



SkillsUSA

Champions *at* Work®

SkillsUSA Missouri

Courtesy Corps 2025
Contestant Application
Packet

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Introduction to Courtesy Corps

Courtesy Corps is about working together with others to accomplish a common goal. For SkillsUSA it's about working as a team member to produce a flawless State and National Conference.

At the State Leadership and Skills Conference, it's about assisting with work station setup at the contest site, assisting people to get where they need to be without delay, delivering meals to contest sites, and running errands. It's also about showing people you are having fun while getting your job done. We do have fun as well as work hard. Courtesy Corps are always the first to arrive and the last to leave.

The reward for doing an outstanding job at the Missouri State Conference is to be picked to attend the National Leadership and Skills Conference in Atlanta, GA, in June. This is an honor as all expenses are paid for you, including air fare, room, and meals. As a part of the national courtesy team, you will be assigned different tasks each day. These jobs have a wide range of duties: setting up, moving, taking down, guarding, or just waiting for the next duty. There are also many extra perks to the Courtesy Corps including seeing the 1 million sq. ft. of space be filled with equipment and exhibits for SkillsUSA contests, receiving free stuff, and attending evening functions with other SkillsUSA members from all over the nation. You will return home with much more than you came with, all at no expense to you, including new friendships and lifelong memories.

We look forward to working with you this year as part of the Missouri SkillsUSA Courtesy Corps.

Reese Cardenas
SkillsUSA Missouri
Volunteer Service Coordinator

State Courtesy Corps Job Description

State courtesy corps is the elite group of high school and college/postsecondary students, advisors, alumni, and chaperones selected to represent their local delegation. These individuals are afforded the opportunity to build a network of industry and educational resources while gaining skills, acquiring leadership qualities, developing friendships, and having fun in the setup, operation, and teardown of the SkillsUSA Missouri Championships.

Be Prepared to Have the Time of Your Life!

- Meet and work with people from across the state.
- Work side by side and network with corporate sponsors, educators and dignitaries in a variety of technical areas.
- Perform jobs with little or no direct supervision while making mature choices and demonstrating responsible behavior; follow directions and be cooperative under all circumstances.
- Work harder than you have ever worked before and enjoy it.
- Perform tasks that may seem major or menial, but make all State contests fair for everyone.
- Work as a team member and be a positive role model for SkillsUSA.
- Be where you're supposed to be - when you're supposed to be there - On-time!
- Develop friendships that will last a lifetime.

Responsibilities of the State Courtesy Corps

- Assist with set-up, operation, and tear down of the SkillsUSA Championships.
- Assist with special activities, i.e. Opening General Session, Awards Ceremony, and other duties as assigned.

Criteria for Courtesy Corps:

- Think quickly
- Talk directly with people eye-to eye
- Make things happen
- Tell people "No" when necessary
- Work long hard hours and with little praise
- Complete tasks with little or no instruction
- Pick up already started tasks and complete them
- Stay in touch always (Phone and Email)
- Be prompt (First to arrive and last to leave)
- Be physically active (walking, standing, lifting, etc.)
- Must be able to attend ALL events!!

Mandatory Attendance

State Leadership & Skills Conference
Linn, Missouri

Arrive: April 10, 2025
Depart: April 12, 2025

- * Leadership team will be required to travel to Linn on April 9, 2024
- * Courtesy Corps Members would be required to travel and stay with their schools.

National Leadership & Skills
Conference Atlanta, GA

Arrive: TBD
Depart: TBD

- *If chosen to be on the Missouri State Courtesy Corps Team at NLSC, all travel, meals, and accommodations will be covered by SkillsUSA Missouri.

Dress Code

All clothing must provide appropriate coverage that would be required in an actual job setting.

- Neat and clean shorts, jeans, or Dockers-style pants may be worn.
- All participants will be given T-shirts for daily wear.
- Participants must wear comfortable closed-toe shoes throughout their stay. No sandals, open weave, open toes or heels, or flip/flop style shoes will be allowed during work hours.
- No hats or baseball-style caps can be worn during work hours.
- It is recommended that participants bring a fanny pack or pocket wallet he/she can keep with them always. There is no secure place to leave purses and backpacks during work hours.
- All Participants should have some way to keep time; not knowing the time will not be an acceptable excuse for being late or missing assignments/events.

