

REGISTRATION INFORMATION

REGISTRATION FORM GUIDELINES [Click here for the form](#)

The SLC electronic Registration is due to Rhonda Rhonda.wisdom@nebraska.gov by March 9, 2012.

Below, you will find directions to fill out the registration form. Efforts have been made to make the directions follow the form.

1. Create your list of members that will be attending SLC. Guidance in selecting those members are printed below in Delegate Quota. In past years FCCLA has set limits on the number of members a chapter can bring, and allows all STAR competitors, Power of One, State Officers, PEER Team Members, etc. Please understand that the guidelines are recommendations.
2. Check affiliation form to see that all delegates are affiliated.
3. List person responsible for registration first.
4. This year we are only asking for delegate names as they are affiliated.

Delegate Quota (recommended)

State Conference focuses on rewarding past years accomplishments and begins to motivate next years' leaders. The board of directors has recommended that all chapters be able to bring a base quota of youth delegates derived from current chapter membership as follows:

Chapters not affiliated by February 15.....	4 youth delegates
1-20 members	6 youth delegates
21-40 members	7 youth delegates
41-60 members	8 youth delegates
61 or more members	9 youth delegates

State Conference is not designed for senior members as a reward unless they have competed in STAR, completed 5 Power of One units, served as a current state officer or PEER officer, or District President.

Who Should Attend? (within your recommended quota)

- Newly Elected Chapter Officers. *According to the state policy, "Youth delegates to state conference shall be newly elected officers **OR** other chapter leaders for the next membership year."* Plan to elect Chapter Officers and candidates for district office in early March in order to meet the final registration deadline of March 9. Double-check that all delegates have paid dues before submitting your final registration. Please read the guidelines about selecting your **Voting Delegate** in the Business section of the Conference Release. The process for electing officers is changing and that will be an extremely important responsibility. Also, select a student to serve as your **District Representative** as each chapter is to send one student to the District Leadership Seminar (Tues.) who will likely be your chapter nominee for district officer.
- CANDIDATES Running for DISTRICT OFFICE should be one of the delegates within your quota.
- SCHOLARSHIP recipients may attend as part of the chapter quota. These delegates will be introduced but there may not be a formal recognition on stage.

Who Should Attend (beyond the quota)?

- Current State Officers & State Officer Candidates
- Current District Presidents (only if conducting a District Meeting held on Tuesday at SLC).
- State STAR Participants. They must register for the State Leadership Conference to officially enter the event. This is a National and State Event rule for participation. They must also be affiliated with the National Association.
- State PEER Team Officer Candidates.
- Current State PEER Officer Team members
- Foreign exchange students who are currently FCCLA members.
- Power of One. Members who have completed all 5 units and submit their applications by March 1, will be recognized at conference. These members will be required to pay the full registration fee. This is a Board of Directors policy.

REGISTRATION PAYMENT FORM GUIDELINES [Click here for the form](#)

The conference registration fee, set by the Board of Directors, will be **\$37** this year. The fee will include the cost of the box lunch (sandwich this year) to be served as part of the Tuesday District Meetings.

Your conference payment is due to Grafton by March 16.

Make checks out to Nebraska FCCLA. Include the Payment sheet with your Chapter Name and mail it to:

Grafton & Associates, P.C.

ATTN: Denise Winters

5935 S 56th ST, Suite A

Lincoln, Ne 68516

The Registration Payment form is formatted so all you have to do is enter the correct numbers in the yellow boxes. The correct fee will appear in the yellow box on the bottom line.

CHAPTER PARTICIPATION FEE:

1 to 15 affiliated members =	\$25.
16 to 30 affiliated members =	\$30.
31 to 45 affiliated members =	\$35.
46 plus affiliated members =	\$40.

INDIVIDUAL FEES:

Please enter the total number of people attending the conference from your chapter. Waived fees will be deducted in the next step.

COMPLEMENTARY FEES:

Advisers that serve as District Advisors, PEER Team Lead Advisors, and STAR Coordinators are asked to bring an adult with them to assist them as they are busy working the conference. Thus, those advisors get 1 complementary registration. **Advisers that do not bring an adult to assist them must pay the registration fee.**

LATE REGISTRATION FEE:

Late registrations require the office staff to re-do many processes in the conference preparations. To pay for the extra expenses, chapters need to add \$25.00 if they register late.

MONDAY LUNCHEON:

On Monday, a lunch is available to District Advisors, STAR Room Consultants, and PEER Advisors in the Renaissance Room of the Cornhusker Hotel for a fee of \$12.00. This is provided to avoid having to go someplace for lunch that may take too much time.

SLC DVD Orders:

A conference DVD of the General Sessions is produced by a video production company at the cost of \$35.00 which includes mailing it to your chapter.

