

SkillsUSA Florida

2024 – 2025 Chapter Success Guide



Hello, Advisor!

Welcome to SkillsUSA!

Advisors are the backbone of our organization, and Florida has the best ones! Our advisors are dedicated to the success of their students, passionate about their trade, and eager to share their passion and dedication with our future workforce.

SkillsUSA is a partnership of students, teachers, and industry, working together to prepare America's Skilled Workforce to be job-ready, day one. We provide opportunities for leadership and skill development through various events, workshops, and training opportunities. Our programs reinforce our mission to empower our members to become skilled professionals, career-ready leaders, and responsible community members throughout the year.

In the Chapter Success Guide, you'll find information on regional and state events, who to contact, how to register members, how to grow and operate your chapters, what to wear at events, and how to request accommodations for special needs students. We hope it will be a regular and beneficial resource for you. Click on the titles in the Table of Contents to jump to different document sections.

I hope the information here will help you establish your chapter and succeed throughout the year. Follow SkillsUSA Florida on social media and check out our bi-weekly newsletter, the Tuesday Times! Reach out anytime with questions – I am here to help!

Thank you for being a Champion for your students!

Jessica Graber
SkillsUSA Florida State Director
jgraber@skillsusaf1.org
(850) 284-8534

SkillsUSA Florida is dedicated to continuous improvement in serving our members. Please complete this survey with any feedback on the Chapter Success Guide or any other resources that would be valuable to you as an advisor:
<https://form.jotform.com/212435525163046>



STOP HERE!
Before you go any further:

Write down this number.
Save it to your phone.
Keep it on a post-it near your desk.

The Customer Care Team is here for YOU!

Our experts are here to help with anything you need - registering for events or membership, recruiting members or implementing the Framework, planning events or just figuring out where to start!

SkillsUSA Member Hotline

844-875-4557

Monday, Wednesday, and Friday 8 AM to 5 PM ET
Tuesday and Thursday 8 AM to 7 PM ET

*Our experts are also available through chat at register.skillsusa.org,
or by emailing customercare@skillsusa.org.*

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Important Contact Information

State Director: Jessica Graber, jgrabers@skillsusaf1.org, (850) 284-8534

Schedule a one-on-one meeting here: <https://calendly.com/skillsusaf1/office-hours>

Assistant State Director: Jayde Alioto, jaydea@skillsusaf1.org, (352) 322-3345

State Officer Trainer: Tyler Sahlin, leadership@skillsusaf1.org, (850) 304-3821

Courtesy Corps Coordinator: Jacob Hassler, volunteer@skillsusaf1.org, (941) 264-4871

General Questions, Comments, or Concerns: info@skillsusaf1.org

Board of Directors Chairman: TJ Thoss, thosst@skillsusaf1.org, (321) 594-9949

Region 1 Coordinator: Tyler Sahlin, region1@skillsusaf1.org, (850) 304-3821

Region 2 Coordinator: Pam Bedford, region2@skillsusaf1.org, (352) 214-0931

Region 3 Coordinator: Melissa Allers, region3@skillsusaf1.org, (407) 518-4580, ext 65464

Region 4 Coordinator: Kellyann Haudricourt, khaudric@pasco.k12.fl.us, (727) 967-3721

Region 5 Coordinator: Jennifer Messina, jennifer.messina@browardschools.com, (954) 552-5437

Region 6 Coordinator: Jacob Hassler, region6@skillsusaf1.org, (941) 264-4871

SkillsUSA Website:

www.skillsusa.org

National ACTE Website:

www.ACTEonline.org

SkillsUSA Florida Website:

www.skillsusaf1.org

Florida ACTE Website:

www.FACTE.org

Sign up for the Tuesday Times Newsletter: <https://tinyurl.com/TueTimes>

Membership and Conference Registration: register.skillsusa.org

Scorecards and Scoring Information: scores.skillsusa.org

SkillsUSA Customer Care Team: 1-844-875-4557, customercare@skillsusa.org

Social Media

Facebook:

www.facebook.com/SkillsUSAF1orida

Instagram:

@SkillsUSAF1orida

Regional Contact and Conference Information

Download the Intent to Enter Form here:

<https://www.skillsusaf.org/wp-content/uploads/2024/07/Intent-to-Enter-Master-2425.xlsx>

REGION	CONTACT	CHECK PAYMENT INFO	OTHER INFO
1	Tyler Sahlin, region1@skillsusaf.org , (850) 304-3821	SkillsUSA Florida 4446 Hendricks Ave, PMB 229 Jacksonville, FL 32207 Credit cards accepted (2.5% fee)	Regional Leadership and Skills Conference: February TBD Cost: TBD Intent to Enter Form Due by October 15, 2024
2	Pam Bedford, region2@skillsusaf.org , 352-214-0931	SkillsUSA Florida 4446 Hendricks Ave, PMB 229 Jacksonville, FL 32207 Credit cards accepted (2.5% fee)	Regional Leadership and Skills Conference: February TBD Cost: \$40/person Intent to Enter Form Due by October 15, 2024
3	Melissa Allers, region3@skillsusaf.org , 407-518-45802, ext 65464	SkillsUSA Florida 4446 Hendricks Ave, PMB 229 Jacksonville, FL 32207	Regional Leadership and Skills Conference: February TBD Cost: TBD Intent to Enter Form Due by October 15, 2024
4	Kellyann Haudricourt, khaudric@pasco.k12.fl.us , 727-967-3721	Marchman Technical College Attn: Kellyann Haudricourt 7825 Campus Dr New Port Richey, FL 34653 Credit cards accepted (2.5% fee)	Regional Leadership and Skills Conference: February TBD Cost: TBD Intent to Enter Form Due by October 15, 2024
5	Jennifer Messina, jennifer.messina@browardschools.com , (954) 552-5437	Sheridan Technical College ATTN: Jennifer Messina 5400 Sheridan St Hollywood, FL 33021 Credit cards accepted (2.5% fee)	Regional Leadership and Skills Conference: February 4-5, 2025 Cost: \$30 skill contests, \$25 leadership contest, \$40 both, \$15 advisor/model per day No Intent to Enter Form Required
6	Jacob Hassler, region6@skillsusaf.org , (941) 264-4871	SkillsUSA Florida 4446 Hendricks Ave, PMB 229 Jacksonville, FL 32207 Credit cards accepted (2.5% fee)	Regional Leadership and Skills Conference: February TBD Cost: \$50/person Intent to Enter Form Due by October 15, 2024

2024-2025 State Officer Team

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Medical Assisting

ChristopherM@skillsusaf1.org



Florida SkillsUSA Inc. Board of Directors

TJ Thoss, Chairman, Technology Coordinator, *Orange Technical College*

Jennifer Messina, Secretary/Treasurer, Region 5 Coordinator, *Sheridan Technical College*

Tyler Sahlin, Region 1 Coordinator, *Locklin Technical College*

Pam Bedford, Region 2 Coordinator, *Eastside High School*

Melissa Allers, Region 3 Coordinator, *Osceola County Schools*

Kellyann Haudricourt, Region 4 Coordinator, *Marchman Technical College*

Jacob Hassler, Region 6 Coordinator, *Suncoast Technical College*

Barrett Goldman, Administrative Representative, *Sheridan Technical College*

Rob Kelley, Advisor-at-Large, *Orange Technical College*

Suzanne Kerr, Advisor-at-Large, *Orange Technical College*

Al Herndon, Industry Representative, *Florida Masonry Apprenticeship & Education Foundation*

Jacqui Pressinger, Industry Representative, *Seatrade Cruise*

Kurt Doster, Industry Representative, *Miami Heat*

Nicole Kitler, Industry Representative, *NCCER*

Mike Cowles, Industry Representative, *ASE Foundation*

Bob Blevins, Ex-Officio, *Florida Department of Education*

SkillsUSA Florida Events Calendar

2024

July 14-18	State Officer Training	<i>Melbourne</i>
August 1	Branding Design Contest Standard Released Chapter Success Guide Released Fall Leadership Conference (FLC24) Guide Released	<i>Online</i>
August 1	FLC24 Registration Opens	<i>Online</i>
August 19	WLTl Registration Due	<i>Online</i>
August 23-24	Board of Directors Meeting	<i>Virtual</i>
August 27-28	Advisor Back to School Meeting	<i>Virtual</i>
September	Regional Leadership Training Workshops	<i>By Region</i>
September 1	Contest Guide Released State Officer Program Guide Released Courtesy Corps Program Guide Released	<i>Online</i>
September 2	Labor Day - State and National Offices Closed	
September 14	Indigenous Peoples' Day - State and National Offices Closed	
September 21-25	Washington Leadership Training Institute (WLTl)	<i>Washington DC</i>
September 30	FLC24 Registration Deadline	<i>Online</i>
October 15	Branding Design Contest Submissions Due	<i>Online</i>
October 15	FLC24 Payment Due	
October 15	Courtesy Corps Leadership Team Applications Due	<i>Online</i>
October 28	Advisor Meeting and Planning Session (AMPS)	<i>Melbourne</i>
October 28-29	FLC24: Maximize and Chapter Management Institute	<i>Melbourne</i>
November 1	State Leadership and Skills Conference Guide Released	<i>Online</i>
November 11	Veterans' Day - State and National Offices Closed	
November 15	Early Membership Deadline to Receive Special Benefits	<i>Online</i>
November 27-29	Thanksgiving Holiday - State and National Offices Closed	
December 1	Affiliation Plan Agreements Due (Total Participation Plan and Campus Affiliation)	
December 23 - January 3	Winter Break - State and National Offices Closed	