Candidate Requirement Checklist

Gather the following documents as early as possible in your application preparation process. You will upload and attach these documents in PDF format only as part of your online application. Only ONE file is allowed per upload area on the application.

- State Questionnaire (online)
- Application Form (online)
 - State Courtesy Corps Acknowledgement and Signature Form
 - Video/Recorded Voice/Photography Release Form
 - National Courtesy Corps Code of Conduct
 - Internet Code of Conduct
 - Medical Liability Release Form
 - Two letters of recommendation
 - Copy of photo ID which includes DOB (Driver License or Passport)
 - Headshot (shoulders up)
 - One-page essay as to why you feel serving on the Courtesy Corps, both state and national, would help you personally, and how you plan to integrate the experience into the advancement of your local chapter
 - All medications must be disclosed and, if under the age of 18, a parent/guardian must present medication to advisor for security and distribution
 - Most importantly, make sure you bring either an original or a copy of your current medical insurance card and keep it with you at all times during the conference

Once you have all the information gathered, you are ready to begin the application process [HERE](#)

Courtesy Corps Members: Completed application packet should be scanned and emailed by March 1, 2025.

*Forms received after the deadline or missing forms and/or signatures can result in disqualification from the competition and result in you not being eligible for the National Courtesy Corp.

National Courtesy Corps Information

National Courtesy Corp Eligibility Requirements:

Applicants must be current student/professional members during the school year preceding the National Leadership and Skills Conference. Student members must have a school instructor/SkillsUSA advisor accompany them. This individual must also join the NCC and work alongside his/her student(s) in performing the duties of the NCC members. (It is preferred that the accompanying instructor/SkillsUSA advisor is from the same school as his/her student(s); however, the instructor/SkillsUSA advisor can be from any school within the state.)

Responsibilities

- Must be registered and on site by TBD date.
- Maintain the National Courtesy Corps Headquarters and an Information Booth
- Assist with national officer interviews and delegate sessions
- Assist with special activities including the Opening Ceremony, Awards Ceremony, Ribbon-cutting Ceremony and other VIP events
- Assist with the set-up and tear-down of the SkillsUSA Championships
- Assist with the SkillsUSA Championships National Technical Committee needs
- Assist with preparing the stage and displaying medallions for the Awards Ceremony
- Assist with the collection and distribution of contest awards
- Assist with security, including name badge checks at all entries prior to the opening of the contest areas to the public, early entry of contestants on Wednesday and Thursday and tool box check-in
- Work hours are typically 8 a.m. to 5 p.m. daily and two evenings during the week
- Members must request permission from the NCC management committee to spend time away from designated housing or activities during off time.

Benefits/Expenses

- Conference registration fee is waived
- Sleeping rooms provided
- All meals beginning Saturday night through the following Saturday morning
- Certificate of participation
- Pass to SkillsUSA night and other event.
- T-shirts (contingent upon industry support)
- NCC members must pay for any parking expenses for those who drive; snacks; telephone calls; souvenirs; and any other personal expenses. Transportation to and from the event is provided.

Housing

Sleeping rooms will be provided at Georgia State University. All participants must stay at this designated campus for NCC members every night during their stay. Room assignments are to be determined by the NCC management committee. Generally, participants from the same school (gender considered) will be housed together. Accommodations are two people per room. Married participants will be assigned a room together.

Dress Code/Personal Items

All clothing must provide appropriate coverage that would be required in an actual job setting. Neat and clean jeans, khakis or Dockers-style pants or shorts (appropriate length) may be worn. Skirts are not

allowed. All participants will be given five T-shirts for daily wear and another shirt(s) for the opening and closing ceremonies (contingent upon industry support). The shirts are to be worn with black Dockers-style or black dress pants provided by the NCC member. Participants should wear comfortable shoes throughout their stay—no sandals, open weave, open toes or heels, or flip/flop style shoes will be allowed during work hours. No hats or baseball-style caps are allowed to be worn during work hours. It is recommended that participants bring a fanny pack or pocket wallet he/she can keep with them at all times—there is no secure place to leave purses and backpacks during work hours. Participants should wear a watch— not knowing the time will not be an acceptable excuse for being late or missing assignments/ events. Most importantly, make sure you bring either an original, current medical insurance card or a copy and keep it with you at all times during the National Leadership and Skills Conference.

