

**American Bar Association  
Law Student Division  
Spring Meeting and Elections**

**Voting and Proxy Procedures**

The ABA Law Student Division Circuit Governors are elected during the Circuit Spring Meeting and Elections by the Delegates in that circuit. The eligible voting delegates include the SBA President (or his/her proxy) and the primary ABA Representative (or his/her proxy) from each of the ABA-approved law schools. The voting delegates must be ABA Law Student Division members in good standing (dues paid in full for the current bar year) in order to be certified to participate and vote in the election for the Circuit Governor.

A Proctor<sup>1</sup> shall certify eligible voters who include SBA Presidents and ABA Representatives or their proxies<sup>2</sup>. The Proctor will verify ABA membership using the membership lists provided by the Law Student Division.

In order to ensure certification, proxies *should* be presented to the Election Proctor prior to the call to order of the first meeting of the spring circuit meeting/election. This will allow sufficient time for the Election Proctor and delegate/proxy holder to verify the membership and eligibility of the delegate/proxy. A certified delegate or the holder of his/her proxy may by written notice to the election proctor give his/her proxy to another ABA Law Student Division member (in good standing<sup>3</sup>) from the same school. A delegate, separately certified for each vote may cast both votes from his or her school, but may not vote on behalf of another school.

The proxy shall be written, preferably on the principal delegate's school letterhead, and include the following:

- Date which the proxy was written and date of election.
- Name of the principal delegate.
- Name of the individual who shall receive the proxy.
- Circuit election for which the proxy is being given.
- Signature of the principal delegate.
- Signature of the individual receiving the proxy.

A principal delegate may, by written notice to his or her circuit governor limit the exercise or transfer of his or her proxy. The circuit governor shall enjoin or suspend the exercise of any proxy that is otherwise exercised or transferred. This power of limitation, as limited by any prior holder, shall run with the proxy.

**The proxy may be faxed or emailed only if the Proctor can verify (via the email address the ABA has on record for the SBA or the Rep) that the sender of the proxy is actually the SBA President or ABA Representative. Proxies should be email to: [Patty.Brennan@americanbar.org](mailto:Patty.Brennan@americanbar.org) and [Carol.Simmons@americanbar.org](mailto:Carol.Simmons@americanbar.org) or fax your proxy to 312.988.6033.**

**Sample Proxy Language  
(on your Law School's Letterhead)**

I, [VOTING DELEGATE'S NAME], [TITLE: ABA REPRESENTATIVE or STUDENT BAR ASSOCIATION PRESIDENT] of the [FULL LAW SCHOOL NAME] and a voting delegate in the [CIRCUIT #]th Circuit of the American Bar Association Law Student Division, in accordance with ABA Law Student Division Governing Rules, hereby designate as my proxy [NAME OF STUDENT TO WHOM YOU ARE GIVING YOUR PROXY]([PROXY'S ABA MEMBER #]), to cast my vote(s) at the [CIRCUIT #]th Circuit Spring Meeting and Election taking place in [CITY/STATE] on [DATE OF ELECTION], 2012.

[SIGNATURE & DATE]

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<sup>1</sup> Proctors to oversee circuit elections include the Division's National Officers, Delegates to the ABA House of Delegates and professional staff of the ABA Law Student Division.

<sup>2</sup> SBA Presidents, ABA Representatives or their proxies **must** be ABA Law Student Division members in good standing (paid their dues in full for the current Association year) in order to be certified to participate and vote in the election for the Circuit Governor.

<sup>3</sup> A *member in good standing* is one who has paid his/her dues in full for the current Association year.