; or request a replacement certificate.		Instructions 1 Fill out Sections 1-8. Please print clearly in ink. 2 Read and then sign and date in Section 9. 3 Write your Texas county of residence in the box on the back side. 4 Fold and moisten shut to seal. 5 Mail via the U.S. Postal Service or deliver this application in-person to your local voter registrar.	
Questions? Call your local voter registrar Visit sos.texas.gov or votetexas.gov Este formulario está disponible en español. Por favor llame a su registrador de votantes local para conseguir una versión en español.			
Eligibility	1 Are you a citizen of the United States of America? ☐ Yes ☐ No Will you be 18 years of age on or before Election Day? ☐ Yes ☐ No	If you checked 'no' in response to either of these questions, do not complete this form.	
Check the box that applies to you	2 ☐ Request a Replacement Certificate		
Voter information	First Name Middle Name (if any) Last Name (include suffix: Jr., Sr., III) Former Name (if any) Date of Birth (mm/dd/yyyy)		
Residence address <i>No P.O. Box, Rural Route, or business address</i>	4 Number and Street (if none, describe where you live) City State Zip Code	Apt/Unit County	
Mailing address <i>Skip if same as residence</i>	5 Number and Street City State Zip Code	Apt/Unit	
Previous residence address <i>Skip if same as residence</i>	6 Number and Street (if none, describe where you lived) City State Zip Code	Apt/Unit County	
Identification <i>You must provide one of the following numbers</i>	7 Texas Driver's License (TX DL) or Texas Identification (TX ID) Card number (issued by the Texas Department of Public Safety): OR I have not been issued a TX DL or TX ID Number, and the last four digits of my Social Security Number are: XXX - XX - OR I do not have a TX DL, TX ID, or Social Security Number		
Optional information	8 Telephone Number I am interested in serving as an election worker ☐ Yes ☐ No Gender ☐ Male ☐ Female		
Applicant, sign here	9 I understand that giving false information to procure a voter registration is perjury and a crime under state and federal law. Conviction of this crime may result in imprisonment up to one year in jail, a fine up to \$4,000, or both. I am a resident of this county and a U.S. citizen. Signature of applicant or signature of agent and relationship to applicant or printed name of applicant (if signed by witness) X	I have not been finally convicted of a felony, or if a felon, I have completed all of my punishment, including any term of incarceration, parole, supervision, period of probation, or I have been pardoned. I have not been determined by a final judgment of a court exercising probate jurisdiction to be totally mentally incapacitated or partially mentally incapacitated without the right to vote. Date (mm/dd/yyyy)	



Reviewing Section 2

In this section the applicant is to answer if they are:

- registering to vote for the first time as a new voter
- updating their address, name or other Information
- requesting a replacement voter registration card

WRITE YOUR TEXAS COUNTY OF RESIDENCE IN THE BOX ON THE BACK SIDE. THEN, FOLD AND MOISTEN SHUT TO SEAL.

TEXAS VOTER REGISTRATION APPLICATION

Prescribed by the Office of the Secretary of State VR18.2025E.I3 For Official Use Only

Register to vote
With this application, you can register to vote in Texas; change your address, name, or other information; or request a replacement certificate.

Questions?
Call your local voter registrar
Visit sos.texas.gov or votetexas.gov
Este formulario está disponible en español. Por favor llame a su registrador de votantes local para conseguir una versión en español.

Instructions
1 Fill out Sections 1-8. Please print clearly in ink.
2 Read and then sign and date in Section 9.
3 Write your Texas county of residence in the box on the back side.
4 Fold and moisten shut to seal.
5 Mail via the U.S. Postal Service or deliver this application in-person to your local voter registrar.

Eligibility
1 Are you a citizen of the United States of America? ☐ Yes ☐ No
Will you be 18 years of age on or before Election Day? ☐ Yes ☐ No **! If you checked 'no' in response to either of these questions, do not complete this application.**

Check the box that applies to you
2 ☐ New Application ☐ Change of Address, Name, or Other Information
☐ Request a Replacement Certificate

Information
Voter First Name Middle Name (if any)
Last Name (include suffix: Jr., Sr., III)
Former Name (if any)
Date of Birth (mm/dd/yyyy) / /

Residence address
No P.O. Box, Rural Route, or business address
4 Number and Street (if none, describe where you live) Apt/Unit
City TEXAS Zip Code County

