



**Contact us
for more info!**

Student Election Clerk

EL PASO COUNTY
ELECTIONS DEPARTMENT

Can I still work as a Student Election Clerk once I turn 18?

A high school or home schooled student who is 18 years of age but is not yet registered to vote is eligible to serve as a regular Poll Worker. We encourage all individuals who are eligible to register to vote to do so, at which point they would be eligible to serve as a regular Election Judge or clerk rather than as a Student Election Clerk.

SCAN ME



El Paso County Elections Department

Enrique Moreno County Courthouse
500 E. San Antonio Avenue, Suite 314
El Paso, Texas 79901

Phone: (915) 273-3597

Fax: (915) 273-3574

Website: www.epcountyvotestx.gov

 @EPCountyElections

 facebook.com/EPCountyElections

 @EP_Elections



What are Student Election Clerks?

High school students who are 16 years of age or older have the opportunity to participate in the electoral process by serving as Student Election Clerks at any voting place during Early Voting or on Election Day.

This program is designed to provide students with a greater awareness of the electoral process and the rights and responsibilities of voters. The students will assist their local election officials by filling positions at voting places during Early Voting or on Election Day.

What are the required qualifications of a Student Election Clerk?

To be qualified, you must:

- Be at least 16 years old on Election Day;
- Be enrolled in a public, private, or qualified home school;
- Be a U.S. citizen;
- Have consent of your parent or legal guardian to work the election; and
- Have consent of your school Principal (or parent/legal guardian for home-schooled students).

How often can I serve as a Student Election Clerk?

A school district may excuse a student for the purpose of serving as an Early Voting and/or Election Day Student Election Clerk for a maximum of two days in a school year.

What are the benefits of serving as a Student Election Clerk?

Some of the benefits of serving are:

- Get paid hourly for their service;
- Gain practical experience by serving their community and the State of Texas;
- Experience is an impressive addition to a resumé or college application;
- Take part in a rewarding activity while learning about the democratic process; and
- Earn community service hours for school.

What are the responsibilities of a Student Election Clerk?

Working under the supervision of the Presiding Judge, Student Election Clerks may assist with the following duties:

- Organizing the voting place before the polls open;
- Ensuring that qualified voters are permitted to vote;
- Checking in and processing voters; and
- Providing instructions and assistance to voters.

How do I apply to be a Student Election Clerk?

To serve you must:

- Download and complete the Student Election Clerk Application and Permission Form, available on our website, www.epcountytotestx.gov.
- Have your parent or legal guardian complete and sign the permission portion.
- Have your school Principal complete and sign the authorization section. Also, take the proper steps to ensure that your absence from school will be excused during the Early Voting period or on Election Day.

You can submit your completed application in one of two ways:

- By mail to:
El Paso County Elections Department
Attn: Lisa Wise, Elections Administrator
500 E. San Antonio Ave., Suite 314
El Paso, Texas 79901
- By email to ep elections@epcountytx.gov. In the email title include "Your full name - Student Election Clerk Application and Permission Form" and include your completed application as an attachment.
- Try to send application at least 60 days prior to Election Day (even though there is no statutory deadline).
- If selected, attend the required Poll Worker training prior to serving as a Student Election Clerk. This training provides all the necessary information and knowledge to be a successful Student Election Clerk.

