



# DENISE W. MERRILL

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CONNECTICUT

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-PRESS RELEASE-

## SECRETARY MERRILL UNVEILS FIRST- EVER CERTIFICATION PROGRAM FOR CONNECTICUT REGISTRARS OF VOTERS

SECRETARY OF THE STATE IN PARTNERSHIP WITH UCONN SCHOOL OF  
BUSINESS, REGISTRARS OF VOTERS ASSOCIATION, STATE ELECTIONS  
ENFORCEMENT ESTABLISHES PROFESSIONAL DEVELOPMENT PROGRAM

**HARTFORD:** Secretary of the State Denise Merrill today joined the Dean of the UCONN School of Business John Elliott, Melissa Russell, President of the Registrars of Voters Association of Connecticut (ROVAC), and Michael Brandi, Executive Director of the State Elections Enforcement Commission (SEEC) to announce the launch of the first-ever professional certification program for Connecticut's registrars of voters. According to Connecticut's recently enacted election reform law "An Act Strengthening Connecticut Elections" mandated that all registrars of voters be certified within two years of the law taking effect. The certification program will officially launch on September 14, 2015 and will consist of classes addressing topics such as the legal role of the registrar, how to prepare for and execute Election Day, various state and federal voting regulations, and other critical topics (a complete list of topics follows at the end of this news release). Classes will be taught through the UCONN School of Business Connecticut Information Technology Institute (CITI), and registrars will be able to attend classes via live video feed at campuses throughout the state.

"I am so happy to announce the launch of this certification program, which gives our hard working registrars the professional development and training in election administration they have sought for years," said Secretary Merrill, Connecticut's chief election official. "The job of registrar of Voters has changed significantly as election administration has become far more technical and regulated at the state and federal level. I am grateful for the partnership with SEEC and ROVAC in establishing certification for registrars, and I am also grateful for the collaboration of Dean Elliot and the UCONN School of Business in making this happen at different campuses simultaneously. Most importantly, professional certification of registrars will lead to the best Election Day experience for Connecticut voters, which all of us want."

“The UCONN School of Business is pleased, and honored, to provide this educational service, which will strengthen registrars of voters in Connecticut and bring greater clarity and professionalism to the state’s election process,” said John A. Elliott, dean of the School of Business. “We are prepared to deliver these programs on our beautiful campuses, in professional and comfortable classrooms, using sophisticated technology that is already in place for distance learning through the School’s Connecticut Information Technology Institute (CITI). As such, it will be easier and more convenient for registrars throughout the state to learn at whichever campus is most convenient, while easily viewing and communicating with their instructor and colleagues. Providing service to municipalities across the state is in keeping with the University’s mission to serve Connecticut citizens in whatever capacity possible and is just one of the many professional and career-development opportunities afford residents each year.

Melissa Russell, President of ROVAC, said, “ROVAC has long been an advocate for increasing education opportunities for registrars across the state. We are excited to see the certification program kick off and are looking forward to our registrars' participation.”

Michael Brandi, Executive Director and General Counsel for SEEC, said, “I am so pleased to celebrate the launch of this registrar certification and training program. Together we have worked to prioritize training and certification for election officials. Yes, it is now mandatory, but it is also something we hope is looked at as a benefit not only to election officials but also to the voters of Connecticut. I congratulate Secretary Merrill on getting this legislation passed and look forward to seeing this program grow and expand in Connecticut.”

A bipartisan committee of registrars and representatives of Secretary Merrill’s office and SEEC generated the curriculum for the certification process. In addition to the onetime certification, registrars are now also required to receive yearly training on new election-related legislation or regulations relevant to the performance of their duties. The cost of professional certification for registrars is estimated at \$1,600 per registrar, to be funded by the municipality the registrar serves. The registrar certification requirements include being a certified election moderator and passing the following course units:

**Certification Requirements**

- Certified Elections Moderator**
- Attend All 8 Training Classes and Pass Each with a Score of 80%**
- Pass Final Exam with a Score of 90% or More**

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**Curriculum**

- Unit 1: Elections Administration, Election Laws, and Regulations**  
4 Hours
- Unit 2: Voter Registration, Maintaining Accurate Voter Lists & Service to Voters**  
4 Hours
- Unit 3: Registrars' Office Management**  
2 Hours
- Unit 4: Preparing for Elections, Primaries, Referenda, and EDR**  
4 Hours
- Unit 5: Conducting Elections, Primaries, Referenda, and EDR**  
3 Hours
- Unit 6: Absentee Voting & Supervised Absentee Voting**  
4 Hours
- Unit 7: Post-Election Audits and Recanvasses**  
4 Hours
- Unit 8: Petitions**  
2 Hours