

FACT SHEET ON CONFERENCE FEES

We look forward to having you with us during the National Leadership and Skills Conference, June 20-24, 2005. With a projected attendance of more than 7,500 people, we're looking forward to our 11 year in Kansas City. Following are some "rules of the road" for conference registration.

REGISTRATION: All registrations must be sent through your state association director. The Director needs to know you will be attending and in what capacity. All registered participants are required to complete a registration form. Make certain yours is completed and returned to your state association director, who in turn submits them to the national headquarters.

REGISTRATION FEE: There is a \$90 registration fee. This fee entitles you to attend all NLSC functions (Opening Ceremony, competition, entertainment programs, Awards Ceremony, seminars and so on), plus insurance coverage, transportation, etc., while at conference. For those who are not preregistered before conference, the fee is \$100.

NEW REGISTRATION REFUND POLICY: It is SkillsUSA's policy that the registration deadline will be two (2) weeks prior to the start of any conference, after which no refunds will be made unless there is a death in the family of the registrant. For the NLSC, any substitutions, additions or changes will continue to be allowed until 4 p.m. Tuesday of the conference. There will no be credits; therefore, purchases of such items as Awards Ceremony passes, Worlds of Fun tickets and parking will be handled separately from the registration accounts. The national headquarters collects registration fees for all conferences and depends on the revenue from these conferences to fund the activity, program, events and services needed for the conference. In planning such conferences, SkillsUSA makes commitments and signs contracts, thereby causing expenses that are based upon the anticipated attendance. SkillsUSA will send out a final master list, invoice and appointment time on or about June 6. This will be your official total delegation, and the amount of the invoice is what each state must submit prior to their appointment at NLSC. If you make drops on site without replacements, the full amount will still be due at the time of your appointment if payment has not been received beforehand. When you add more to your delegation than what was dropped, the additional registration will be due on site.

NAME BADGES: For security purposes, all registrants receive name badges. **To attend any function during conference, a person must be wearing a name badge.** You must be wearing your official name badge to enter the Opening Ceremony and the Awards Ceremony. If not, you will not be permitted to enter. Please note: Replacement badges *will not* be available at the door at these functions as in the past. The only exception is attending the SkillsUSA competition, which is open to the public. **All competitors must be wearing name badges at time of competition.** If name badges are lost, there is a \$10 replacement fee charged after staff has determined the person is, in fact, a registered participant. If the badge was not lost, but rather misplaced, the \$10 replacement fee will be fully refunded upon return of the replacement badge for badges lost after Tuesday. For those lost on Monday or Tuesday, the fee will not be returned.

AWARDS CEREMONY PASSES: There are separate passes available for this function only. The awards ceremony will be held Friday evening, June 24, 2005. The cost of the pass is \$10 per person in advance. **These tickets *will not* be sold at the door.** There is no charge for children age 12 or under.

If you want to register for this conference or if you have questions, contact your state association director. If you are not certain who that person is, call the national headquarters at 703-777-8810. We will be glad to help you identify your director or assist with any problems you may have. Our staff looks forward to seeing you in Kansas City!

SkillsUSA

Personal Liability and Medical Release Form

I hereby agree to release SkillsUSA Inc., its representatives, agents, servants and employees from liability for any injury to the named person, resulting from any cause whatsoever occurring to the named person at any time while attending the SkillsUSA National Leadership and Skills Conference, including travel to and from the conference, excepting only such injury or damage resulting from willful acts of representatives, agents, servants and employees. I voluntarily assume all risk and danger relating to the conference, whether occurring prior to, during or after the event.

I do voluntarily authorize the SkillsUSA National Leadership and Skills Conference medical services coordinator, assistants and/or designees to administer and/or obtain routine or emergency diagnostic procedures and/or routine or emergency medical treatment for the named person as deemed necessary in medical judgment. Parents/guardians of participant will allow **emergency medical treatment** to be administered as needed. Any further treatment will require parental/guardian consultation.

I agree to indemnify and hold harmless SkillsUSA Inc. and said medical services coordinator and/or assistants and designees for any and all claims, demands, actions, rights of action, and/or judgments by or on behalf of the named person arising from or on account of said procedures and/or treatment rendered in good faith and according to accepted medical standards.

Having read and understood completely the "Code of Conduct" of SkillsUSA Inc., I do hereby agree to follow the procedures and practices described. I fully understand that this is an educational activity and will, to the best of my ability, apply myself for the purpose of learning and will uphold at all times the finest qualities of a person representing SkillsUSA.

