



**UPMC SCHOOLS OF NURSING
POLICY**

SUBJECT: Voter Registration
DATE: May 28, 2019

INDEX TITLE: Student Financial Aid

I. POLICY:

It is the policy of UPMC Schools of Nursing (SON) to make a good faith effort to provide voter registration information to enrolled students.

II. PURPOSE:

The purpose of the Voter Registration policy is to ensure the UPMC SON distributes voter registration forms to students according to the Federal Student Aid Handbook.

III. SCOPE:

This policy applies to each school within the UPMC SON.

IV. REFERENCES AND GUIDELINES:

UPMC SON will individually distribute voter registration forms in June to all enrolled students. The voter registration form can be distributed by one of two methods:

- Paper Copy: The voter registration form can be individually mailed to all students
- Electronic Message: An electronic message, devoted solely to voter registration, can be distributed to each student containing the voter registration form or a link to where the form can be downloaded.

For further or detailed clarification on the Voter Registration process, the following guidelines should be referenced:

1. US Department of Education Student Financial Aid Handbook
2. Code of Federal Regulations

Originated: 05/28/19

Reviewed/Revised: 05/28/19; 3/4/20; 4/7/21; 01/08/22

Effective Date: 05/28/19; 3/4/20

Signature:

Date:

Executive Director, UPMC Schools of Nursing

Signature:

Date:

Associate Executive Director, UPMC Schools of Nursing