Mailing address
Skip if same as residence
5 Number and Street Apt/Unit
City State Zip Code

Previous residence address
Skip if same as residence
6 Number and Street (if none, describe where you lived) Apt/Unit
City State Zip Code County

Identification
You must provide one of the following numbers
7 Texas Driver's License (TX DL) or Texas Identification (TX ID) Card number (issued by the Texas Department of Public Safety):
OR I have not been issued a TX DL or TX ID Number, and the last four digits of my Social Security Number are: XXX - XX -
OR I do not have a TX DL, TX ID, or Social Security Number ☐

Optional information
8 Telephone Number I am interested in serving as an election worker ☐ Yes ☐ No Gender ☐ Male ☐ Female

! Applicant, sign here
9 I understand that giving false information to procure a voter registration is perjury and a crime under state and federal law. Conviction of this crime may result in imprisonment up to one year in jail, a fine up to \$4,000, or both.
I am a resident of this county and a U.S. citizen.
Signature of applicant or signature of agent and relationship to applicant or printed name of applicant (if signed by witness) X
Date (mm/dd/yyyy) / /



Reviewing Section 3

The applicant's date of birth must include the month, day, and year they were born.

WRITE YOUR TEXAS COUNTY OF RESIDENCE IN THE BOX ON THE BACK SIDE. THEN, FOLD AND MOISTEN SHUT TO SEAL.			
TEXAS VOTER REGISTRATION APPLICATION			For Official Use Only
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Register to vote With this application, you can register to vote in Texas; change your address, name, or other information; or request a replacement certificate. Questions? Call your local voter registrar Visit sos.texas.gov or votetexas.gov Este formulario está disponible en español. Por favor llame a su registrador de votantes local para conseguir una versión en español.		Instructions 1 Fill out Sections 1-8. Please print clearly in ink. 2 Read and then sign and date in Section 9. 3 Write your Texas county of residence in the box on the back side. 4 Fold and moisten shut to seal. 5 Mail via the U.S. Postal Service or deliver this application in-person to your local voter registrar.	
Eligibility			
1	Are you a citizen of the United States of America?..... ☐ Yes ☐ No Will you be 18 years of age on or before Election Day?..... ☐ Yes ☐ No	If you checked 'no' in response to either of these questions, do not complete this form.	
Check the box that applies to you			
2	☐ New Application ☐ Change of Address, Name, or Other Information ☐ Request a Replacement Certificate		
Voter information			
First Name _____		Middle Name (if any) _____	
Last Name (include suffix: Jr., Sr., III) _____			
3	Former Name (if any) _____		
Date of Birth (mm/dd/yyyy) / / 			
Residence address <i>No P.O. Box, Rural Route, or business address</i>			
4	Number and Street (if none, describe where you live) _____		City _____
TEXAS		Zip Code _____	County _____
Mailing address <i>Skip if same as residence</i>			
5	Number and Street _____		Apt/Unit _____
City _____		State _____	Zip Code _____
Previous residence address <i>Skip if same as residence</i>			
6	Number and Street (if none, describe where you lived) _____		Apt/Unit _____
City _____		State _____	Zip Code _____
Identification <i>You must provide one of the following numbers</i>			
7	Texas Driver's License (TX DL) or Texas Identification (TX ID) Card number (issued by the Texas Department of Public Safety): 	OR	I have not been issued a TX DL or TX ID Number, and the last four digits of my Social Security Number are: XXX - XX -
		OR	☐ I do not have a TX DL, TX ID, or Social Security Number
Optional information			
8	Telephone Number _____	I am interested in serving as an election worker ☐ Yes ☐ No	Gender ☐ Male ☐ Female
Applicant, sign here			
9	• I understand that giving false information to procure a voter registration is perjury and a crime under state and federal law. Conviction of this crime may result in imprisonment up to one year in jail, a fine up to \$4,000, or both. • I am a resident of this county and a U.S. citizen.		
Signature of applicant or signature of agent and relationship to applicant or printed name of applicant (if signed by witness) _____			
Date (mm/dd/yyyy) / / 			



Reviewing Section 4

The address provided must clearly indicate where the applicant resides.

This information is important because it determines the applicant's voting precinct and the races on which they are eligible to vote.