2025

January 10-11	Board of Directors Meeting and SLSC25 Planning	Jacksonville
January 13-14	SLSC25 Orientation Meeting for Advisors	Virtual
January 20	Martin Luther King Day - State and National Offices Closed	
February	Regional Leadership and Skills Conferences	By Region
February	SLSC25 Registration Opens (following Regional Events)	Online
February 1	Membership Deadline to be Eligible for Competitions	Online
February 1	State Officer Application Deadline	Online
February 2-8	SkillsUSA Week	
February 11	CTE Day on the Hill	Tallahassee
February 17	Presidents' Day - State and National Offices Closed	
February 28	State Awards and Recognition Nominations Deadline	Online
March 1	Payment Deadline for Membership Dues	
March 1	Chapter Excellence Program (CEP) Applications Due	
March 1	National Leadership and Skills Conference Guide Released	Online
March 10	SLSC25 Registration Deadline	Online
March 17	SLSC25 Hotel Reservation Deadline	Jacksonville
March 24	SLSC25 Payment Due to State Office	
March 24-25	SLSC25 Championships Orientation for Advisors	Virtual
April 28 - May 1	State Leadership and Skills Conference (SLSC25)	Jacksonville
May 6	NLSC25 Delegation Meeting	Virtual
May 12	NLSC25 Registration and Rooming List Due	
May 16-17	Board of Directors Meeting	TBD
May 23	NLSC25 Payment Due to State Office	
May 26	Memorial Day - State and National Offices Closed	
June 1	National Officer Applications Due	Online
June 21-23	Leverage (NLSC Pre-Conference - State Officers)	Atlanta, GA
June 23-27	National Leadership and Skills Conference (NLSC25)	Atlanta, GA

Subscribe to the SkillsUSA Florida Google Calendar: <http://bit.ly/CalendarSkillsUSAFL>

Download a printable version of the full calendar here:

<https://www.skillsusaf.org/wp-content/uploads/2024/07/Calendar-of-Events-2024-2025-1.pdf>

2024-2025 Year at a Glance

The table below provides basic event information, including dates and costs. Refer to each event in this guide for more information. Additional information on each event can be found in the conference guide. Check out the State Events Calendar for publish dates of conference guides and other resources.

EVENT	WHO	WHEN & WHERE	COST
Fall Leadership Conference <ul style="list-style-type: none"> • Maximize – Students • Chapter Management Institute (CMI) – Advisors 	Students Advisors	October 28-29, 2024 Hilton Melbourne 200 Rialto Place Melbourne, FL 32901	Students: \$325-\$450/person Advisors: \$225-\$300/person <ul style="list-style-type: none"> • Based on room occupancy • Registration, meals and hotel included. • Additional hotel nights \$150/room
Advisor Meeting and Planning Session (AMPS)	Advisors	October 28, 2024 Hilton Melbourne 200 Rialto Place Melbourne, FL 32901	No cost; lunch is provided. <ul style="list-style-type: none"> • Funding is available for travel/subs • Hotel nights \$150/room
State Leadership and Skills Conference (SLSC)	Students Advisors	April 28-May 1, 2025 Hyatt Regency Jacksonville Riverfront 225 East Coastline Dr Jacksonville, FL 32202 Prime Osborn Convention Center 1000 Water Street Jacksonville, FL 32204	\$150 per person Hotel: \$190/night <ul style="list-style-type: none"> • Included Meals: lunch for contestants on competition day, dinner for all at Champions' Night, lunch for advisors at Framework Luncheon. • Transportation provided between venues.
National Leadership and Skills Conference (NLSC)	Students Advisors	June 23-27, 2025 Atlanta, GA Georgia World Congress Center 285 Andrew Young International Blvd NW Atlanta, GA 30313 Hotel TBA	5-night / 6-night package Single - \$1,695 / \$1,945 Double - \$1,085 / \$1,213 Triple - \$895 / \$985 Quad - \$795 / \$865 <ul style="list-style-type: none"> • Estimated cost for budgeting purposes. • Hotel, registration, and state fees included.

Virtual and In-Person Advisor Meetings

Throughout the year, SkillsUSA Florida will host virtual and in-person advisor meetings related to upcoming events and programming. Additional meetings will be added as needed. Each meeting will last no more than 1 hour. The same meeting topic is offered twice, and you only need to attend one.

Meetings are always recorded, and the recording with powerpoint or any supplemental materials will be shared on our website at skillsusaf1.org/resources, typically no later than the Friday following the meeting. Sign up is not required - you can copy and paste the meeting info into your calendar, or use the link below to have the zoom information emailed to you. You can also use the online form to submit specific questions in advance of the meetings. Live participation is encouraged!

➔ ***[Use this link](#) to schedule a one-on-one Zoom meeting or phone call with the State Director!***

Advisor Back to School Meeting - August 27 at 6 PM ET or August 28 at 10 AM ET

Review of state programming for the year, including fall and spring conferences, competitions, educational resources and membership benefits, and other opportunities. Review of the Chapter Success Guide and other advisor resources.

Sign up here: <https://form.jotform.com/231865493229162>

Join Zoom Meeting: <https://us02web.zoom.us/j/84075081668>, Meeting ID: 840 7508 1668

NEW THIS YEAR: Advisor Meeting and Planning Session (AMPS) - October 28, 10 AM to 2 PM ET

This meeting will be held in-person at the Hilton Melbourne in Melbourne, FL during the Fall Leadership Conference. All advisors are invited to learn more about state and national programming for the year, and how to set your chapter up for success. Advisors will be divided into groups by program or career cluster to provide insight and resources related to the SkillsUSA Florida state and regional competitions. There is no cost to attend, and lunch is provided. Pre-registration is required. Limited funds are available to assist with the cost of travel and/or substitute teachers; contact the state office for more information.

Sign up here: <https://form.jotform.com/241844803898167>

SLSC25 Orientation for Advisors - January 13 at 6 PM ET or January 14 at 10 AM ET

Information related to preparing for state conference, including hotel information, general conference agenda, planning for travel, and review of the SLSC25 Conference Guide.

Sign up here: <https://form.jotform.com/231865211111140>

Join Zoom Meeting: <https://us02web.zoom.us/j/82421192002>, Meeting ID: 824 2119 2002

Championships Orientation for Advisors - March 24 at 6 PM ET or March 25 at 10 AM ET

Information related to the State Leadership and Skills Conference and Career Championships, including contest updates, schedule, awards process, and more. At least one advisor per school is required to attend.

Sign up here: <https://form.jotform.com/231865427695166>

Join Zoom Meeting: <https://us02web.zoom.us/j/81324686599>, Meeting ID: 813 2468 6599

NLSC24 Delegation Meeting - May 6 at 6 PM ET

Preparation for the National Leadership and Skills Conference in Atlanta, GA. This meeting is open to members of the SkillsUSA Florida National Delegation and its supporters, including students, advisors, administrators and parents. Zoom meeting information will be shared with students who complete the Intent to Enter form at the state conference, and the advisor listed on their form.

SkillsUSA Basics

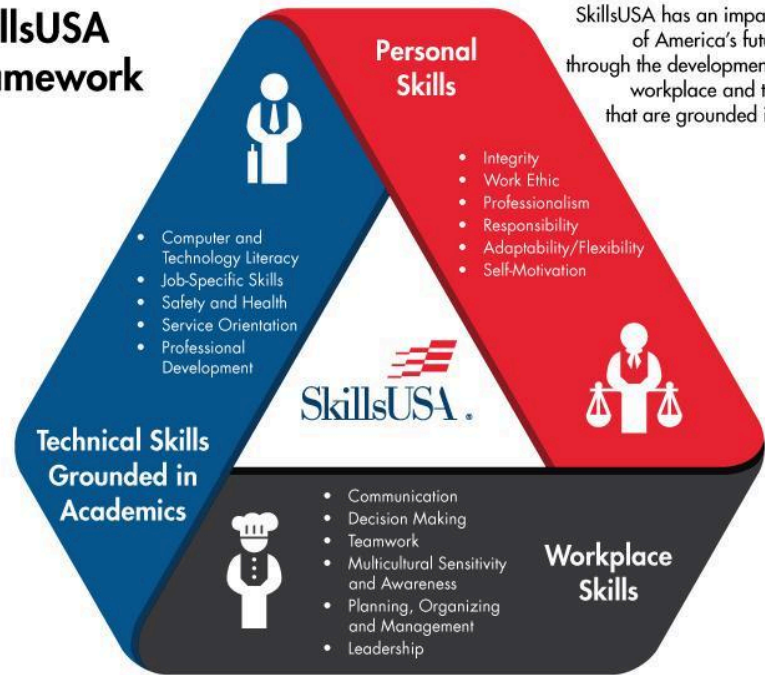
SkillsUSA is America's proud champion of the skilled trades. Our mission is to empower students to become skilled professionals, career-ready leaders and responsible community members.