NCC Participants May NOT:

- Compete in any SkillsUSA Championships contest
- Serve as a model or assistant for any SkillsUSA Championships contestant
- Serve as a judge for any SkillsUSA Championships contest
- Campaign or run for national office
- Participate in delegate sessions as a voting delegate
- Participate in the community service project(s) on Friday (unless assigned to assist by the NCC Management Committee)

NCC Participants MUST:

- Be approved by his/her state association director
- Be current SkillsUSA members
- Agree to abide by the National Code of Conduct Agreement.
- Agree to the terms of the SkillsUSA Personal Liability and Medical Release Form guidelines.
- Agree to the Photography and Sound Release.
- Abide by the NCC curfew—11 p.m. to 6 a.m.

State Courtesy Corps Acknowledgement and Signature Form

As a SkillsUSA Courtesy Corps State Team Member, I will attend the SkillsUSA State Skills and Leadership Conference and through my hard work and dedication, have the opportunity to earn a position on the team representing Missouri on the National Courtesy Corps in Atlanta, GA.

By signing below, I certify that if selected, I will attend all mandatory events and meetings that may be necessary to fulfill the duties as a Missouri SkillsUSA Courtesy Corps Team Member. I understand that I will travel and stay with my school during the state conference, unless I am selected for the Leadership Team. I also have the required GPA of 2.0 or above.

Print Applicants Name: _____ Phone Number: _____

Signature: _____ Date: _____

Parent/Guardian (if under the age of 18 and/or in High School)

I grant permission for my child to participate in Courtesy Corps at the SkillsUSA Missouri State Leadership and Skills Conference and to compete for a space on the SkillsUSA National Courtesy Corps Team at the SkillsUSA National Leadership and Skills Conference in Atlanta, GA.

Print Parent/Guardian Name: _____ Phone Number: _____

Signature: _____ Date: _____

CTE Teacher/Instructor/SkillsUSA Advisor

I recommend the above-named student as a contributing member of their program and attest that he/she maintains a GPA of 2.0 or above in their program of choice.

Print Teacher/Instructor Name: _____ Phone Number: _____

Signature: _____ Date: _____

SkillsUSA Advisor

I recommend this individual as a competitor for the SkillsUSA Missouri Courtesy Corps Team and for the SkillsUSA National Leadership and Skills Conference. If my student is selected as a Courtesy Corps Member, my school will be held responsible for transportation, food, and lodging of my student to, from and at the conference in Linn, MO on **April 10-12, 2025**.

Print Advisor Name: _____ Phone Number: _____

Signature: _____ Date: _____

National Courtesy Corps Code of Conduct

National Courtesy Corps is designed to be a learning/working experience. As a member of the Corps, we want every individual to have an enjoyable experience with every attention to safety and comfort. All members are expected to conduct themselves in a manner best representing the nation's greatest student organization. The SkillsUSA Code of Conduct, while covering the daily functions of leadership and skill events, does not provide guidelines narrow enough to cover all possible situations that could occur during the week-long stay at the National Leadership and Skills Conference in Atlanta, GA.

In an effort to provide a safe and secure environment, the following guidelines, in addition to the National SkillsUSA Code of Conduct, will apply to all National Courtesy Corps members (high school and college/postsecondary students as well as advisors/chaperones).

- All National Courtesy Corps sleeping rooms, headquarter facilities, and Georgia World Congress Center are NON-smoking areas.
- Smoking must be done outside of the buildings during non-curfew hours. Smokers MUST be of legal age to purchase tobacco products.
- Curfew for members is from 11:00 pm to 6 am unless otherwise specified by the NCC Management Team. Please respect others by being as quiet as possible prior to and during curfew hours.
- Members of the opposite sex will not be allowed in the same sleeping room (spouses excluded) at any time. Members will spend each night in the room to which they are assigned.
- Consumption of ANY alcoholic beverage or use of illicit or illegal drugs is strictly prohibited.

In the event of an infraction of the NLSC or National Courtesy Corps Code of Conduct or any law, the National Courtesy Corps Management Team will review the issues and determine the severity of the discipline. In all cases, the State SkillsUSA Director will be notified of the disciplinary action. Such discipline may result in the National Courtesy Corps member being sent to their state delegation and placed in the custody/care of their state SkillsUSA director for the remainder of the conference. Individuals removed from the National Courtesy Corps will be required to return all items given to them by the National Courtesy Corps and will be responsible for reimbursement of all expenses incurred (i.e., transportation, lodging, and meals).

