

Annexure 3 – Sample formats

A. Sample Ballot Paper

Assign responsibility to 2-3 students/a group to make ballot papers for each office bearer nomination as per the class size by either taking printouts or making them manually using paper and pen. Alternatively, one ballot paper per student can also be assigned. Please provide names of nominated students to be elected.

A sample is given below:

| | |
|------------------------------------|--|
| BALLOT | |
| President for ACTiZENS Club | |
| Vihan Bhargava | |
| | |
| Swati Deshpande | |
| | |
| NOTA | |

B. Sample Voter Registration Card

Ask each student to prepare/print a ‘Voter Registration Card’ using a small piece of paper. To register to vote, each child should fill out a mock voter registration card on which they write their name, classroom, grade, and any other information you would like them to add. This process lets the students know that adults have to register officially long before they can vote on Election Day.

A sample is given below:

| | |
|--------------------------------|--|
| Voter Registration Card | |
| | |
| Name | |
| | |
| Age | |
| | |
| Grade | |
| | |
| Section | |

C. Voter's List

The teacher will collect all the Voter Registration Cards and make a voters' list. Make sure to leave space after each student's name for their signature before they are given a ballot. Let the students know that this process ensures that people can vote only once in a single election cycle. Teacher can take a copy of attendance list with space for students to sign.

A sample is given below:

| Voter List | |
|-----------------|---------------|
| Name | Class/section |
| Smita Tapadiya | |
| | |
| Md. Ismail | |
| | |
| Gurcharan Singh | |
| | |
| ... | |

D. Ballot Box

A group of students/teachers can make the ballot box using a shoe box or cardboard box with a small slit on the top. If they like, they can cover it with coloured paper and label it as "BALLOT BOX - ACTIZENS' CLUB."