An incorrect residence address will not only cause complications when the voter registrar is processing the application, but it could also result in an incorrect voting precinct or polling location.

WRITE YOUR TEXAS COUNTY OF RESIDENCE IN THE BOX ON THE BACK SIDE. THEN, FOLD AND MOISTEN SHUT TO SEAL.

TEXAS VOTER REGISTRATION APPLICATION

Prescribed by the Office of the Secretary of State VR18.2025E.I3 For Official Use Only

Register to vote
With this application, you can register to vote in Texas; change your address, name, or other information; or request a replacement certificate.

Questions?
Call your local voter registrar
Visit sos.texas.gov or votetexas.gov
Este formulario está disponible en español. Por favor llame a su registrador de votantes local para conseguir una versión en español.

Instructions
1 Fill out Sections 1-8. Please print clearly in ink.
2 Read and then sign and date in Section 9.
3 Write your Texas county of residence in the box on the back side.
4 Fold and moisten shut to seal.
5 Mail via the U.S. Postal Service or deliver this application in-person to your local voter registrar.

Eligibility
1 Are you a citizen of the United States of America? ☐ Yes ☐ No
Will you be 18 years of age on or before Election Day? ☐ Yes ☐ No **!** If you checked 'no' in response to either of these questions, do not complete this form.

Check the box that applies to you
2 ☐ New Application ☐ Change of Address, Name, or Other Information
☐ Request a Replacement Certificate

Voter information
First Name _____ Middle Name (if any) _____
Last Name (include suffix: Jr., Sr., III) _____
3 Former Name (if any) _____
Date of Birth / /

Residence address
No P.O. Box, Rural Route, or business address
4 Number and Street (if none, describe where you live) _____ Apt/Unit _____
City _____ TEXAS _____ Zip Code _____ County _____

Mailing address
Skip if same as residence
5 Number and Street _____ Apt/Unit _____
City _____ State _____ Zip Code _____

Previous residence address
Skip if same as residence
6 Number and Street (if none, describe where you lived) _____ Apt/Unit _____
City _____ State _____ Zip Code _____ County _____

Identification
You must provide one of the following numbers
7 Texas Driver's License (TX DL) or Texas Identification (TX ID) Card number (issued by the Texas Department of Public Safety):
OR I have not been issued a TX DL or TX ID Number, and the last four digits of my Social Security Number are: XXX - XX -
OR ☐ I do not have a TX DL, TX ID, or Social Security Number

Optional information
8 Telephone Number _____ I am interested in serving as an election worker ☐ Yes ☐ No Gender ☐ Male ☐ Female

Applicant, sign here
9 **!** I understand that giving false information to procure a voter registration is perjury and a crime under state and federal law. Conviction of this crime may result in imprisonment up to one year in jail, a fine up to \$4,000, or both.
I have not been finally convicted of a felony, or if a felon, I have completed all of my punishment, including any term of incarceration, parole, supervision, period of probation, or I have been pardoned.
I have not been determined by a final judgment of a court exercising probate jurisdiction to be totally mentally incapacitated or partially mentally incapacitated without the right to vote.
Signature of applicant or signature of agent and relationship to applicant or printed name of applicant (if signed by witness) _____ Date (mm/dd/yyyy)



Reviewing Section 5

Mailing Address

- If the applicant has a different mailing address than their residence address, they should provide that information here.

Identical Residence and Mailing Address

- Applicants whose residence address and mailing address are the same can leave this section blank.

Required for Descriptions

- Those who used a description in Section 4 must complete Section 5.

WRITE YOUR TEXAS COUNTY OF RESIDENCE IN THE BOX ON THE BACK SIDE. THEN, FOLD AND MOISTEN SHUT TO SEAL.