I have read, understand and agree to the above National Courtesy Corps Code of Conduct and Requirements. I will apply myself for the purpose of learning and uphold at all times the finest qualities representing SkillsUSA and the National Courtesy Corps.

Print National Courtesy Corps Applicant's Name

National Courtesy Corps Applicant's Signature

Date

Video/Recorded Voice/Photography Release Form

I hereby give and grant to the Missouri Department of Elementary and Secondary Education and the Office of College and Career Readiness, SkillsUSA Missouri, SkillsUSA Nationals and the State of Missouri, its representatives, agents, volunteers, servants and employees the absolute and unconditional right to use, publish, display, electronically distribute and/or reproduce in any manner, video/recorded voice/photographs that positively promotes the image and benefits of Career and Technical education through educational materials, trade materials and/or the Missouri Department of Elementary and Secondary Education and Office of College and Career Readiness, SkillsUSA Missouri, SkillsUSA Nationals and the State of Missouri, its representatives, agents, volunteers, servants and employees.

I hereby waive any right to inspect or approve the finished video/recorded voice/photographs or any finished materials, copy or other matter which may be used in conjunction with or the manner in which any of the same are used, reproduced, published, or displayed.

My agreement to participate or perform under camera, lighting and stated conditions is voluntary. I waive all personal claims, causes of action or damages against SkillsUSA and its employees or volunteers arising from such a performance or appearance.

I further release SkillsUSA Missouri and the Missouri Department of Elementary and Secondary Education and Office of College and Career Readiness from any liability whatsoever that may occur or be produced in the taking, reproducing, publishing, showing, or displaying of said video/recorded voice photographs, and agree that SkillsUSA Missouri and the Missouri Department of Elementary and Secondary Education shall be the owner of the photographs and all rights to them, may copyright the video/recorded voice/photographs in its own name, and may grant to others permission to use them.

I further understand that I am not to receive payment for said video/recorded voice/photographs and that these video/recorded voice/photographs will not discredit or distort my person in any way.

Courtesy Corp Candidate’s Legal Name: _____

Candidate’s Home Address: _____

Signature of Courtesy Corp Candidate Printed Name Date

Missouri Courtesy Corp Candidate Current Membership Status (Check One):

SECONDARY POSTSECONDARY/COLLEGIATE

If the above-named person is a minor, the parent/guardian shall consent to the above authorization and release by signing below.

Signature of Parent/Guardian Printed Name Date

Internet Code of Conduct

As a SkillsUSA Missouri Courtesy Corp member, you are a public figure. You represent your school, SkillsUSA Missouri State Association and SkillsUSA Nationals. As you post content to personal and public web pages, for example Facebook, Instagram, Twitter, YouTube, or other websites, please keep in mind that people you do know (including future employers or admissions officers) have the ability to review and archive your personal, yet public information that you post. These personal sites are now being used as a point of reference to your personal site. Be sure that your personal materials, including comments, photographs, video, or audio files would not embarrass you if they were viewed by a SkillsUSA staff member, business partner, or teachers.

As a Courtesy Corp member of SkillsUSA Missouri, you make a promise to represent SkillsUSA Missouri with the most respect. This means that during your term of office, any content you post on the World Wide Web where SkillsUSA is mentioned on the site will be reviewed by your Local Chapter Advisor, parent and/or Volunteer Services Coordinator.

As a SkillsUSA Missouri Courtesy Corp member, I understand that the websites that I use will be monitored and I may be asked to remove any material deemed inappropriate by my Local Chapter Advisor, parent, and/or Volunteer Services Coordinator.

If I fail to do so and post inappropriate or unapproved material, I will be placed on probation as a Courtesy Corp member and subject to the consequences for violating the Code of Conduct.

I have read and understand the information in this document. I agree to abide by this policy for the duration of the office I have been elected or appointed for SkillsUSA Missouri.

Signature of Courtesy Corp Candidate

Printed Name

Date

I have read and I understand the Internet Code of Conduct. I agree to support the guidelines and the above- named student to the best of my ability.