NOTE: All persons under legal age must have a parent or guardian check this form (see other side). If you are age 18 or older, please indicate that on other side of this form. Otherwise, this form will be returned for parent/guardian approval. All participants must check this form.

PARTICIPANTS: Be sure you understand the "Code of Conduct." Any persons violating these rules may be sent home at their own expense, may cause other contestants from their state to be sent home, or may otherwise disqualify their state association from participating in the National Leadership and Skills Conference including the SkillsUSA Championships.

Audio- or videotaping of conference speakers is not permitted.

Code of Conduct Agreement

The SkillsUSA National Leadership and Skills Conference is designed to be an educational function, and all plans are made with that objective. It is SkillsUSA's most significant meeting of the year, with thousands of students attending from all over the nation. It is approved as a major educational activity by the National Association of Secondary School Principals and the National Association of State Supervisors of Trade and Industrial Education.

SkillsUSA wants every person to have an enjoyable experience with every attention paid to safety and comfort. All participants will be expected to conduct themselves in a manner best representing the nation's greatest student organization.

In order that everyone may receive the maximum benefits from participation, the "Code of Conduct," as established by SkillsUSA's national board of directors, must be followed at all times.

Note that attendance is not mandatory. By voluntarily participating, you agree to follow the official conference rules and regulations or forfeit your personal rights to participate. SkillsUSA is proud of its students and knows that by signing this "Code of Conduct" you are simply reaffirming your dedication to be the best possible representative of your state.

- 1. I will, at all times, respect all public and private property, including the hotel/motel in which I am housed.**
- 2. I will spend each night in the room of the hotel/motel to which I am assigned.**
- 3. I will strictly abide by the curfew established and shall respect the rights of others by being as quiet as possible after curfew.**
- 4. I will not remain in the sleeping room of the opposite sex unless the door is completely open at all times, unless the person is my spouse.**
- 5. I will not use alcoholic beverages. I will not use drugs unless I have been ordered to take certain prescription medications by a licensed physician. If I am required to take medication, I will, at all times, have the orders of the physician on my person.**
- 6. I will not leave the hotel/motel without the express permission of my advisor or state association director. Should I receive permission, I will leave a written notice of where I will be.**
- 7. My conduct shall be exemplary at all times.**
- 8. I will keep my advisor or state association director informed of my whereabouts at all times.**
- 9. I will, when required, wear my official identification badge.**
- 10. I will respect official SkillsUSA attire and not smoke while wearing it.**
- 11. I will attend, and be on time for, all general sessions and activities that I am assigned to and registered for.**
- 12. I will adhere to the dress code at all required times.**

Violations and Penalties

I agree that if, for any reason, I am in violation of any of the rules of the conference, I may be brought before the appropriate disciplinary committee for an analysis of the violation. I also agree to accept the penalty imposed on me. I understand that any penalty and reasons for it will be explained to me before it is carried out. I further realize that the severity of the penalty may increase with the severity of the violation, even to the extent of being immediately sent home at my own expense.

- Violations of Items 1 through 6 of the "Code of Conduct" will be grounds for immediate removal from office and relinquishment of awards and recognition. In addition, the violator will be sent home at his or her own expense. Notification of the violation and the action taken will be sent to the participant's state department of education and parents or guardians. The participants from the participant's state could be disqualified as well.
- Violations of Items 7 through 12 will result in a warning and reprimand. Notification of the violation and the action taken will be sent to the participant's state department of education and parents or guardians. Repeated violations of Items 7 through 12 may result in the participant being sent home at his/her own expense.

It is within the spirit of being a proud and meaningful member of SkillsUSA that I agree to these rules of conduct by signing my name on the other side of this page.

Photography and Sound Release

By my attendance at the conference, I hereby grant the SkillsUSA national headquarters permission to make still or motion pictures and sound recordings, separately or in combination, and also give a production company approved by the SkillsUSA national headquarters permission to use the finished silent or sound pictures, and/or sound recordings as deemed necessary.

Further, I so hereby relinquish to the SkillsUSA national headquarters all rights, title, interest in, and income from the finished sound or silent motion pictures, still pictures, and/or sound recordings, negatives, prints, reproductions and copies of the originals, negatives, recording duplicates and prints, and further grant the SkillsUSA national headquarters the right to give, sell, transfer and/or exhibit the same to any individual, business firm, publication, television station, radio station or network, or governmental agency, or to any of their assignees, without payment or other consideration to me.