The SkillsUSA Framework

The **SkillsUSA Framework** defines our mission and illustrates how students fulfill the mission of the organization. The Framework outlines 17 Essential Elements that are most in-demand by all employers - the skills essential to career success. SkillsUSA programming is built to intentionally develop these skills to prepare students for their future careers.

- Provides a **common language** for students to articulate what they gain from SkillsUSA participation to employers, school administrators, parents, and other students
- **Assesses student skill development** along a learning continuum of awareness, demonstration, and mastery
- Creates a **vision for SkillsUSA programs** at the local, state, and national levels to ensure quality student-led experiences that build skills in all members

SkillsUSA Framework



SkillsUSA has an impact on the lives of America's future workforce through the development of personal, workplace and technical skills that are grounded in academics.

Why it works:

- **Empowers every student** to achieve career success
- Delivers a skill set **demanding by business and industry** but lacking in many employees today
- Ensures that every student member receives a **consistent and specific** skill set

Framework Integration Toolkit

Professional members receive access to the Framework Integration Toolkit, which contains resources to help teach each Essential Element. In the toolkit, you'll find the lesson plans, accompanying motion-graphic videos, worksheets, and any other resources needed to execute the lesson. Find these resources on your account at absorb.skillsusa.org.

Framework Infusion in Events

The SkillsUSA Framework is central in achieving our mission and infused into all state level programming throughout the year. Student and professional members are provided a variety of opportunities to engage with their peers and grow their personal, workplace, and technical skills grounded in academics. Check out the full [calendar of events](#), or follow our Google calendar: <http://bit.ly/CalendarSkillsUSAFL>

The Program of Work

The SkillsUSA Framework defines our mission, and the Program of Work is how our mission is actualized. The six categories of the Program of Work support a balanced chapter and allow students to focus on their passions. It helps to engage students in their school and community, and the real-world experiences accelerate a student's growth and development. It allows students to define and demonstrate the 17 essential elements of the Framework and brings relevancy to a student's future by ensuring they are career-ready. In addition, it's a chapter management tool that can help advisors empower students to take control of their chapter and their learning. By engaging in activities in each area, chapter members can realize the full benefits of SkillsUSA participation. **The Program of Work is your roadmap to a successful chapter and career-ready members!**

Program of Work Launch Activity Guides

Chapters use the Program of Work to plan and implement events that provide work-based learning experiences for them to work on committees, develop their Framework skills, and build their chapter. This Program of Work Launch Guide was written for you and your chapter members. You will learn about six activities that are the basis for your chapter work for the school year. The first guide is prescriptive, provided step by step procedures and suggestions for how to get your chapter started. Each guide is less prescriptive than the previous so that chapter officer teams can learn and grow each year, and help train the next class for leadership roles in the organization. Access the activity launch guides at <https://www.skillsusa.org/programs/chapter-building/#h-0>.

The infographic is titled "SkillsUSA Program of Work" and features the SkillsUSA logo in the top right. It outlines the purpose of the Program of Work (PoW) as a road map for planning and implementing chapter activities. It lists six key areas: Workplace Experiences, Leadership Development, Advocacy and Marketing, Partner and Alumni Engagement, Financial Management, and Community Engagement. A central graphic shows the 17 Essential Elements of the Framework, categorized into Personal Skills, Technical Skills Grounded in Academics, and Workplace Skills.

SkillsUSA Program of Work

PROVIDES THE ROAD MAP FOR PLANNING AND IMPLEMENTING CHAPTER ACTIVITIES

Why should your chapter create a yearly SkillsUSA Program of Work (PoW)?
When a chapter provides rich experiences in all six categories of the PoW, it empowers students to become career ready. These activities allow students the opportunity to practice and perform the Essential Elements of the SkillsUSA Framework and receive feedback to strengthen their skills.

- Workplace Experiences**
Participate in career exploration, planning and work-based learning opportunities, including the SkillsUSA Championships.
- Leadership Development**
Establish interpersonal relationships, individual and team development through chapter operations, leadership competitions and individualized growth plans.
- Advocacy and Marketing**
Promote SkillsUSA chapter programs, career and technical education programs, public relations initiatives and experiences to build social responsibility.
- Partner and Alumni Engagement**
Engage former members, parents, advisory committees, administrators, faculty and business and industry partners in SkillsUSA chapter and classroom activities.
- Financial Management**
Develop personal financial literacy and entrepreneurship skills through relevant work experience, project management and chapter fundraising.
- Community Engagement**
Assess community needs, identify services and employ skills to meet needs that develop long-lasting partnerships.

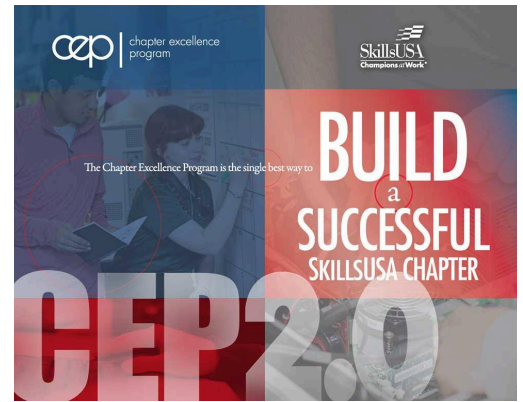
17 Essential Elements of the Framework:

- Personal Skills:** Integrity, Work Ethic, Professionalism, Responsibility, Adaptability/Flexibility, Self-Motivation
- Technical Skills Grounded in Academics:** Computer and Technology Literacy, Job-Specific Skills, Safety and Health, Service Orientation, Professional Development
- Workplace Skills:** Communication, Decision Making, Teamwork, Multicultural Sensitivity and Awareness, Planning, Organizing and Management, Leadership

For more information on SkillsUSA membership and SkillsUSA Program of Work, call 844-676-4587 or visit www.skillsusa.org. Copyright © 2022 by SkillsUSA, Inc.

Chapter Excellence Program

The Chapter Excellence Program provides guidance to building a successful chapter, and honors chapter achievement relative to the SkillsUSA Framework. The application is designed to guide chapters through the process of growing their chapter and ensuring members are set up for success. Instead of focusing on the number of events each year, the standards for the Chapter Excellence Program focus on the resulting development after the events. Quality Chapters and Chapters of Distinction are recognized at the State Leadership and Skills Conference in April. Applications are due March 1.



Quality Chapter

The first level of recognition honors chapters for achieving essential standards of excellence. To earn the Quality Chapter award, chapters must:

- Pay membership dues
- Have all section advisors pay professional dues to SkillsUSA
- Elect chapter officers
- Conduct well planned, regularly scheduled chapter meetings
- Complete a projected chapter budget (list of planned income and expenses for the year)
- Complete a program of work (list of planned chapter activities for the year)
- Conduct at least one activity within each of the three framework components
- Complete the Level 1 Quality Chapter application

Chapter of Distinction

The second level of achievement recognizes chapters that go beyond baseline requirements, and Chapter of Distinction award winners may earn bronze, silver, or gold level of this award. To earn the Chapter of Distinction Award, chapters must:

- Conduct chapter officer training
- Conduct a chapter recruitment activity (i.e. membership drive, middle school presentation)
- Engage members in committees to conduct chapter activities
- Prepare to participate in State Leadership and Skills Conference
- Complete and record three Chapter Activities
- Complete at least seven of the Chapter of Distinction indicators
 - Demonstrate that at least 75% of eligible students are SkillsUSA members
 - Hold executive committee meetings with local chapter officers
 - Conduct an activity to engage business and industry partners
 - Students attend Fall Leadership Conference and one other activity above chapter level
 - Present a report of chapter activities and accomplishments to the school board
 - Hold SkillsUSA local technical competitions
 - Hold SkillsUSA local leadership/occupational competitions
 - Celebrate SkillsUSA Week through chapter activities
 - Publish one of more articles in local media
 - Provide a social media or web presence for your local chapter
 - Run a candidate for state office
 - Conduct chapter awards program or banquet on the local level so all members may attend
 - Participate in the Career Essentials: Experiences program
 - Plan to participate in SkillsUSA Signing Day

Models of Excellence

Chapters in each state receiving a gold “Chapter of Distinction” award are eligible for national selection as a Models of Excellence chapter. These chapters define excellence. Best practices will be gleaned from the award winners and shared with the field to serve as models for other chapters to emulate in strengthening their local programs. Eight chapters will be chosen to represent each component of the SkillsUSA Framework (Personal, Workplace, and Technical Skills), and one winner representing each component will be chosen at SkillsUSA’s National Leadership and Skills Conference. The National Models of Excellence award is the highest honor a chapter can receive.