Signature of Parent/Guardian

Printed Name

Date

Signature of Chapter Advisor

Printed Name

Date

Signature of Career Center Director/Principal

Printed Name

Date

Medical Liability Release Form

PLEASE TYPE OR PRINT ALL INFORMATION

Courtesy Corp Candidate's Legal Name: _____

Parent/Guardian's Legal Name: _____

Home Address: _____

Parent/Guardian/Telephone: Home _____ Cell _____

Courtesy Corp Candidate's Physician: _____ Phone: _____

Physician's Address: _____

Alternate/Emergency Contact: _____

Alternate/Emergency Contact Telephone: Home _____ Cell _____

Local Chapter Advisor: _____ School Name:

Courtesy Corp Candidate is covered by group or medical insurance: Yes No

If yes, complete the following information:

Name of Insured: _____ Insurance Company: _____

Group # _____ Policy # _____

Please completely describe any medical condition which may recur or be a factor in medical treatment:

- a. Allergies _____ e. Physical Handicap _____
- b. Convulsions _____ f. Medicine Reactions _____
- c. Blackouts _____ g. Disease of any kind _____
- d. Heart/lung problems _____ h. Other (Be specific) _____

If currently taking medication(s), please provide the following information:

Name of medication(s) _____ Physician/Phone Number _____

Name of medication(s) _____ Physician/Phone Number _____

LIABILITY RELEASE. I certify that the information described above is accurate and complete to the best of my knowledge. I understand that each individual is responsible for his/her own insurance coverage during any and all SkillsUSA activities. I hereby release the SkillsUSA Nationals, the National Staff, State and Local SkillsUSA Associations, and any designated individual in charge of the SkillsUSA group or specific activity from any legal or financial responsibility with respect to my personal or my Courtesy Corp Candidate/child's participation in or contact with any known element associated with an activity including competitive events.

PARENT/GUARDIAN: Please check one of the following and sign your name.

- I give my permission for immediate medical treatment as required in the judgment of the attending physician. Notify me and/or any persons listed above as soon as possible.
- I do not give permission for medical treatment until I have been contacted.

_____ Signature of Parent/Guardian	_____ Printed Name	_____ Date
_____ Signature of Courtesy Corp Candidate	_____ Printed Name	_____ Date
_____ Signature of Chapter Advisor	_____ Printed Name	_____ Date
_____ Signature of Career Center Director/Principal	_____ Printed Name	_____ Date

I hereby agree to release SkillsUSA Missouri, SkillsUSA Inc., Missouri Department of Elementary & Secondary Education, the State of Missouri, State Technical College of Missouri and its representatives, agents, volunteers, servants and employees from liability for any injury or death to the named person, resulting from any cause whatsoever occurring to the named person at any time while attending any SkillsUSA Conference or event. I also waive liability for travel to and from the event.

I do voluntarily authorize my student's school or SkillsUSA Missouri 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.

I agree to indemnify and hold harmless release SkillsUSA Missouri, SkillsUSA Inc., Missouri Department of Elementary & Secondary Education, the State of Missouri, and State Technical College of Missouri, its representatives, agents, volunteers, servants and employees 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 Missouri and 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.

I understand that SkillsUSA has implemented preventative health and safety measures at this conference to help reduce the spread of COVID-19. I understand SkillsUSA cannot guarantee that conference attendees will not be exposed to or infected by COVID-19. As a conference participant, I acknowledge the contagious nature of COVID-19. By attending this conference, I voluntarily assume the risk and responsibility for any possible exposure or infection.

I understand that on rare occasions, errors in scoring may happen which may result in incorrect medals being awarded. I understand and agree that the SkillsUSA Missouri State Director has the right to alter placings once awarded if such action should be deemed necessary.

SkillsUSA is not responsible or liable for any issues related to my participation in any in-person, hybrid or virtual SkillsUSA contest including: technology issues or interruptions, mal- functions or failures; personal injury; illness; or damage to school property or individual property.

Adult supervision of student competitors is required at all times when operating power or hand tools; using cutting devices and knives; or handling sharp objects. SkillsUSA is not responsible or liable for any injuries or issues.

NOTE: All persons under legal age must have a parent or guardian sign 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 a parent/guardian signature. All participants must sign this form.

