



September 1, 2016

To: Student Mock Election School Coordinator
From: The California Student Mock Election Team
Subject: 2016 California Student Mock Election Materials/Resources and Instructions

Thank you for encouraging your students to take part in the California Student Mock Election set for **Tuesday, October 11!** For many students, the experience of making their voice heard during this exciting election season will be their first step toward becoming a lifelong voter. With your involvement, this will be a rewarding and memorable experience that inspires students to pre-register to vote when they are 16 or 17 years old. That's right, a recent change in California law allows 16- and 17-year olds to pre-register to vote.

Our mission here is to provide you with the materials and instructions you need to hold a successful mock election at your school. All of these materials are also available for printing under "*Tools for Success*" on the California Student Mock Election web page at <http://www.sos.ca.gov/elections/student-mock-election/tools-success>.

Please take a few minutes to review the "Materials and Resources" and "Instructions for Tabulating and Reporting Election Results" included in your supply kit and listed below. If you have questions or need further assistance, you are welcome to contact us at MyVote@sos.ca.gov or (916) 651-3070.

Materials and Resources

- *California Student Mock Election Ballots* - Students will use ballots to record their choice for President/Vice President, United States Senator, and "yes" or "no" on *seven statewide ballot propositions*. Your school does not have to vote on all contests/propositions in order to participate.
- *Voter Information Guides* – These guides provide official information on candidates and the statewide ballot propositions that appear on the mock election ballot. These guides are a great resource for teachers to select items of interest for discussion among students.
- *School Vote Reporting Form* – This form helps you tabulate the results and report them to the Secretary of State's Office by **5:00 p.m. on October 11**.
- *Instructions for Tabulating and Reporting Election Results* (see page 2).

- *Useful Links for Planning and Holding a Student Mock Election* – Resources include a Teacher’s Guide and other nonpartisan voter information.
- *Mock Election Posters* – with space to write in the date and location of your mock election.
- *Student Poll Worker Flyer* - to inspire high school students to serve their community as a polling place worker on Election Day.
- *“I Voted” Stickers*

Instructions for Tabulating and Reporting Election Results

October 11 is Student Mock Election Day – Please enter your school’s results by **5:00 p.m. on Tuesday, October 11, 2016.**

If your school’s schedule will make it difficult to hold the mock election on that day, you may begin the voting a few days earlier to suit your needs. We only ask that you enter your school results on the Secretary of State’s website no later than **5:00 p.m. on Tuesday, October 11.** This will allow us to include your totals in the statewide results that we post and report to the media on Mock Election Day!

How to Submit Your Results:

- Use the *School Vote Reporting Form* to tabulate your school’s results.
- If voting will take place in classrooms, you are welcome to create your own classroom vote tally form or distribute a copy of the official *School Vote Reporting Form* to each teacher for use in tabulating the votes. However, you will need to combine the classroom results into one campus-wide total before submitting them.
- Log-in to your school coordinator profile that you created on the Secretary of State’s website at <http://www.sos.ca.gov/elections/student-mock-election/>. You will need your email and the password you created in order to log-in. If you have forgotten your password, follow the appropriate links to have your password reset.
- Key in your school’s vote totals and watch the live results webpage at <http://www.sos.ca.gov/elections/student-mock-election-results> to see how your school’s results compares to those from other schools from around the state.
- If you have any trouble reporting your school’s results, contact the California Student Mock Election Team for assistance. Unable to enter your results online? Scan your school’s Vote Reporting Form and email to MyVote@sos.ca.gov.

California Student Mock Election Team:
Phone: (916) 651-3070 | Email: MyVote@sos.ca.gov