To earn Level 3 Models of Excellence, a chapter must:

- Complete Level 1, Quality Award
- Complete Level 2, Chapter of Distinction
- Receive a Gold Chapter of Distinction award
- Be submitted by the state director for consideration as a national Models of Excellence. The number of submissions per state must not exceed 10 percent of all chapters in the state. For example, if a state has 250 chapters, 25 Gold Chapter of Distinction winners would be eligible
- For chapters that are submitted to the national office, a panel of judges will evaluate the Chapter of Distinction activities based on the criteria of goals, plan of action, results, evaluation and Framework
- Eight schools will be selected in each component of the SkillsUSA Framework, announced in advance so schools can prepare to attend the national conference.
- Chapters members will participate in business and industry partner interviews
- At the conclusion of the Models of Excellence presentations and interviews during the national conference, a single chapter in each component will be announced as the Model of Excellence

Download the Chapter Excellence Program application template here before completing your application online: <https://www.skillsusa.org/wp-content/uploads/2022/12/CEP-Applications-0622-v7.pdf>

Visit <https://www.skillsusa.org/programs/chapter-building/#h-1> for more information, including templates, lesson plans, chapter management tools, teacher created resources, and more! Submit your application for the Chapter Excellence Program by March 1 by logging into your account at [register.skillsusa.org](https://www.skillsusa.org/register).

2023-2024 Chapter Excellence Program Award Recipients

Chapters of Distinction

GOLD - Marchman Technical College, New Port Richey, FL

GOLD - Stranahan High School, Fort Lauderdale, FL

SILVER - The Villages High School, The Villages, FL

SILVER - Leesburg High School, Leesburg, FL

SILVER - Frank H. Peterson Academies of Technology, Jacksonville, FL

Quality Chapters

Dunedin High School, Dunedin, FL

Frank H. Peterson Academies of Technology, Jacksonville, FL

Leesburg High School, Leesburg, FL

Marchman Technical College, New Port Richey, FL

Stranahan High School, Fort Lauderdale, FL

Tarpon Springs High School, Tarpon Springs, FL

The Villages High School, The Villages, FL

Westside High School, Jacksonville, FL

Membership and Chapter Charter Information

How to Join SkillsUSA: <https://www.skillsusa.org/join/how-to-join/>

Customer Care Team: 1-844-875-4557, customercare@skillsusa.org

Membership Kit: <https://www.skillsusa.org/resources/member-resources/skillsusa-membership-kit/>

- Use register.skillsusa.org for registration. Only advisors (no students) may access this site.
- Traditional Membership Dues: \$16/student, \$35/professional. Affiliation plans are available for schools registering an entire school or program.
- Minimum 6 students and 1 professional member for a chapter to be eligible to compete.
- Students will enter their own registration information, and advisors will submit selected students for invoicing.
- Membership Deadline for competitions is February 1. Regional deadlines may be earlier; contact your [Regional Coordinator](#) for more info.

Chapter Information Form

NEW THIS YEAR: Chapters will be required to submit a form prior to registering members with name and contact information for the chapter Lead Advisor, school administrator/ principal, bookkeeper, and district finance office. The Lead Advisor will serve as the main point of contact for the school.

Complete the form here: <https://form.jotform.com/241896486613065>

New Chapters: How to Apply for Chapter Charter

NOTE: The charter carries over from year to year, and the application process only needs to be completed one time. Existing chapters do not need to complete this step.

SkillsUSA chapters are chartered through the state association, which grants access to SkillsUSA opportunities. A new chapter can request a charter by completing these four steps:

1. Complete the Application for Chapter Charter, which indicates administrative support of SkillsUSA activities: <https://www.skillsusa.org/wp-content/uploads/2023/08/Charter-Application-2018.pdf>
2. Prepare a Chapter Constitution and Bylaws.
 - a. Middle School Constitution Template: <https://skillsusa.egnyte.com/dl/rRdGBwI4XA>
 - b. High School Constitution Template: <https://skillsusa.egnyte.com/dl/tAltDhYXUm>
 - c. College/Postsecondary Constitution Template: <https://skillsusa.egnyte.com/dl/IyyTfrvwtF>
3. Request your school to be added to the SkillsUSA Registration System:
<https://www.skillsusa-register.org/rpts/CreateNewLogin.aspx>
4. Contact the State Director, Jessica Graber, at jgraber@skillsusafl.org to make sure you are on our mailing lists. Be sure to connect with your Regional Coordinator as well!

Membership Registration

Once your chapter is chartered and you've completed the Chapter Information Form, you are ready to register for membership! Membership dues are \$16 for students and \$35 for professionals, which covers both state and national dues. At least one advisor per training program should be registered as a professional member, which includes the competition Technical Standards, Jump Into STEM! Curriculum, the Program of Work Implementation Guide, the Framework Integration Toolkit, Business Partner Guide, and much more.

****Chapters must register at least 6 students and 1 professional member to be eligible to compete.**

Membership, conference, event, and any other SkillsUSA-related registration happens through the SkillsUSA CMS system at register.skillsusa.org. **By entering and submitting information on this website, the school is accepting responsibility for any bills or invoices.** Be sure to delete any unnecessary registrations before the published deadline for each event to avoid any unnecessary fees. Meet with other instructors at your school to designate a Lead Advisor at your school, who will handle all registrations for membership and events. Membership Cards are available for download [here](#). *Please do not share your login information with students. Refer students to skillsusa-register.org/join.*

If you are participating in a Total Participation Plan or College Campus Affiliation agreement, do not submit membership until your application has been received, processed and approved. [Click here](#) for more information on affiliation plans. Affiliation schools have the option to submit a roster or have students self-enroll. Contact the state office for more details.

Membership Enrollment Process

Below are step-by-step instructions for the Member Enrollment Process, or you may refer to the resources linked at the end of this section.

How to Enable the Member Enrollment Process:

1. Login to the Membership Information System at register.skillsusa.org.
2. Once signed in, click the “Membership” button on the main page.
3. Scroll down past the training program list and click the “Access Member Enroll/Pay” button.
4. Locate your training program on the Member Enroll/Pay page and enable the registration process by clicking on the underlined “Edit” button located in the first column of the table and check the box “Enable Member Enroll” then click the “Update” button available in the first column to save.
 - a. Optional Self-Pay Feature: You may opt-in to allow students to pay their own membership dues directly. This feature is completely optional and can be enabled in the same manner.
5. Note the Registration Code affiliated with your specific training program. This will be shared with students in the next step for them to enter their membership information. Alternatively, you can access a QR code to share with students for each program.

Instructions for Students to Register via the Member Enrollment Process:

1. Students will visit www.skillsusa-register.org/join, select the state from the dropdown menu and enter the Registration Code noted from the Member Enroll/Pay page (example: S4134). Alternatively, students can scan the QR code generated by the advisor.
2. Members will complete all information fields and respond to all questions on the enrollment page. Once all fields and questions are completed the member will click the “Register” button.
 - a. NOTE: If the Self-Pay option is enabled, students will click “Pay Now” to submit their registration. Once the payment window appears, their name has been added to your roster, and they can exit out of the browser without making payment.
 - b. Required Fields:
 - i. First and last name
 - ii. Email address
 - iii. Gender (Male, Female, Undefined, Prefer Not to Answer)
 - iv. T-shirt size (S-6XL)
 - v. Date of birth
 - c. Optional fields:
 - i. All other data may be left blank or marked “Prefer Not To Answer”

Instructions for Reviewing and Submitting Members:

Once members have registered via the Member Enrollment Process, the advisor will login again to review and submit their members. Once the membership is submitted or “joined”, you will not be able to make changes to registered names. No refunds, substitutions, or drops are allowed once submitted.

1. Once signed in, click the “Membership” button on the main page.
2. Locate your training program and click on the underlined link “Members” located in the row.
3. Review the list of student names. At the top of the last column, click the box next to “Ready to Join” and select members. Leave any you do not want to submit unchecked; they will stay listed through the program year, but are not joined or invoiced until selected.
4. Upon completion of your review, click “Join Selected” at the top of the page to submit membership.
5. You are now on the Membership Submission page. Answer and complete all required fields and click the “Join Now” button located in the bottom left.

Membership Invoicing and Payment

Once membership is submitted, the system will generate an invoice in a pop-up window, and will also email an invoice to you. This invoice is paid to the national office in Leesburg, VA, and checks should be made out to SkillsUSA. A link to pay by credit card is included on the invoice.

Mail check payment to:

SkillsUSA Inc.
673 Potomac Station Drive, PMB 809
Leesburg, VA 20176

If you need to correct a spelling error or other clerical issue, please email customercare@skillsusa.org and include your school, the student’s training program, current entry as it appears on the registration website, and the correct entry.

NOTE: Do not send membership payments to the state office. Payment for events will be submitted to the state office or regional coordinator. Refer to event invoices for payment instructions.

Resources

[General Instructions](#)

[Schedule a One-on-One Training Session](#)

If you have trouble navigating the registration site, contact the Customer Care Team at 844-875-4557.

Membership MUST be submitted by February 1* for students to be eligible for Regional, State, and National competitions. Membership information is not considered complete and students are not eligible for competition until the information has been submitted and the school accepts responsibility for payment.