CODE OF CONDUCT

This SkillsUSA Missouri conference is designed to be an educational function, and all plans are made with that objective in mind. SkillsUSA wants every participant to have an enjoyable experience with careful attention paid to both safety and comfort. All conference participants are expected to conduct themselves in a manner best representing SkillsUSA as a member of the nation's greatest career and technical education student organization.

In order that everyone may receive the maximum benefits from participation, the "Code of Conduct," and rules set by the state director and his/her designees, must be followed at all times.

PARTICIPANTS: Be sure that you understand the "Code of Conduct." Any person violating these rules may be sent home at their own expense, may cause other participants from their school, region or state to be sent home, or may otherwise disqualify their school, district or state from participating in SkillsUSA.

CONFERENCE ATTIRE: Conference attendees are expected to wear appropriate clothes and/or uniforms for various events, conferences, activities and meetings.

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 enter any hotel room other than the one to which I am assigned. I understand that I am assigned a hotel room for the sole purpose of overnight accommodation.
5. I will not leave the hotel/motel without the express permission of my advisor or state SkillsUSA director. Should I receive permission, I will leave a written notice of where I will be.
6. 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.
7. I will not have in my possession any firearms, dangerous weapons, explosive compound, or an object that can reasonably be considered and/or used as a weapon.
8. I will respect SkillsUSA attire and will not inhale or smoke cigarettes, e-cigarettes, use a vape pen or any other substances while wearing clothing bearing the name or logo of SkillsUSA, including outdoor venues.
9. I will not engage in bullying or cyberbullying of others including threatening words or behavior; menacing, hazing, taunting or intimidation; the use of lewd, profane or vulgar language; verbal or physical abuse of others; or other threatening behavior toward others at any time.
10. I will not engage in any behavior that might be deemed sexual harassment which includes, but is not limited to, verbal, written or physical statements or actions to or about others.
11. I will keep my advisor or state association director informed of my whereabouts at all times.
12. I will, when required, wear my official identification badge.
13. I will attend, and be on time for, all general sessions and activities that I am assigned to and registered for.
14. I will adhere to the dress code at all required times.
15. My conduct shall be exemplary at all times.
16. I will be respectful and professional when attending any SkillsUSA virtual conference and will share only appropriate information. I will use the chat feature for questions and comments that are relevant to the event and will not use the chat feature for posting comments that distract from the conference activities. I will use my full first name and last name as listed on my conference registration when signing on to the virtual conference.

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 sent home at the expense of my school or myself. 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. Any person violating these rules may be sent home at their own expense, may cause other participants or contestants from their school to be sent home, or may otherwise disqualify their chapter from participating in the future events and conferences, including the SkillsUSA Missouri Championships.

1. Violations of Items 1 through 11 of the "Code of Conduct" will be grounds for immediate removal from an elected 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 participant's misconduct or infraction could result in the disqualifying of his or her state delegation as well.

2. Violations of Items 12 through 14 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 12 through 14 may result in the participant being sent home at his/her own expense.

I agree to all conference rules of conduct and releases as stated on this form. My consent is affirmed when I complete and submit this registration form to SkillsUSA as a participant of this conference.

PHOTOGRAPHY AND SOUNDS RELEASE

By attending this conference, I hereby grant SkillsUSA Missouri, SkillsUSA Inc., Missouri Department of Elementary & Secondary Education, and the State of Missouri, its representatives, agents, volunteers, servants and employees permission to photograph me, videotape me or make audio recordings of my voice, separately or in combination, and also give a production company approved by the SkillsUSA Missouri and/or SkillsUSA national office permission to use the finished silent or sound pictures, and/or sound recordings as deemed necessary. I also grant SkillsUSA Missouri and national SkillsUSA offices permission to share silent or sound pictures with other organizations deemed appropriate, including but not limited to SkillsUSA Missouri, SkillsUSA Inc., Missouri Department of Elementary & Secondary Education, and the State of Missouri, its representatives, agents, volunteers, servants and employees. I give permission to SkillsUSA to use these photos, videos or sound recordings without seeking further permission. I understand that my name may not appear with my photo, video or sound recording when used.

