



Administrative Policies and Procedures: 18.7

Subject:	Selective Service/Voter Registration for 18 Year Olds in a Youth Development Center
Authority:	U.S. Code § 3328 - Selective Service registration; TCA 2-2-102, 2-2-109, 2-2-115
Standards:	None
Application:	To All Department of Children's Services YDC employees
Policy Statement:	
Eligible youth placed at a Youth Development Center register for the Selective Service and are afforded the opportunity to register to vote in state and federal elections.	
Purpose:	
To provide guidelines for Residential Case Mangers or Superintendent's designee, to ensure youth who are required to register for Selective Service do so by federal deadlines. Youth who are 18 are allowed to register to vote.	
Procedures:	
A. Selective Service Registration	Residential Case Mangers (RCM), or the Superintendent's designee, at a YDC assist youth in registering for the selective service. <ol style="list-style-type: none"> 1. It is the law that youth who are within 30 days of their 18th birthday register. 2. Youth can register online at www.sss.gov. 3. Youth should use their permanent, or home, address to register. They should not use the address of the YDC. 4. Youth have to provide their social security number.
B. Failing to Register for Selective Service - Penalties	Youth who refuse to register must be informed of the penalties they will incur. Men who fail to register by their 26 th birthday can be permanently barred from receiving: <ol style="list-style-type: none"> a) Federal student loans b) Placement in federally funded job training programs; and c) Will not qualify for some federal jobs. <ul style="list-style-type: none"> ◆ See www.sss.gov for further information regarding penalties for failing to register.

<p>C. Voter Registration Procedures</p>	<ol style="list-style-type: none"> 1. Youth who are 18 years of age and are residents of Tennessee are eligible to vote. 2. YDC staff educates all youth regarding the right to vote and hold voter registration events at least twice a year. 3. If a youth wishes to register to vote, download the Voter Registration Application from the Tennessee Secretary of State’s website at http://sos.tn.gov/node/5996. 4. Once the application is completed, YDC staff sends the application to the County Election Commission in the youth’s county of residence. Contact information for County Elections Commissions is located on the Tennessee Secretary of State website at http://sos.tn.gov/elections/voter-information. 5. A youth who is away from their home county during an election may be able to vote with an absentee ballot. Details and instructions are also found on the website mentioned above. <ul style="list-style-type: none"> ◆ A youth must be registered no later than thirty (30) days before an election.
<p>D. Documentation</p>	<p>YDC staff that assists youth with Selective Service or Voter Registration documents results in TFACTS case recordings.</p>

<p>Forms:</p>	<p><u><i>Voter Registration Application</i></u></p>
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<p>Collateral documents:</p>	<p><i>None</i></p>
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<p>Glossary:</p>		
<p><i>Term</i></p>	<p><i>Definition</i></p>	
	<p>None</p>	