****NOTE: Some regional membership deadlines may be earlier. Check with your Regional Coordinator for more information.***

Affiliation Membership

Why Join SkillsUSA: <https://www.skillsusa.org/join/why-join-skillsusa/>

Customer Care Team: 1-844-875-4557, customercare@skillsusa.org

- Affiliation plans provide an affordable option for schools to join all CTE students as SkillsUSA members, and may allow for schools to use alternative funds for membership.
- Affiliation plans are limited to participation from an entire program, school, or district.
- [Total Participation Plan \(TPP\)](#) for middle and high school chapters with >25 members
 - Pay affiliation fee and educational resource credit instead of regular registration costs
- [College Campus Affiliation Plan](#) for college/post-secondary chapters with >100 members
 - Pay affiliation fee instead of regular registration costs
- Option to utilize roster upload for membership instead of student self-enrollment

These affiliation plans provide an opportunity for reduced membership costs for a chapter if the school registers all students in CTE programs on campus. Schools may also be eligible to use alternative funding sources to pay for these affiliations, which may include Perkins or CAPE funding, depending on your school and district.

Total Participation Plan

The [Total Participation Plan \(TPP\)](#) allows chapters with more than 25 student members to pay a single affiliation fee to join all of the students enrolled in CTE programs at a school. The fee is based on the number of students registered, plus an educational resource credit per student. The credit is \$5.95 per student for the 2023-2024 school year. TPP is for high school and middle school chapters, or post-secondary institutions with split enrollment between high school and college/post-secondary students. View the plan pricing and registration information at <https://www.skillsusa.org/join/how-to-join/>.

The educational resource credit may be used to purchase a variety of resources designed to help teach the Essential Elements of the Framework. Please visit <http://www.skillsusastore.net> to view available materials.

Campus Affiliation Plan

The [College Campus Affiliation Plan](#) is designed for college/post-secondary campuses to provide SkillsUSA membership to all students enrolled in CTE courses. The affiliation fee covers each student in an accredited CTE program at a minimum of 101 students. There is no educational resource credit for this plan, and the affiliation fee is based on the number of students registered. View the plan pricing and registration information at <https://www.skillsusa.org/join/how-to-join/>.

Applications for both plans are available online at register.skillsusa.org. There is no paper submission for this contract. All submissions must be approved by advisor, administration, State Director, and National staff before members can be registered.

Important Dates for TPP and College Campus Affiliation:

December 1, 2024: Deadline to submit plan agreements

December 15, 2024: Deadline to register all first semester students and professionals

January 31, 2025: Deadline to register all second semester students and professionals

SkillsUSA Florida State Awards and Recognition

Each year, we recognize outstanding individuals and organizations who make our organization successful, nominated by our stakeholders. Members and chapters are encouraged to nominate an individual, group, organization or business. Help us to recognize those who go above and beyond for SkillsUSA!

→ **All nominations are due February 28, 2025.**

Advisor of the Year (advisors) - A SkillsUSA chapter is only successful with the support of an Advisor who has dedicated themselves to career and technical education by intentionally integrating the SkillsUSA Framework and ensuring students can articulate the skills they have developed. Selected state Advisors of the Year who complete Level 2 of the Chapter Excellence Program will be submitted for national Advisor of the Year consideration.

→ **Submit your nomination:** <https://form.jotform.com/213626182510145>

Cornerstone Award (administrators) - This award recognizes and celebrates the cooperative relationships that have been established between school administrators and SkillsUSA chapters. The success of each chapter is reliant on the collective efforts of many dedicated school administrators, including superintendents, principals, assistant principals, guidance counselors, or school personnel, who have unselfishly committed their professional and civic talents in support of our students.

→ **Submit your nomination:** <https://form.jotform.com/213626470840151>

Distinguished Service Award (business and industry partners) - This award was established to recognize and celebrate the outstanding contributions made by organizations, agencies, businesses or other groups to SkillsUSA and career and technical education on the state level.

→ **Submit your nomination:** <https://form.jotform.com/213625947637163>

Hall of Champions Award (formerly Honorary Life Award) - This award is an honor bestowed upon those who have dedicated their lives, at a state level, to helping youth develop the components of the SkillsUSA Framework necessary to be successful in a changing world. Their legacy in the state will continue far beyond their career.

→ **Submit your nomination:** <https://form.jotform.com/213625680675159>

Pillars of Success Award (volunteers) - The award recognizes the achievements of volunteers who have contributed time, talent, and financial support to the SkillsUSA state association. Their generous support of the State SkillsUSA association serves as one of the pillars of success for SkillsUSA.

→ **Submit your nomination:** <https://form.jotform.com/213626035485052>

Regional Leadership Award - This award is given by each Regional Coordinator to an individual, chapter, business, or organization to recognize stakeholders who have made the highest meritorious contributions to the improvement, promotion, development and progress of SkillsUSA Florida in their region.

→ **Recipients are selected by the Regional Coordinator**

Rookie Educator of the Year - Recipients of this award must be within their first 3 years of classroom instruction, have made outstanding contributions toward innovative, unique and novel programs, and have shown a professional commitment early in their careers with SkillsUSA Florida.

→ **Submit your nomination:** <https://form.jotform.com/222435344249152>

Todd Mann Service Award (students) - The award recognizes individual students in the field of career and technical education for the highest meritorious contributions to the improvement, promotion, development and progress of SkillsUSA Florida, representing the fundamental principles and purposes of our organization.

→ **Submit your nomination:** <https://form.jotform.com/213626652521149>

Event Registration Information

- Register for all regional, state, and national events at register.skillsusa.org.
- Information entered at membership registration is automatically uploaded for events.
- **Accurate email addresses for all registered attendees are required!**
- Students and advisors must be “joined” as members prior to competition registration.
- Review the SkillsUSA Florida events calendar for registration and payment deadlines.

General Instructions

When you are registering for events, you will use the same website as membership. Specific instructions for each event are published in the conference guide.

1. Login to your account at register.skillsusa.org.
2. Go to Conference, My Registrations.
3. Verify the correct event is listed at the top of the page. If not, select the event you want to register for from the dropdown menu.
4. Click “Add New Registrant”
5. Choose the registration type, as outlined in the conference guide.
6. Select the member’s name from the dropdown list. When registering a contestant, select their contest from the list below their name, and the correct division. Select a team code, if needed.
 - a. Non-contestants may be selected from the dropdown list, or information entered manually.
7. Click “Save & Continue”
8. Verify all information is correct, or enter information into the required fields.
 - a. Name
 - b. Email address (non-school or district email for students)
 - c. Date of birth
 - d. Accompanying Adult Information (required for all student attendees, including adults)
 - e. Emergency contact information
 - f. T-shirt size. (conference shirts are provided based on this information)

ALL competitive events (regional, state, and national) require submitted (or “joined”) membership by February 1 or prior to regional registration deadline, whichever comes first.

Drop/ Cancellation/ Substitution Policy

For all events, any registration entered on the online registration system at the published deadline are considered registered and are final. Drops are not permitted after the deadline. You may make substitutions up to 1 week prior to the conference, provided they meet the eligibility requirements of the event. For competitive events, registrants may only be added after the registration deadline with the written approval of the State Director. To add additional registrants, contact Jessica Graber at jgraber@skillsusafl.org.

Required Paperwork for Attendees

All required forms can be found on the Advisor Resources page at skillsusafl.org/resources.

At each overnight event, each school must submit a signed Code of Conduct form for each registered [student](#) and [professional](#). Students under the age of 18 require a parent/ guardian signature.

Substitutions and late registrations require a Registration Liability Release Form ([English](#) and [Spanish](#) versions available). This form is automatically completed for registrants submitted through the online registration system; it is only required for submissions after the deadline. All fields must be completed.

Payment Information – Where to Send Money

Membership Dues

Checks payable to: SkillsUSA

Mail to: SkillsUSA Inc.

673 Potomac Station Drive, PMB 809

Leesburg, VA 20176

- NOTE: The national office mailing address changed in the fall of 2023. Please verify the address is correct before mailing it.
- Pay online via credit card. A link is provided on the invoice emailed to you. Contact Customer Care for additional assistance.
- **Do not send membership dues to the state office!** Checks must be mailed to the correct address so they are applied to your account correctly. The state office is unable to accept checks made out to the national office; verify the correct vendor number is used in your internal system before processing.

State and National Event Fees

(Fall Leadership Conference, State Leadership and Skills Conference, National Leadership and Skills Conference)

Check Payment Information

Checks payable to: SkillsUSA Florida

Mail to: SkillsUSA Florida

4446 Hendricks Ave, PMB 229

Jacksonville, FL 32207

NOTE: Unfortunately, we are unable to accept checks made out to SkillsUSA Inc. Please check with your bookkeeper to ensure the payment is processed properly.

Download our current W-9 on our website at skillsusaf1.org/resources.

Credit Card Payments

Make payment for any state, regional, or national event using a credit card. Please note, all credit card transactions will have a 2.5% administrative fee automatically added to the total amount before processing. To avoid this processing fee, payment may be submitted by check. If payment by check will delay the payment, please alert the state office at info@skillsusaf1.org and we will be happy to grant an extension.

- **TO PAY BY CREDIT CARD**, visit <https://square.link/u/D0gKSQZj>
- Use the same link for all regional, state, and national events. Do not use this link for membership.
- Enter your school name and invoice number to ensure payment is applied properly.
- Invoices may be combined to make one payment; please note all invoice numbers when processing.