Further, I relinquish to SkillsUSA Missouri, SkillsUSA Inc., Missouri Department of Elementary & Secondary Education, and the State of Missouri, its representatives, agents, volunteers, servants and employees 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 SkillsUSA Missouri, SkillsUSA Inc., Missouri Department of Elementary & Secondary Education, and the State of Missouri, its representatives, agents, volunteers, servants and employees 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 participate or perform under camera, lighting and stated conditions is voluntary. I waive all personal claims, causes of action or damages against SkillsUSA and its employees or volunteers arising from such a performance or appearance.

NOTE: I understand that audio or videotaping of conference speakers by conference participants is not permitted.

Read the other side of this form (or attached page). If you completely understand and agree to the conditions, please fill out the form below and sign. Please type or print clearly.

THIS FORM MUST BE FULLY COMPLETED AND PROPERLY SIGNED AND RETURNED TO THE STUDENT'S ADVISOR!

STUDENT INFORMATION			
SCHOOL		ADVISOR	
PARTICIPANTS FULL LEGAL NAME (first, middle, last)			
AGE	BIRTHDATE (month / day / year):	SHIRT SIZE:	
HOME ADDRESS			
CITY	STATE: MO	ZIP	
HOME TELEPHONE NUMBER (include area code)		EMAIL (optional)	

PARENT/GUARDIAN & MEDICAL INFORMATION			
NAME OF PARENT/GUARDIAN		FAMILY PHYSICIAN	
HOME PHONE	CELL PHONE	PHYSICIAN'S PHONE NUMBER	
HOME ADDRESS		DO YOU HAVE ANY KNOWN ALLERGIES? <input type="checkbox"/> NO <input type="checkbox"/> YES If YES, please list:	
CITY	STATE	ZIP	
WORK PHONE:	E-MAIL ADDRESS:		
NAME OF PERSON RESPONSIBLE FOR PARTICIPANT'S MEDICAL BILLS (Guarantor):		DO YOU HAVE A HISTORY OF ALLERGIES, HEART CONDITION, DIABETES, ASTHMA, EPILEPSY, RHEUMATIC FEVER, OR OTHER EXISTING MEDICAL CONDITIONS? <input type="checkbox"/> NO <input type="checkbox"/> YES If Yes, Please explain:	
GUARANTOR'S RELATIONSHIP TO PARTICIPANT:		ARE YOU TAKING MEDICATION? <input type="checkbox"/> NO <input type="checkbox"/> YES If YES, please list what kind:	
INSURANCE COMPANY		DO YOU HAVE ANY PHYSICAL RESTRICTIONS? <input type="checkbox"/> NO <input type="checkbox"/> YES If YES, please explain:	
INSURANCE COMPANY'S ADDRESS			
CITY	STATE	ZIP	
INSURANCE PLAN NUMBER		Check "yes" if participant has a disability that meets criteria specified in the Americans with Disabilities Act(ADA). <input type="checkbox"/> Yes If checked yes, please contact your advisor with further information.	
INSURANCE GROUP NUMBER		<p>By signing below, I do hereby agree to abide by the Personal Liability and Medical Release, the Code of Conduct, and the Photography and Sound Release agreements in their entirety and completely release SkillsUSA Missouri, SkillsUSA Inc., Missouri Department of Elementary & Secondary Education, and the State of Missouri, its representatives, agents, volunteers, servants and employees from liability for any injury or death to the named person, resulting from any cause whatsoever occurring to the named person at any time while attending/traveling to any SkillsUSA Conference or event.</p> <p><i>I hereby authorize the Missouri Department of Elementary and Secondary Education to publish and make publicly available information that may otherwise be considered "personal information" within the meaning of State Statue RSMo 105.1500/ Such information may include name, photographs, school name and Career and Technical Student Organization involvement on the SkillsUSA Missouri website, conference apps, or social media accounts.</i></p>	
INSURANCE COMPANY PHONE NUMBER:			
<p>BY SIGNING BELOW, YOU ARE AGREEING TO BE RESPONSIBLE FOR PAYMENT OF ANY AND ALL MEDICAL SERVICES RENDERED.</p> <p>_____ Signature of Parent/Guardian</p>			
PARTICIPANTS –		Signature of Participant _____ Date _____	
CHECK HERE IF YOU ARE OVER AGE 18 AND ATTEST: <input type="checkbox"/>		Signature of Parent/Guardian _____ Date _____	

Contact Information

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