

**SCHOOL BOARD MEMBER  
ACCEPTANCE OF OFFICE AND OATH OF OFFICE**

Within 5 business days after the certification of a school board election, the school district's "election coordinator" is required to issue a "Certificate of Election" to each elected candidate. Within 10 business days after the issuance of the certificate, the newly elected candidate is required to file an "Acceptance of Office" with the secretary of the school board. The secretary of the school board is required to forward a copy of the "Acceptance of Office" to the school district's election coordinator. (MCL 168.308 and 309)

Before entering upon the duties of his or her office, an elected school board member must take and file the oath provided in Article XI, Section 1, of the State Constitution. (MCL 168.310(1)) The oath is filed with the secretary of the school board.

**ACCEPTANCE OF OFFICE**

I do hereby accept the office of Member of the Board of Education of \_\_\_\_\_,  
(LEGAL NAME OF SCHOOL DISTRICT)

Michigan. Dated \_\_\_\_\_, 20\_\_\_\_. \_\_\_\_\_  
SIGNATURE

**CONSTITUTIONAL OATH OF OFFICE**

STATE OF MICHIGAN )  
 ) SS  
County of \_\_\_\_\_ )

I do solemnly swear (or affirm) that I will support the Constitution of the United States and the Constitution of this State, and that I will faithfully discharge the duties of the office of Member of the Board of Education of \_\_\_\_\_ according to the best of my ability.  
(LEGAL NAME OF SCHOOL DISTRICT)

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name Printed or Typed

Sworn to and subscribed before me this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_

\_\_\_\_\_  
Signature \*

\_\_\_\_\_  
Title \*

\_\_\_\_\_  
Name Printed or Typed \*

Subscribed and sworn to by \_\_\_\_\_  
before me on the \_\_\_\_\_ day of \_\_\_\_\_,

Name of Notary \_\_\_\_\_  
Notary Public, State of Michigan, County of \_\_\_\_\_  
My commission expires \_\_\_\_\_  
Acting in the County of \_\_\_\_\_

\_\_\_\_\_  
Signature of notary public

\* This information is requested if Oath of Office is taken before someone other than a notary public.  
(October 2009)