Services for Students with Special Needs

Also available [online](#)

Please use this form to communicate needs for any conference attendee requiring special accommodations, including ADA requirements (i.e., wheelchair), dietary (i.e., dairy allergy), or otherwise (i.e., ASL interpreter, seating near electrical outlet for approved device). Our goal is to provide a positive learning experience for all participants, and will work to ensure each attendee's needs are met. Documentation is required for some contests (as outlined in the Technical Standards). Please include as much detail as possible. DO NOT send copies of an IEP, 504, or similar document to the state office. We will contact you directly if we need additional information. Please submit this form at least 2 weeks prior to any event. Accommodations may not be granted if it would present a competitive advantage for any contestant.

Name of Student

Chapter

Advisor Name

Advisor Email

Contest

Division

Type of Request: ADA Requirements Dietary/ Food Allergies Interpreter Services Other

Are there any specific conditions that we should know about? Provide as much detail as possible.

What service or accommodation is requested? Please provide as much detail as possible.

This form must be submitted two weeks prior to any event. The deadline for submission for accommodations at the State Leadership and Skills Conference is March 15, 2025. A separate form must be submitted to the national office for the national conference.

Complete online: <https://form.jotform.com/212435080058045>

Or print and mail to:

SkillsUSA Florida

4446 Hendricks Ave PMB 229

Jacksonville, FL 32207

Student Leadership Opportunities

In addition to competition, students are afforded opportunities to develop their leadership skills through various programs. See below for more information on each program.

Courtesy Corps

With over 100 competitions at the state level, a dedicated team of volunteers is required to make it all come together. Hundreds of hours go into planning the State Leadership and Skills Conference, and the Courtesy Corps Team is the boots on the ground to make sure contests are set up, materials and lunches are delivered, and that we provide the best experience possible for our members and stakeholders.

Participation in Courtesy Corps is ideal for students who are new to SkillsUSA and unsure about competing, competitors who may not have qualified at the Regional event, or any other student or a professional member looking to experience the conference from a backstage view.

Courtesy Corps is a competition at SLSC, with the top students being selected to represent Florida at the National Leadership and Skills Conference (NLSC) in Atlanta, GA in June. This is an honor as all expenses are paid, including travel, lodging, and meals. The National Courtesy Corps team is an integral part of NLSC, helping to bring to life over 100 competitions, supporting 200 business and industry partners and 6,000 competitors, and assisting with VIPs and during events like the Closing and Awards Ceremony.

There are two ways to participate:

1. Join the Leadership Team - submit your application by October 15 for a position on the Leadership Team. These students and advisors will arrive at the state conference early to begin set up, and will stay after the conference to assist with breakdown. Transportation, meals, and lodging to the State Leadership Conference are provided at no cost, and SkillsUSA Florida will register and make hotel reservations for selected Leadership Team members. Leadership Team members may not participate in the conference as competitors or models.
2. Serve as a Courtesy Corps Team Member - submit your application by March 3 and participate in SLSC25 as a Courtesy Corps Member. These students will travel and stay with their school, and pay a reduced registration fee of \$50. Some meals are provided. Courtesy Corps Team Members may not participate in the conference as competitors or models.

The 2025 Courtesy Corps Program Guide will be available online by September 1 at <https://www.skillsusafl.org/slsc/courtesy-corp/>. Applications for the Leadership Team are due by October 15, 2024. Applications for Courtesy Corps Members are due by March 3, 2025. Contact Courtesy Corps Coordinator, Jacob Hassler, at volunteer@skillsusafl.org for more information.

Glam Squad

Get the State Officer team looking their best before their onstage performances at Opening and Closing Ceremonies. Cosmetology students, including competitors and non-competitors, are invited to apply, and selected applicants will receive **complimentary conference registration**, dinner on Monday evening, and breakfast on Thursday morning. Applications will be available in the SLSC25 Conference Guide. Conference registration will be reimbursed to the school after the completion of the conference, provided the assigned duties are fulfilled. Contact Jayde Alioto at jaydea@skillsusafl.org for more information.

Social Media Ambassadors

Social Media Ambassadors are responsible for posting and monitoring content during the state conference. Selected ambassadors will participate in online training on responsible social media posting and brand standards and receive a full-access press pass for the State Leadership and Skills Conference. All students, including competitors, are invited to apply, and selected applicants will receive **complimentary conference registration**, dinner on Monday evening, and breakfast on Thursday morning. Applications will be available in the SLSC25 Conference Guide. Conference registration will be reimbursed to the school after the completion of the conference, provided the assigned duties are fulfilled. Contact Jayde Alioto at jaydea@skillsusaf1.org for more information.

State Officer Candidates

The SkillsUSA Florida State Officer team represents the state association at the local, state, and national levels for one year. The team participates in extensive training and development to prepare them for facilitating, advocating to elected officials, and serving our members at the State Leadership and Skills Conference.

Qualified applicants have a desire to promote career and technical education, are self-motivated, work well on a team, and possess excellent communication skills. Expenses for state officers to attend events are paid, providing unique opportunities for travel and experiences across the state and country.

The 2025 State Officer Program Guide will be available on September 1 on our website at <https://www.skillsusaf1.org/about/state-officers/>. Application link and instructions are included in the program guide, and applications are due by February 1, 2025.

Contact State Officer Trainer, Tyler Sahlin, at leadership@skillsusaf1.org for more information.

Fall Leadership Conference (FLC24)

October 28-29, 2024, Hilton Melbourne Rialto Place, Melbourne, FL

Registration Deadline: September 30, 2024 at 11:59 PM

Payment Deadline: October 15, 2024

→ ***Review the FLC24 Conference Guide for full schedule, registration information, and other event details.***

SkillsUSA Florida's annual Fall Leadership Conference teaches students and teachers about SkillsUSA and running a successful chapter. The conference focuses on the essential elements of Teamwork, Communication, and Planning, Organizing and Management. Our student track, Maximize, provides chapter officers and leaders training how to plan and execute an event focused on developing Framework skills. The Chapter Management Institute (CMI) provides training for advisors on how to build and grow a successful chapter, and ensure students can reap all the benefits of SkillsUSA membership.

NEW THIS YEAR: The Advisor Meeting and Planning Session (AMPS) will be held during FLC24, with an opportunity for advisors to join CMI after the meeting. All advisors are invited to attend on October 28 from 10 AM to 2 PM. **There is no cost to attend, and lunch is provided!** During this meeting, we will provide information on state and national programming for the year. Educators will meet in working groups by career cluster or program to provide guidance, feedback, and support for our competitions.

Pre-registration is required. Limited funds are available to assist with travel and/or substitute teachers; contact the state office for information. Sign up here: <https://form.jotform.com/241844803898167>

Conference Hotel and Venue

The official conference hotel is the Hilton Melbourne Rialto Place, located at 200 Rialto Place, Melbourne, FL 32901. All conference events will take place at the hotel, and participants are required to stay at the conference hotel.

Registration Cost

Registration includes one-night hotel accommodation (Monday night), all meals from lunch on Monday and through lunch on Tuesday, and all related registration fees. Per person package cost is based on room occupancy. Additional room nights are available for \$150/night.

Student Registration - Maximize

Single occupancy - \$450/person

Double occupancy - \$375/person

Triple occupancy - \$350/person

Quad Occupancy - \$325/person

Advisor Registration - CMI only (no cost for AMPS)

Workshops will begin after the conclusion of the Advisor Meeting and Planning Session.

Single occupancy: \$300

Double occupancy: \$225

NOTE: Rates above only apply to advisors attending CMI or supervising students attending Maximize.

State Leadership and Skills Conference 2025 (SLSC25)

April 28 - May 1, 2025, Jacksonville, FL

Registration Deadline: March 10, 2025 (No drops after this deadline)

Hotel Reservation Deadline: March 17, 2025

Payment Deadline: March 24, 2025

Registration Fee: \$150/person, Courtesy Corps Member Registration: \$50/person

The State Leadership and Skills Conference is held each April and brings together students from around the state to compete for a spot at the National Leadership and Skills Conference. In 2025, SLSC will be held April 28 through May 1, 2025, in Jacksonville, FL. More information regarding registration, hotel and general schedule will be released in the State Conference Guide by November 1.

Conference Hotel, Venues, and Registration Information

All schools are required to book at the conference hotel to participate in the conference. Schools are responsible for booking their own hotel rooms and making payment arrangements. Room reservations can be made online; the booking link will be posted to our website and in the SLSC25 Conference Guide.

Hotel: Hyatt Regency Jacksonville Riverfront
225 East Coastline Drive
Jacksonville, FL 32202

Room Rate: \$190/room
(up to 4 per room)

Overflow Hotel: Doubletree by Hilton Jacksonville Riverfront
1201 Riverplace Blvd.
Jacksonville, FL 32207

Room Rate: TBD

Commuter Fee: \$25 per person (flat rate for schools who do not book at the conference hotels)

Contest Venues: Hyatt Regency Jacksonville Riverfront, the Prime Osborn Convention Center, and Florida State College at Jacksonville Downtown Campus.

Registration Information

Registration is open following your regional conference, and we encourage you to register early. The registration fee is \$150 for each attendee. Courtesy Corps registration is \$50.