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Prescribed by the Office of the Secretary of State		VR18.2025E.I3	
Register to vote With this application, you can register to vote in Texas; change your address, name, or other information; or request a replacement certificate.		Instructions 1 Fill out Sections 1-8. Please print clearly in ink. 2 Read and then sign and date in Section 9. 3 Write your Texas county of residence in the box on the back side. 4 Fold and moisten shut to seal. 5 Mail via the U.S. Postal Service or deliver this application in-person to your local voter registrar.	
Questions? Call your local voter registrar Visit sos.texas.gov or votetexas.gov Este formulario está disponible en español. Por favor llame a su registrador de votantes local para conseguir una versión en español.			
Eligibility	1 Are you a citizen of the United States of America? ☐ Yes ☐ No Will you be 18 years of age on or before Election Day? ☐ Yes ☐ No	If you checked 'no' in response to either of these questions, do not complete this form.	
Check the box that applies to you	2 ☐ New Application ☐ Change of Address, Name, or Other Information ☐ Request a Replacement Certificate		
Voter information	First Name _____ Middle Name (if any) _____ Last Name (include suffix: Jr., Sr., III) _____ Former Name (if any) _____ Date of Birth (mm/dd/yyyy) / /		
Residence address No P.O. Box, Rural Route, or	4 Number and Street (if none, describe where you live) _____ Apt/Unit _____ City _____ TEXAS Zip Code _____ County _____		
Mailing address Skip if same as residence	5 Number and Street _____ Apt/Unit _____ City _____ State _____ Zip Code _____		
Previous residence address Skip if same as residence	6 City _____ State _____ Zip Code _____ County _____		
Identification You must provide one of the following numbers	7 Texas Driver's License (TX DL) or Texas Identification (TX ID) Card number (issued by the Texas Department of Public Safety): OR I have not been issued a TX DL or TX ID Number, and the last four digits of my Social Security Number are: XXX - XX - OR I do not have a TX DL, TX ID, or Social Security Number		
Optional information	8 Telephone Number _____ I am interested in serving as an election worker ☐ Yes ☐ No Gender ☐ Male ☐ Female		
Applicant, sign here	9 I understand that giving false information to procure a voter registration is perjury and a crime under state and federal law. Conviction of this crime may result in imprisonment up to one year in jail, a fine up to \$4,000, or both. I am a resident of this county and a U.S. citizen. Signature of applicant or signature of agent and relationship to applicant or printed name of applicant (if signed by witness) _____ Date (mm/dd/yyyy)		



Reviewing Section 6

Applicants must provide their full previous residence address unless it is the same as the residence address they have provided in Section 4.

WRITE YOUR TEXAS COUNTY OF RESIDENCE IN THE BOX ON THE BACK SIDE. THEN, FOLD AND MOISTEN SHUT TO SEAL.

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Questions? Call your local voter registrar Visit sos.texas.gov or votetexas.gov Este formulario está disponible en español. Por favor llame a su registrador de votantes local para conseguir una versión en español.			
Eligibility	1 Are you a citizen of the United States of America? ☐ Yes ☐ No Will you be 18 years of age on or before Election Day? ☐ Yes ☐ No	If you checked 'no' in response to either of these questions, do not complete this form.	
Check the box that applies to you	2 ☐ New Application ☐ Change of Address, Name, or Other Information ☐ Request a Replacement Certificate		
Voter information	First Name _____ Middle Name (if any) _____ Last Name (include suffix: Jr., Sr., III) _____ Former Name (if any) _____ Date of Birth (mm/dd/yyyy) / /		
Residence address <i>No P.O. Box, Rural Route, or business address</i>	4 Number and Street (if none, describe where you live) _____ Apt/Unit _____ City _____ TEXAS _____ Zip Code _____ County _____		
Mailing address <i>Skip if same as residence</i>	5 Number and Street _____ Apt/Unit _____ City _____ State _____ Zip Code _____		
Previous residence address <i>Skip if same as residence</i>	6 Number and Street (if none, describe where you lived) _____ Apt/Unit _____ City _____ State _____ Zip Code _____ County _____		
Identification <i>You must provide one of the following numbers</i>	7 Identification (TX ID) Card number (issued by the Texas Department of Public Safety): OR TX ID Number, and the last four digits of my Social Security Number are: XXX - XX - OR TX ID, or Social Security Number ☐		
Optional information	8 Telephone Number _____ I am interested in serving as an election worker ☐ Yes ☐ No Gender ☐ Male ☐ Female		
Applicant, sign here	9 I understand that giving false information to procure a voter registration is perjury and a crime under state and federal law. Conviction of this crime may result in imprisonment up to one year in jail, a fine up to \$4,000, or both. I am a resident of this county and a U.S. citizen. Signature of applicant or signature of agent and relationship to applicant or printed name of applicant (if signed by witness) _____ Date (mm/dd/yyyy) /		



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Reviewing Section 7

One of the following MUST be provided on the applicant's voter registration application:

Texas Driver's
License

Personal ID
Number

Last 4 of Social
Security
Number

If they have not been issued any of the IDs listed, the applicant must check the box stating so.