My agreement to perform under camera, lighting and stated conditions is voluntary, and I do hereby waive all personal claims, causes of action, or damages against the SkillsUSA national headquarters and the employees thereof, arising from a performance or appearance.

SKILLSUSA CHAMPIONSHIPS — OFFICIAL CONTEST NAMES

Following is a list of SkillsUSA Championships official contest names and abbreviations. A “number in quotation marks” follows all team contests. This designates the number of team members required. **You must register the total number of team members required.** An exception is granted only in the case of an emergency whereby one team member had to drop out within five (5) days of the competition.

No exception will be granted for Automated Manufacturing Technology, Television (Video) Production and Web Design teams. If a team member drops out, a substitute must be registered to complete the team; or, they will be disqualified.

Displays and notebooks are denoted by an * (asterisk). All of these contests require an interview student to be selected in advance of the competition. Only the interview student is the competitor — all other students must be registered as “Other.” However, **all** team members for Community Service must be registered as contestants.

Models participating in *Job Skill Demonstration* are **not** contestants and must be registered as “Other.” *JSDA* demonstrates skills of official SkillsUSA Championships contests; *JSDB* demonstrates skills **not** of official SkillsUSA Championships contests.

Automotive Service Technology instructors (ASTI) attending the National Leadership and Skills Conference with a competitor must register as such. Thanks to the General Motors Travel Scholarship Program, conference registration fees for ASTIs are waived.

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June 22-23, 2005
Kansas City, Missouri

OFFICIAL CONTESTS = 73/ TOTAL COMPETITIONS = 80
Including List of Contest Abbreviations

LEADERSHIP DEVELOPMENT CONTESTS (15)

AS = Action Skills
AM = American Spirit * "1-3"
CBP = Chapter Business Procedure "6"
DIS = Chapter Display * "1-3"
CS = Community Service * "2-3"
ES = Extemporaneous Speaking
JI = Job Interview
JSDA = Job Skill Demonstration A
JSDB = Job Skill Demonstration B

OHSS = Occupational Health and Safety (Single) * "1-3"
OHSM = Occupational Health and Safety (Multiple) * "1-3"
OCC = Opening and Closing Ceremonies "7"
OUTH = Outstanding Chapter (High School) "1-3"
OUTCT = Outstanding Chapter (College/Technical) "1-3"
PS = Prepared Speech
BB = Promotional Bulletin Board * "1-3"
QUIZ = Quiz Bowl "5"

HEALTH OCCUPATIONS CONTESTS (7)

CARE = Basic Health Care Skills (HS only)
DA = Dental Assisting
BOWL = Health Knowledge Bowl "4"
HOPP = Health Occupations Professional Portfolio *

MA = Medical Assisting
NA = Nurse Assisting
PN = Practical Nursing

OCCUPATIONALLY RELATED CONTESTS (5)

CUS = Customer Service
CPR = First Aid/CPR
PT = Principles of Technology

RTM = Related Technical Math
TQM = Total Quality Management "5"

TRADE, INDUSTRIAL AND TECHNICAL CONTESTS (46)

VA = 3-D Visualization and Animation "2"
ADV = Advertising Design
AD = Architectural Drafting
MFG = Automated Manufacturing Technology "3"
AST = Automotive Service Technology
AMT = Aviation Maintenance Technology
BLMT = Building Maintenance
CM = Cabinetmaking
C = Carpentry
CNCM = CNC Milling Technology
CNCT = CNC Turning Technology
CRT = Collision Repair Technology
CB = Commercial Baking
CMT = Computer Maintenance Technology
CO = Cosmetology
CJ = Criminal Justice
CA = Culinary Arts
DET = Diesel Equipment Technology
EA = Electronics Applications
ET = Electronics Technology
FBS = Food and Beverage Service
GC = Graphic Communications
HVAC = Heating, Ventilation, Air Conditioning and Refrigeration

MOTR = Industrial Motor Control
WORK = Internetworking
MAT = Major Appliance Technology
MT = Marine Service Technology
M = Masonry
MECH = Mechatronics "2"
MST = Motorcycle Service Technology
NAIL = Nail Care "2"
P = Photography
PLB = Plumbing
PET = Power Equipment Technology
PMT = Precision Machining Technology
PRE = Preschool Teaching Assistant
RW = Residential Wiring
RAT = Robotics and Automation Technology "2"
SM = Sheet Metal
TW = TeamWorks "4"
TECH = Technical Computer Applications
TD = Technical Drafting
CAB = Telecommunications Cabling
TV = Television (Video) Production "2"
WEB = Web Design "2"
W = Welding

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