Registration fee includes:

- Conference pin and t-shirt
- Access to the contest floor, CareerExpo, and all other conference activities
- Transportation between conference hotels and competition venues
- Opening and Closing ceremony access
- Champions' Night social event, including dinner

Advisor-Only Events and Activities Included in Registration:

- Special reception during Champions' Night, including snacks and drinks, door prizes, and the opportunity to network with business and industry partners.
- The Framework Luncheon in appreciation of your efforts throughout the year. Join your fellow Advisors to elect Advisor-at-Large representatives on the Florida SkillsUSA Inc Board of Directors.
- The exclusive Advisor Lounge at the Hyatt AND the Prime Osborn Convention Center to grab a cup of coffee or a snack, or have a quiet place to relax while students compete.

Courtesy Corps

The [Courtesy Corps](#) team is a group of volunteers who assist with the logistics of the State Leadership and Skills Conference. They are responsible for set up and break down of contest areas, distributing materials and lunches, and a variety of other details, working behind the scenes as the backbone of the conference.

Applications for Courtesy Corps Members are due by March 3. Selected students will travel and stay with their school, and pay a reduced registration fee of \$50, which includes most meals. Courtesy Corps may not participate as competitors or models, but may run for State Office. Participation is contingent upon receipt of required forms and application. The Courtesy Corps Program Guide will be available on September 1 at <https://www.skillsusafl.org/slsc/courtesy-corp/>.

Conference Activities (Non-Competitive Events)

All activities listed below are included with the conference registration fee and do not require additional fees. Review the SLSC25 Conference Guide for more information on each activity, available November 1.

CareerExpo

The CareerExpo, presented by Construction Ready, will offer the chance for our students and advisors to meet with potential future employers and participate in hands-on demonstrations and activities with local, state and national business partners. Booths will showcase new technologies and products, and provide valuable opportunities to connect with our partners. Check it out on competition days from 9 AM to 2 PM.

Champions' Night Celebration

Our students work hard to get to the state competition, and we want to celebrate with them! Join us for music, food, fun activities, and a great chance to kick back and relax after the competition. Dinner is provided for all registered conference attendees.

Delegate Sessions and State Officer Elections

At SLSC, students can be a part of Delegate Sessions, where they conduct voting for State Officers and official business through the legislative process. Delegate counts are dependent on chapter membership.

7-12 members	1 Delegate
13-24 members	2 Delegates
25-49 members	3 Delegates
50-79 members	4 Delegates
80-200 members	5 Delegates
201+ members	1 Delegate per 100 additional members

Framework Luncheon and Advisor Business Meeting

All advisors are invited to attend a special luncheon to recognize their hard work and dedication to their students. The Annual Advisor Business Meeting will occur, with advisors electing Advisor at Large Representatives to the Florida SkillsUSA Inc Board of Directors. Lunch will be served.

Give and Grow Community Service Event

Join us for our annual community service project to give back to the Jacksonville community. Participants will receive a certificate documenting their hours.

Professional Development Opportunities for Students and Teachers

Students can participate in professional development sessions focused on preparing them for the workplace. Each session is geared toward developing an essential element of the SkillsUSA Framework. Advisors are invited to attend industry-led sessions, and workshops related to building and growing their SkillsUSA chapter. Participants will receive a certificate documenting their attendance.

Tentative Schedule

Full contest schedule will be available on or before March 1.

Monday, April 28, 2025	1 PM to 6 PM	Registration and Check In
	7 PM to 9 PM	Opening Ceremony
Tuesday, April 29, 2025	7 AM to 2 PM	Advisor Lounge
	8 AM to 4 PM	Contests
	9 AM to 2 PM	CareerExpo
	9 AM to 11 AM	Give and Grow Community Service Event
	10 AM to 2 PM	Professional Development
	2 PM to 4 PM	Meet the Candidate - State Officer Elections
	5 PM to 8 PM	Meet the Employer Career Fair
Wednesday, April 30, 2025	7 AM to 2 PM	Advisor Lounge
	8 AM to 4 PM	Contests
	9 AM to 2 PM	CareerExpo
	9 AM to 11 AM	Give and Grow Community Service Event
	10 AM to 2 PM	Professional Development
	12 PM to 2 PM	Framework Luncheon and Advisor Business Meeting
	2 PM to 4 PM	Delegate Sessions - State Officer Elections
6 PM to 10 PM	Champions Night Celebration	
Thursday, May 1, 2025	8:30 AM to 12 PM	Closing and Awards Ceremony
	Immediately Following	NLSC Delegation Meeting for Competitors and Advisors (required for anyone attending NLSC)

State Competitions at SLSC25

Contests offered at the state competition are listed below. Contests not listed here are not offered at the state competition. Refer to the 2024-2025 Contest Guide for more details & information related to competitions, which will be available on September 1.

- Review the 2025 SkillsUSA Florida Competition List:
<https://www.skillsusafl.org/wp-content/uploads/2024/08/2025-Contest-List.pdf>
- Review the contest Technical Standards, available by August 15 with Professional membership.
- Review the 2024-2025 State General Regulations:
<https://www.skillsusafl.org/wp-content/uploads/2024/08/State-General-Regulations-2024-2025.pdf>

3-D Visualization & Animation	Culinary Arts	Medical Math
Action Skills	Culinary Quiz Bowl	Medical Terminology
Additive Manufacturing	Customer Service	Mobile Robotics Technology
Advertising Design	Cyber Security	MRE Challenge
American Spirit	Dental Assisting	Nail Care
Architectural Drafting	Diesel Equipment Technology	Nurse Assisting
Audio/Radio Production	Digital Cinema Production	Occupational Health & Safety
Automated Manufacturing Technology	Early Childhood Education	Opening & Closing Ceremonies
Auto Maintenance & Light Repair	Electrical Construction Wiring	Photography
Automotive Refinishing Technology	Electronics Technology	Pin Design
Automotive Service Technology	Emergency Medical Technician	Plumbing
Baking & Pastry Arts	Employment Application Process	Practical Nursing
Barbering	Engineering Technology & Design	Prepared Speech
Basic Health Care Skills	Entrepreneurship	Principles of Engineering Technology
Cabinetmaking	Esthetics	Promotional Bulletin Board
Career Pathways	Extemporaneous Speaking	Promotional Poster
Carpentry	Facilithon	Quiz Bowl
Chapter Business Procedure	Firefighting	Related Technical Math
Chapter Display	First Aid-CPR	Residential & Commercial Appliance
CNC 2-Axis Turning Programmer	Graphic Imaging Sublimation	Restaurant Service
CNC 3-Axis Milling Programmer	Hair Weave	Robotics & Automation Technology
CNC 5-Axis Milling Programmer	Health Knowledge Bowl	Robotics: Urban Search & Rescue
CNC Programmer	HVAC/R	Team Engineering Challenge
Collision Damage Appraisal	Industrial Motor Control	TeamWorks
Collision Repair Technology	Information Technology Services	Technical Computer Applications
Commercial Roofing	Interactive App & Video Game	Technical Drafting
Commercial sUAS Drones	Internet of Things & Smart Home	Telecommunications Cabling
Community Action Project	Internetworking	Television (Video) Production
Community Service	Job Interview	T-Shirt Design
Computer Programming	Job Skill Demonstration A	Video News Production
Cosmetology	Job Skill Demonstration Open	Web Design & Development
Cosmetology Quiz Bowl	Marine Service Technology	Wedding Cake Design
Crime Scene Investigation	Masonry	Welding
Criminal Justice	Mechatronics	Welding Fabrication
	Medical Assisting	Welding Sculpture

National Leadership and Skills Conference (NLSC)

June 23-27, 2025, Atlanta, GA

Registration and Hotel Reservation Deadline: May 12, 2025

Payment Deadline: May 23, 2025

For more information: NLSC.skillsusa.org

The annual National Leadership and Skills Conference (NLSC) is scheduled for June 23-27, 2025, in Atlanta, GA. A general schedule is provided on the following page. Contests will be held at the Georgia World Congress Center, and Opening and Closing Ceremonies will take place at the State Farm Arena.

Gold medalists from each competition are invited to participate in the SkillsUSA Championships at the National Leadership and Skills Conference. This delegation will represent Florida against 49 other states, plus Washington DC, Puerto Rico, and the US Virgin Islands. Additional opportunities for leadership development, community service, and connections to business and industry round out the schedule for the week, providing a memorable and life-changing experience for our students and advisors.

Schools should plan to arrive in Atlanta at the hotel by 4 PM on Monday, June 23, 2025. Please plan travel accordingly. Registration and packet pickup will be from 4 PM to 6 PM on Monday, June 23, and a mandatory state delegation meeting and dinner will be held beginning at 6 PM. All registered students and teachers are required to attend to receive registration materials and receive important updates. Any changes to the contest schedule and conference updates will be announced during this meeting.

The SkillsUSA Florida delegation hotel will be announced soon. Schools must stay at the designated conference hotel and register with the state delegation to participate. Registration opens at the close of SLSC25 and is due by May 12, 2025. Additional information will be published in the NLSC25 Conference Guide, available March 1.

Estimated Package Costs

These prices are tentative, for budgeting purposes only. Final package prices will be available in the NLSC25 Conference Guide. Schools are responsible for booking their own travel and transfers.