WRITE YOUR TEXAS COUNTY OF RESIDENCE IN THE BOX ON THE BACK SIDE. THEN, FOLD AND MOISTEN SHUT TO SEAL.

TEXAS VOTER REGISTRATION APPLICATION		For Official Use Only	
Prescribed by the Office of the Secretary of State		VR18.2025E.I3	
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Questions? Call your local voter registrar Visit sos.texas.gov or votetexas.gov Este formulario está disponible en español. Por favor llame a su registrador de votantes local para conseguir una versión en español.			
Eligibility	1 Are you a citizen of the United States of America? ☐ Yes ☐ No Will you be 18 years of age on or before Election Day? ☐ Yes ☐ No	If you checked 'no' in response to either of these questions, do not complete this form.	
Check the box that applies to you	2 ☐ New Application ☐ Change of Address, Name, or Other Information ☐ Request a Replacement Certificate		
Voter information	First Name _____ Middle Name (if any) _____ Last Name (include suffix: Jr., Sr., III) _____ Former Name (if any) _____ Date of Birth (mm/dd/yyyy) / /		
Residence address <i>No P.O. Box, Rural Route, or business address</i>	4 Number and Street (if none, describe where you live) _____ Apt/Unit _____ City _____ TEXAS _____ Zip Code _____ County _____		
Mailing address <i>Skip if same as residence</i>	5 Number and Street _____ Apt/Unit _____ City _____ State _____ Zip Code _____		
Previous residence address <i>Skip if same as residence</i>	6 Number and Street (if none, describe where you lived) _____ Apt/Unit _____ City _____ State _____ Zip Code _____ County _____		
Identification <i>You must provide one of the following numbers</i>	7 Texas Driver's License (TX DL) or Texas Identification (TX ID) Card number (issued by the Texas Department of Public Safety): OR I have not been issued a TX DL or TX ID Number, and the last four digits of my Social Security Number are: XXX - XX - OR I do not have a TX DL, TX ID, or Social Security Number ☐		
Applicant, sign here	8 I understand that giving false information to procure a voter registration is perjury and a crime under state and federal law. Conviction of this crime may result in imprisonment up to one year in jail, a fine up to \$4,000, or both. I am a resident of this county and a U.S. citizen. Signature of applicant or signature of agent and relationship to applicant or printed name of applicant (if signed by witness) _____ Date (mm/dd/yyyy)		



Reviewing Section 9

Signature

- In order to confirm their voter registration, the applicant must sign on the X.
- Any mark made by the applicant will be acceptable as the signature.
- Reminder: If the applicant is unable to make a mark on the signature line, you must make note of this on the application and print their name.

Date

- The date is required to confirm when the applicant applied for their voter registration.
- Be sure to confirm the date is correct and clearly states the month, day, and year.
- In some cases this date determines whether a person is eligible to vote in the upcoming election.

WRITE YOUR TEXAS COUNTY OF RESIDENCE IN THE BOX ON THE BACK SIDE. THEN, FOLD AND MOISTEN SHUT TO SEAL.

TEXAS VOTER REGISTRATION APPLICATION

Prescribed by the Office of the Secretary of State VR18.2025E.I3 For Official Use Only

Register to vote
With this application, you can register to vote in Texas; change your address, name, or other information; or request a replacement certificate.

Questions?
Call your local voter registrar
Visit sos.texas.gov or votetexas.gov
Este formulario está disponible en español. Por favor llame a su registrador de votantes local para conseguir una versión en español.

Instructions
1 Fill out Sections 1-8. Please print clearly in ink.
2 Read and then sign and date in Section 9.
3 Write your Texas county of residence in the box on the back side.
4 Fold and moisten shut to seal.
5 Mail via the U.S. Postal Service or deliver this application in-person to your local voter registrar.

Eligibility
1 Are you a citizen of the United States of America? ☐ Yes ☐ No
Will you be 18 years of age on or before Election Day? ☐ Yes ☐ No
If you checked 'no' in response to either of these questions, do not complete this form.