Name Badges

Name badges are part of the registration procedure and serve as admission to all sessions and the dance. This year, everyone will also need a wrist band. Security will not allow meeting delegates to enter meeting rooms without a name badge and wrist band. Everyone **MUST REGISTER** for the meeting to receive a name badge. Chapters registering late will not have pre-printed name badges and will have to get special badges from the registration desk to get into meetings.

HOUSING RESERVATIONS

CORNHUSKER LODGING

[Click here for the form](#)

Chapters planning to stay at The Cornhusker Hotel are to use "The Cornhusker Rooming List" form. The Cornhusker **WILL NOT** accept reservations by telephone but revisions to your submitted list can be made by phone: 402-474-7474, and ask for Reservations.

OTHER LODGING IN LINCOLN

You may also go to <http://www.lincoln.org> for a list of hotels in Lincoln, which includes phone numbers and addresses of hotels/motels.

MALE DELEGATE LODGING

Chapters bringing male delegates to conference may wish to coordinate lodging with male delegates from other chapters. You should use the FCS Listserv to make arrangements.

HOTEL ETIQUETTE

Advisers, please educate your students on hotel etiquette. There are more people staying in these hotels than just the FCCLA members. Please remind them that these business people make first impressions about the student and our organization based on what they see and hear in the hallways, on the elevators, and in the lobbies.

IMPORTANT FORMS

MEDICAL RELEASE FORM

[Click here for the form](#)

You are strongly encouraged to have parents fill out the medical release form and sign it in front of a notary. Advisers should carry a copy of the signed form and give students a copy to carry with them at all times. If a student has an accident, these forms are beneficial in getting medical attention sooner than if they do not have the forms.

CODE OF CONDUCT FORM

[Click here for the form](#)

Advisers need to carry the signed forms with them. If students, for some reason, decide to not follow the rules of conduct at State Conference, this signed form is a great asset for advisers immediately at conference and upon returning home.

SHIRT ORDERS

[Click here for the form](#)

Two shirts will be offered this year. Many chapters have already purchased red polo shirts for their students to wear as an FCCLA uniform. These shirts will be available for students to purchase to wear for SLC, their STAR events, next year's District meetings, FLW, etc. National has a dress code this year, and the red polo shirts meet that requirement. The state Officers would like to promote Tuesday as the "Red Out" day, so it would be a great idea to wear the Polo on Tuesday.

If your students want a souvenir T-Shirt, check out the design by clicking the link below The front of the shirt will display the FCCLA logo on the upper left chest. The color of the shirts will be Black. Profits go to adult leadership development and new chapter support. The T-shirt will be appropriate dress for the dance or the Zumba class.

[Click here to view the t-shirt design](#)

AWARDS

THE SERVICE PROJECT

[Click here for the form](#)

Chapters participating in The Service Project, need to email the form to Rachel Kermmoade before March 1 Ribbons will

be awarded to chapters who get their information to Rachel by March 1. Some chapters will be recognized in various ways throughout the conference.

JUST DRIVE AWARD

Click here for the form

Chapters participating in the "Just Drive" project, need to email or send their form and evidence to Linsey Armstrong, by March 1. Linsey_armstrong@yahoo.com Ribbons will be awarded to chapters who get their information to Linsey by March 1. Some chapters will be recognized in various ways throughout the conference.

MEMBERSHIP AWARDS

A Certificate for 12% in 2012 will be placed in the packets of chapters that raised their membership by 12%. Members of these chapters will receive ribbons with "MEMBERSHIP" on them.

POWER OF ONE

Click here for the form

Power of One Award applications need to be emailed to Rhonda.wisdom@nebraska.gov before March 1, so we can process them for Nationals

These members have the opportunity to share their projects with others at SLC.

1. They could do a "Spotlight Your Project" display that would focus on one project or all five projects. Mark this on the Pre-Registration Form.
2. They could submit an application to do a 30 minute presentation on Monday. The presentation could be on how to do a Power of One project, or it could be about one of the projects, i.e. Speak Out for FCCLA. The form to apply for these activities can be found in the Pre-Registration Release.

Members that complete 5 Power of One units this year and attend State Conference will receive ribbons with Power of One on them. They will be recognized during the Business Session where they will receive certificates and pins.

TOURS

Currently we will have the following tours, the tour times will be released after the STAR schedule comes out so you can plan with your students.

Governors' Mansion Tour & State Capital Tour

The tours will not have tour tickets, or tour signup. The first 25 students that show up for the tour will get to go. This eliminates a student having a ticket and deciding not to go, when another student without a ticket doesn't get to go.

FITNESS EVENT

On Monday, a fitness event will be held with education and exercise. The route and time are yet to be determined. It will most likely be late morning, noon, or early afternoon. Bring tennis shoes for this event.