SLC Registration Checklist

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| **Checklist Items** | **Due Date** | **Description** |
| National Membership Deadline | Feb 15 | Print roster, make check payable to SkillsUSA and mail to:  SkillsUSA, Inc.  Attn. Membership Dept 14001 SkillsUSA Way  Leesburg, VA 20176-5494  \*Pay by credit card for faster processing\* |
| Hotel Registrations | Mar 31 |  |
| State Registration Deadline | Feb 21 | Only register students for contests offered on the Contest Eligibility Guide. Contestants must be **PAID**  National members to be able to register for State. |
| Drops/Substitutions | Mar 1 | Only substitutions will be allowed after March 1.  Drops will not be refunded after this date. |
| PDP/Career Essentials  Achievements | Mar 1 | Send Excel list of students and level achieved.  (first name, last name, school) |
| Academic Achievement  Awards (1st semester grades) | Mar 8 | Click on this form to enter information:  <https://docs.google.com/forms/d/e/1FAIpQLSdoXkM-wBojZdF6M3rGwNvGouynEmhoj-NcL5Wisvy_VJ8DFA/viewform> |
| Outstanding SkillsUSA  Advisor Nomination Form | Mar 8 | email application to [greg.stahr@nebraska.gov](mailto:greg.stahr@nebraska.gov)  Visit website for Award Form |
| Jake Duncan Outstanding  Leadership Award | Mar 8 | email application to [greg.stahr@nebraska.gov](mailto:greg.stahr@nebraska.gov)  Visit website for Award Form |
| $500 State Scholarship Application | Mar 8 | email application to [greg.stahr@nebraska.gov](mailto:greg.stahr@nebraska.gov) Visit website for Award Form |
| Advisor Service Pin | Mar 8 | email application to [greg.stahr@nebraska.gov](mailto:greg.stahr@nebraska.gov)  Visit website for Award Form |
| State Officer Candidate  Application | Mar 8 | email application to [greg.stahr@nebraska.gov](mailto:greg.stahr@nebraska.gov)  Visit website for Application Form |
| Board of Directors Declaration of Candidacy | Mar 8 | Email application to [greg.stahr@nebraska.gov](mailto:greg.stahr@nebraska.gov) Visit website for Candidacy Form |
| Print and Pay Invoice | Mar 23 | Send invoice and check payable to **SkillsUSA Nebraska**  and mail to:  **Grafton Associates Attn: Denise Winters 5935 S 56th Street, Ste A**  **Lincoln, NE 68516** |
| Responsibility Release &  Chapter Permission Form | Apr 2 | Email this REQUIRED FORM to [greg.stahr@nebraska.gov](mailto:greg.stahr@nebraska.gov)  Visit website for Release Form |
| Medical Release, Personal Liablity, Code of Conduct, Photo/Sound Release | Apr 2 | This REQUIRED FORM and copies of every student’s insurance card are to remain with the chapter advisor(s) for use if needed during the conference |