Check the box that applies to you
2 ☐ New Application ☐ Change of Address, Name, or Other Information
☐ Request a Replacement Certificate

Voter information
First Name _____ Middle Name (if any) _____
Last Name (include suffix: Jr., Sr., III) _____
Former Name (if any) _____
Date of Birth (mm/dd/yyyy) / /

Residence address
No P.O. Box, Rural Route, or business address
4 Number and Street (if none, describe where you live) _____ Apt/Unit _____
City _____ TEXAS _____ Zip Code _____ County _____

Mailing address
Skip if same as residence
5 Number and Street _____ Apt/Unit _____
City _____ State _____ Zip Code _____

Previous residence address
Skip if same as residence
6 Number and Street (if none, describe where you lived) _____ Apt/Unit _____
City _____ State _____ Zip Code _____ County _____

Identification
You must provide one of the following numbers
7 Texas Driver's License (TX DL) or Texas Identification (TX ID) Card number (issued by the Texas Department of Public Safety):
OR I have not been issued a TX DL or TX ID Number, and the last four digits of my Social Security Number are: XXX - XX -
OR I do not have a TX DL, TX ID, or Social Security Number

Optional information
8 Telephone Number _____ I am interested in serving as an election worker ☐ Yes ☐ No Gender ☐ Male ☐ Female

Applicant, sign here
9 I understand that giving false information to procure a voter registration is perjury and a crime under state and federal law. Conviction of this crime may result in imprisonment up to one year in jail, a fine up to \$4,000, or both.
I am a resident of this county and a U.S. citizen.
Signature of applicant or signature of agent and relationship to applicant or printed name of applicant (if signed by witness) _____ Date (mm/dd/yyyy) / /
X _____



Common Mistakes

While information can only be reviewed for completeness by high school deputy registrars, it is important not to hesitate to let the applicant know when required sections are visibly missing information. Some common mistakes made by applicants include:

Not answering one of the required questions in Section 1

Failing to provide a valid residence address (only including a street name is not a valid address)

Not completing Section 7 AND failing to check box stating neither of the options have been issued

Not signing or writing the wrong date on the application



Texas Secretary of State
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Notice to Provide High School Students or Employees When Registering to Vote



Notice to High School Students or Employees Registering to Vote

- Each application form must be accompanied by a notice informing the applicant that the application may be submitted in person or by mail to the voter registrar of the county in which the applicant resides or in person to a high school deputy registrar or volunteer deputy registrar for delivery to the voter registrar of the county in which the applicant resides.

NOTICE TO HIGH SCHOOL STUDENTS OR EMPLOYEES REGISTERING TO VOTE

Students and school employees who are 17 years and 10 months of age or older may register to vote by filling out and delivering the attached voter registration application card (or printing out the card filled out at the attached link, where relevant). You may deliver your registration application card in one of the following three ways:

1. You may deliver the application card in person to the voter registrar in your county. The voter registrar in your county is _____ and is located at _____.

Your registration to vote will become effective on the 30th day after you submit the application to the voter registrar or on the date you become 18 years of age, whichever is later.

OR

2. You may mail the application card to the voter registrar in your county. You must complete the registrar's mailing address on the application card. No stamp is necessary.¹ Your registration to vote will become effective on the 30th day after you place the application in the mail or on the date you become 18 years of age, whichever is later. The postmark date is presumed to be the date you placed the application in the mail.

OR

3. You may deliver the application card in person to your high school principal or the principal's designee, or a volunteer deputy registrar. He or she will then deliver your application card to the voter registrar in your county. Your registration to vote will become effective on the 30th day after the principal or principal's designee receives your application, or on the date you become 18 years of age, whichever is later.

You will receive a voter registration certificate by mail. This certificate will show the effective date of your registration to vote.



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Delivery of Completed Applications

