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| POLICY TITLE: <i>Protected Time to Vote Policy</i>                             | APPROVAL DATE: <i>October 6, 2022</i> |
| RESPONSIBLE DEPARTMENT: <i>Office of Curriculum Management and Integration</i> | APPLIES TO: <i>All Students</i>       |

## POLICY STATEMENT

UCCOM will provide 2.5 hours of protected time for students in all phases of the curriculum to vote in presidential and midterm elections. Course and clerkship directors will be able to identify a time slot appropriate for that course/clerkship's course/clinical requirements and will have the autonomy to address this in each respective syllabus but a minimum of 2.5 hours of protected time is suggested.

Students in the Phase II or III curricula who are scheduled for a clinical shift on election day will be empowered to communicate with their preceptor or clerkship director to schedule time to vote on or before election day. Students in the Phase II or III curricula who are prohibited from voting due to scheduling on election day may submit a half-day Medical Student Status Form (MSSF) per the M3/M4 Attendance and Absences Policy. The MSSF must be requested at least 2 weeks prior to election day and will count toward the students permitted personal days.

For students in Phase I of the curriculum, a time slot will be scheduled on LEO from 5:00pm to 7:30pm Eastern Time on midterm and presidential election days to allow students to vote, and to ensure that no coinciding events are scheduled. In addition, a LEO long event banner will be created one month and one week prior to the day of the election to remind students of the opportunity to register to vote before the deadline of one month prior to election day.

For students in the Phase II or III curricula, a long event banner will be created on LEO one month and one week prior to the day of the election reminding students of the opportunity to register to vote before the deadline of one month prior to election day. A second long event banner will be created on LEO 3 weeks prior to election day with a due date of 2 weeks before the election to remind students to talk to their preceptor or clerkship director to schedule time to vote (including early voting), request an absentee ballot, or submit an MSSF.

For information on how to register to vote in Ohio, Kentucky, and Indiana, students can refer to these links:

<https://vote.gov/register/oh/>

<https://vote.gov/register/ky/>

<https://vote.gov/register/in/>