

DIRECTIVE 2025-23

March 17, 2025

To: All County Boards of Elections
Board Members, Directors, and Deputy Directors

Re: Continual Review and Removal of Noncitizen Records

SUMMARY

The Ohio Secretary of State's office has prioritized efforts to ensure the integrity of the state's voter rolls and comply with constitutional citizenship voting requirements. To help boards of elections complete this work more routinely and enhance accuracy and efficiency, the office moved from a requirement of an annual review and removal of noncitizen records to a practice of ongoing maintenance. This directive codifies the process to regularly review and remove registrants who have self-identified as noncitizens to the Ohio Bureau of Motor Vehicles (BMV) and who have been verified as noncitizens through the federal Systematic Alien Verification for Entitlements (SAVE) database.

BACKGROUND AND OVERVIEW

In 2022, Ohio voters overwhelmingly passed a constitutional amendment stating that only United States citizens may vote in all elections in the state of Ohio.¹ State and federal law require maintaining accurate voter registration records.² Further, the passage of the DATA Act clarified that boards of elections are required to remove individuals from the voter rolls who are not legally registered or eligible to vote.³

Therefore, to comply with the Ohio Constitution and Ohio law, the Secretary of State has continually required each county board of elections to remove the voter registrations of individuals who have notified the BMV that they are not a United States citizen, who have failed to respond to notices from the Secretary of State's office seeking confirmation of their citizenship status, and who have been verified as noncitizens by the federal SAVE database. Boards of elections are then required to send removed registrants a notice indicating that their ineligible registration has been removed from the voter registration

¹ [Ohio Constitution, Article V, Section 1](#); [Ohio Constitution, Article X, Section 3](#); [Ohio Constitution, Article XVIII, Section 3](#).

² See, e.g., [R.C. 3503.151\(A\),\(D\)](#); [R.C. 3501.11\(U\)](#); [52 U.S.C. 20507](#); [52 U.S.C. 21083\(a\)\(1\)-\(5\)](#).

³ [R.C. 3503.151\(D\)](#).

database.

The Secretary of State's office is committed to encouraging all eligible, lawfully registered citizens to be active voters. If a noncitizen whose voter registration is removed under this process attains United States citizenship, they may lawfully register at any time upon completing the required registration form and signing the attestation of United States citizenship under penalty of election falsification. If an individual whose voter registration is removed under this process believes the registration has been removed in error, they may provide proof of citizenship to their respective county board of elections to have the registration immediately reinstated.

INSTRUCTIONS

I. REMOVAL

Boards of elections are directed to remove the voter registrations of individuals who 1) fail to respond to notices sent by the Secretary of State's office seeking confirmation of citizenship or cancellation of their voter registration, 2) have submitted documentation self-identifying as a noncitizen to the BMV, and 3) have been confirmed as noncitizens in the federal SAVE database.

The Secretary of State will provide notice to noncitizens identified through the above-mentioned process that their registrations will be removed unless they provide proof of citizenship to their respective county board of elections. The removal of registrations contained on the list provided by the Secretary of State must occur no later than **five business days from receipt of the list**.

II. NOTICE AND HEARING

No later than five business days from receipt of the list provided by the Secretary of State, boards of elections must send [Form No. 10-BB - Ohio Voter Registration Cancellation Notice – Noncitizen](#) to the individuals who are removed from the voter registration database informing the individual that their registration was canceled because:

1. They submitted documentation to the BMV indicating that they are a noncitizen; and
2. They were verified as noncitizens in the Department of Homeland SAVE database.

A noncitizen whose registration is removed under this process may request a hearing and administrative appeal before the board of elections. If the individual provides proof of

citizenship at the hearing, their voter registration shall be reinstated. The most common documents accepted as proof of citizenship include:

- U.S. Passport;
- [Certificate of Citizenship](#); or
- [Certificate of Naturalization](#)

III. PROVISIONAL VOTING

Any individual removed from the voter registration database pursuant to this directive may cast a provisional ballot. That provisional ballot shall count if the individual provides proof of United States citizenship within the four day cure period. If a voter registration was removed pursuant to this directive in error, boards of elections must restore the registration to active status and treat the registration as though it was never canceled.

If you have any questions about this directive, please contact the Secretary of State's Elections Division at 614-466-2585.

Yours in service,



Frank LaRose
Ohio Secretary of State