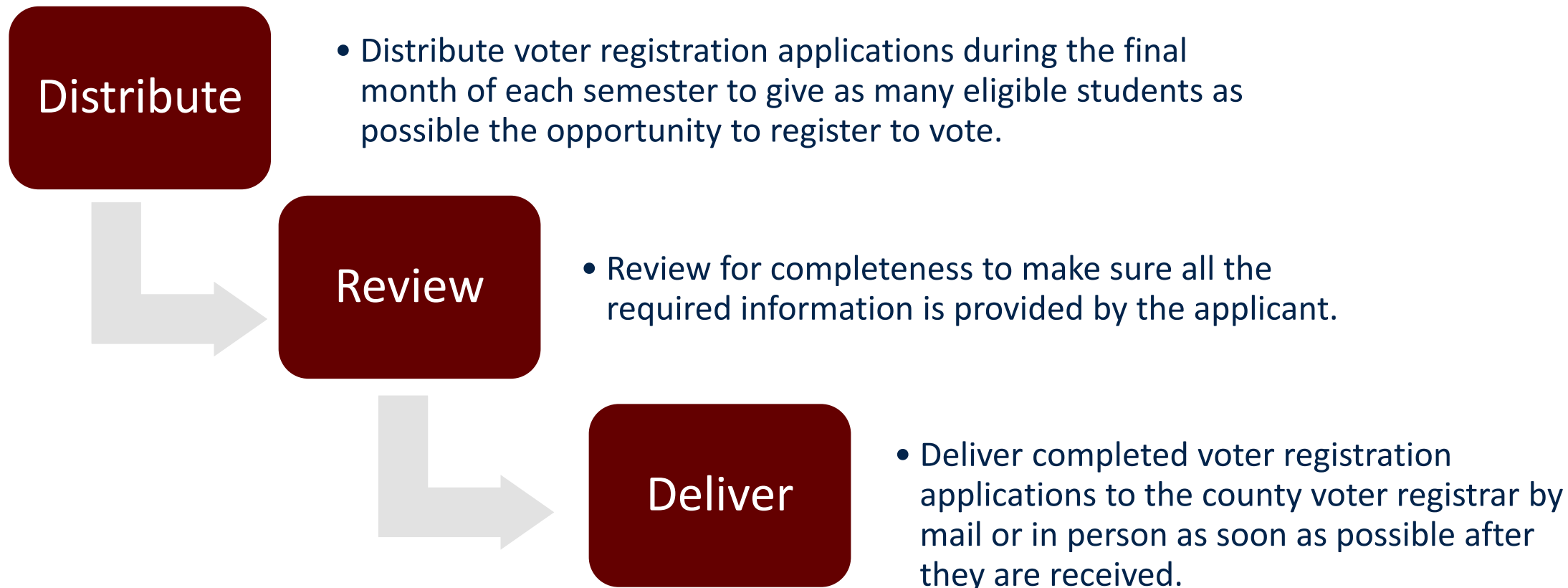


How to Return Completed Applications

- After a voter registration application has been completed, a High School Deputy Registrar **MUST** deliver it to the voter registrar within **five days**.
- The High School Deputy Registrar can deliver a group of applications to the registrar's office by mail in an envelope or package.
- Applications delivered by mail are considered to be delivered **once they are received by the county voter registrar**.
- If an application is completed within 4 days before the last day to register for the upcoming election, you must deliver them by 5:00 p.m. the next business day after the date to submit a timely application.
- If an application is completed on the last day to register to be able to vote in the upcoming election, it must be delivered by 5:00 p.m. the next day.
- **Failure to deliver an application in a timely manner is a criminal offense.**



High School Deputy Registrar Process Summary





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What Is Allowed or Not Allowed



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What is allowed as a High School Deputy Registrar

- Distribute voter registration applications to eligible students.
- Assist students in correctly completing their voter registration forms.
- Collect completed forms from students.
- Submit completed forms to the appropriate election office within the required deadline.
- Host voter registration drives or information sessions at the school.
- Encourage all eligible students to register to vote without pressuring or influencing their political choices.

What is not allowed as a High School Deputy Registrar

- Withhold voter registration opportunities from eligible students requesting an application.
- Endorse or oppose candidates or political parties while acting as a registrar.
- Refuse registration assistance based on political beliefs.
- Alter or withhold completed registration forms.



Reminders

Offer Help, Not Pressure: Do not pressure them to register, choose a party, or vote a certain way.

Use the Correct Applications: Distribute voter registration applications that have been obtained from the Secretary of State because these applications have a code indicating they come from this specific program.

Respect Deadlines: Submit all completed VR forms promptly in order for all eligible students to be registered in time.

Protect Privacy: Keep students' personal information confidential and secure at all times.

Stay Informed: Keep up to date with any changes in voter registration laws and deadlines in order to increase voter turnout for these first time voters.



Available Support



WEBINARS



TRAINING



RESOURCES

elections@sos.texas.gov

800-252-VOTE • 512-463-5650

sos.texas.gov