**Provisional Election Process for Study Groups -- Updated April 2024**

See OCDS Provincial Statutes, Section XIII.6-8

Study Group elections are held early in the year, **no later than March** and in the same year as the Canonical communities pursuant to Section XVI.1 of the Provincial Statutes.

**At least three months before the election:** The current Council appoints a nominating committee of two or more members to contact the eligible members who have made their Definitive Promise. Those who are willing to serve are put on the ballot. If there are not enough Definitively Professed members able to stand for election, members who made their First Promise (i.e., are in Formation II) may be submitted to the Provincial Council (PC) for consideration for the ballot. It is preferrable that any such member in First Promise be in their last year of Formation II.

Once the PC has approved any first promise candidates, ballots are printed before the meeting in which the election is held with notation of who has made Definitive or First Promise. A list of the candidates shall be given to the community at least one month prior to the elections. This allows each member an opportunity to pray for guidance by the Holy Spirit for the outcome of the election.

**For the ballots**: List all the candidates on one page. The presidential candidates’ names are placed at the top of the ballot, marked in bold print to distinguish them from the councilor candidates. Candidates for councilor are listed below the presidential candidates.

At the time of the election, a ballot is given to each professed member (Definitive or First Promise) The members vote by writing “president” next to the presidential candidate they want, and writing “councilor” for each candidate they want for councilor. After choosing one candidate for president, all other remaining candidates on the ballot may be considered for election as a councilor.

Members must be present to vote.

**Sample ballot:**

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| Candidates for president are in bold print. Please vote for one person for president by writing “president” next to the name. Members not chosen for president may be chosen for a councilor. Vote for the appropriate number of councilors that has been determined for the study group for this election cycle.  |
| **Susie Carmen** | **Councilor** |
| **John Cruz** |  **President** |
| Terry Avila |  |
| Mary Rose Carmelo | **Councilor** |
| Ely Mantel |  |

Have one member collect the completed ballots directly into a large envelope. Seal the envelope in the community’s presence. **DO NOT TALLY THE RESULTS.**

**After the meeting**:

The current President sends the envelope containing the ballots along with the community roster, all candidates’ profession dates, attendance records, and community job experience to the Provincial Council president.

After the Provincial Delegate appoints the new Council, review the Study Group Resources to see how a Director of Formation is selected.