There are two options available:

- 5-night package, which includes check in on Monday, June 23 and check out on Saturday, June 28
- 6-night package, which includes check in on Sunday, June 22 and check out on Saturday, June 28
- Contact the state office for accommodations outside of these dates.

ROOM OCCUPANCY	5-NIGHT PACKAGE	6-NIGHT PACKAGE
Single	\$1,695	\$1,945
Double	\$1,085	\$1,213
Triple	\$895	\$985
Quad	\$795	\$865

Registration Package Includes:

- Conference registration, including access to all conference events
- Hotel accommodations, including all taxes and fees (parking is an additional fee)
- NLSC lapel pin and SkillsUSA Florida lapel pins for trading
- SkillsUSA Florida spirit items, shirt, and other SWAG
- Florida Welcome Dinner on Monday evening and Celebration Dinner on Friday evening

Tentative Schedule

<i>Monday, June 23, 2025</i>	1 PM to 6 PM	SkillsUSA Store Grand Opening
	4 PM to 6 PM	State Registration, <i>Hyatt Regency Atlanta</i>
	6 PM to 8 PM	State Meeting and Welcome Dinner, <i>Hyatt Regency Atlanta</i>
<i>Tuesday, June 24, 2025</i>	7:30 AM to 5 PM	SkillsUSA Store Open, <i>Georgia World Congress Center (GWCC)</i>
	8 AM to 4 PM	SkillsUSA Championships Orientations, <i>GWCC</i>
	9:30 AM to 4:30 PM	SkillsUSA University and Academy of Excellence sessions, <i>GWCC</i>
	9:30 AM to 5:30 PM	TECHSPO, <i>GWCC</i>
	7 PM to 9 PM	Opening Ceremony, <i>State Farm Arena</i>
<i>Wednesday, June 25, 2025</i>	7:30 AM to 5 PM	SkillsUSA Store Open, <i>GWCC</i>
	8 AM to 5 PM	SkillsUSA Championships, <i>GWCC</i>
	8 AM to 5:30 PM	TECHSPO, <i>GWCC</i>
	9:30 AM to 4:30 PM	SkillsUSA University and Academy of Excellence sessions, <i>GWCC</i>
	1:30 PM to 3:30 PM	Annual Meeting of SkillsUSA Inc., <i>GWCC</i>
	6 PM to 9:30 PM	Champions Festival, <i>Centennial Olympic Park</i>
<i>Thursday, June 26, 2025</i>	7:30 AM to 5 PM	SkillsUSA Store Open, <i>GWCC</i>
	8 AM to 5 PM	SkillsUSA Championships, <i>GWCC</i>
	8 AM to 5:30 PM	TECHSPO, <i>GWCC</i>
	9:30 AM to 4:30 PM	SkillsUSA University and Academy of Excellence sessions, <i>GWCC</i>
<i>Friday, June 27, 2025</i>	8 AM to 12 PM	Contest Debriefs, <i>GWCC</i>
	9 AM to 12 PM	Community Service project, <i>GWCC</i>
	5 PM to 9 PM	Closing/Awards Ceremony, <i>State Farm Arena</i>
	9 PM to 10:30 PM	State Celebration Dinner, <i>Hyatt Regency Atlanta</i>
<i>Saturday, June 28, 2025</i>	Travel home	

State and National Annual Themes

State theme:

SkillsUSA Florida: Fueling the Future

The SkillsUSA Florida state theme is selected each year by the new state officer team to reflect our state, our organization, and our goals for SkillsUSA Florida members. The theme is used for the annual Branding Design contest. Members are tasked with creating a cohesive design package that illustrates the state theme. Voting takes place during the Fall Leadership Conference in October, and is conducted in person and online. The selected designer will be recognized at the opening ceremony of SLSC25. The deadline to submit is October 15, 2024. Review the contest rules, requirements, and submission instructions, as well as previous winning designs on our website: <https://skillsusafl.org/membership/branding-contest/>.

National theme:

SkillsUSA: Ignite Your Potential

Each year, a new SkillsUSA annual theme is unveiled at the conclusion of our National Leadership & Skills Conference (NLSC), which is designed to inspire our SkillsUSA chapters during the school year as students develop the Personal, Workplace and Technical Skills of our SkillsUSA Framework.

The SkillsUSA competition theme for the 2024-25 school year is: ***SkillsUSA: Ignite Your Potential***

“Potential” is something we all share, yet something that is uniquely shaped for each one of us. It’s both a journey and a destination, something that can’t be received without first being earned. It’s a reservoir of combustible fuel ready to be ignited by an intentional spark.

SkillsUSA was built to be that spark. It’s the flashpoint of personal and professional success, where opportunity and determination meet confidence and clarity, lighting clear paths toward fulfilling, courageous futures. As our theme for the 2024-2025 school year, “SkillsUSA: Ignite Your Potential” inspires members to discover their unique talents and ambitions through the powerful tools and motivating community of SkillsUSA. It also celebrates those who stoke the fires of SkillsUSA success: caring advisors, supportive peers, dedicated partners and others who ensure that sparks don’t fade but ignite a promising future.

When you ignite your potential through SkillsUSA, you’re lighting more than your own path. You’re illuminating the path of others on their journey toward becoming skilled professionals, career-ready leaders and responsible community members. Through SkillsUSA, we ignite our potential, and light up our futures.

The National theme will be addressed by competitors in the 2025 SkillsUSA Chapter Display, Prepared Speech and Promotional Bulletin Board competitions. Within this topic, competitors might illustrate or discuss any of the following:

1. The theme “SkillsUSA: Ignite Your Potential” implies that SkillsUSA student members can achieve great things when they are motivated and inspired. Name three ways that SkillsUSA helps you gain greater confidence to ignite your potential and achieve your goals.
2. How has SkillsUSA helped you answer the question, “What career field interests me the most?”
3. If you created a member recruitment campaign around the theme “SkillsUSA: Ignite Your Potential,” what would be three key points?
4. How does learning and practicing the SkillsUSA Framework Essential Elements give you confidence in your skill set? Name two Essential Elements that can help ignite your potential.
5. What does the theme “SkillsUSA: Ignite Your Potential” mean to you?

Download theme artwork and resources here: <https://brandfolder.com/portals/skillsusa>

Dress Code and Official Attire

The following guidelines have been developed to clarify the dress code used at all SkillsUSA Florida conferences and events (regardless of locations). **School or district dress code must also be followed at all times during any SkillsUSA event.**

Casual Attire

Slacks, jeans, cords, skirts, blouses, sports shirts, shorts, and SkillsUSA T-shirts and sweatshirts. No gang-related, vulgar, or inappropriate graphics, language or accessories allowed. Shorts and skirts should be an appropriate length. All clothing must be in good repair and proper size. Undergarments may not show outside of over garments.

Business Attire

Dress (professional business), dress slacks (no jeans), skirt (knee-length or just above the knee), blazer, dress blouse, polo, or collared shirt, socks or nylons, dress shoes (professional business, no tennis shoes or flip-flop sandals). A dress suit or a SkillsUSA blazer/ windbreaker/ Carhartt jacket is always appropriate. Nylons are recommended when wearing a skirt or dress.

Official SkillsUSA Attire*

Black dress slacks or knee-length skirt, white collarless blouse or button down collared shirt with solid black tie (no t-shirts), black or nude nylons or black socks, solid black dress shoes (closed toe and heel, no more than 3" heel). Official SkillsUSA red blazer, black Carhartt, or red windbreaker. Nylons are no longer required with official attire.

Official Contest Attire*

Contest Attire varies by contest. The specifics are outlined in the Technical Standards for each contest. Clothing items may be purchased online at www.skillsusastore.org. Please be sure to allow sufficient time for shipping prior to competitions.

***NOTE:** Specific exceptions to Official Attire and Official Contest Attire for *STATE EVENTS* can be found in the [State General Regulations](#). Check with your Regional Coordinator for regional exceptions. National events will follow attire standards as outlined in the Technical Standards.

Activities, such as jogging, working out, or tennis warrant appropriate recreational attire for that activity, as permitted by each school or district. Swimming and water activities are not permitted by SkillsUSA Florida.

At any time during the conference while on-site (including hotels), casual or business attire is expected.

Quick Links and Resources

Customer Care Team: For questions regarding membership, to receive coaching and ideas about starting, building, and growing your chapter.

- 1-844-875-4557, customercare@skillsusa.org, or chat at register.skillsusa.org

Advisor Resources: Any publications and resources for the benefit of advisors, including conference guides, meeting recordings and powerpoints, important forms and documents, important links, and more.

- skillsusafl.org/resources

Registration: Submit membership registration and event registration.

- register.skillsusa.org

Membership Kit 2024-2025: Membership Benefits guide, quick start guide for registration website, posters, and other recruitment and membership resources.

- <https://www.skillsusa.org/membership-resources/membership-kit/>

Total Participation Plan (TPP) Information: Affiliation membership for middle school and high school. Includes educational resource credit.

- <https://www.skillsusa.org/membership-resources/total-participation-plan/>

College Campus Affiliation Plan Information: Affiliation membership for college/ postsecondary chapters

- <https://www.skillsusa.org/membership-resources/colleges/>

Technical Standards: Rules and regulations for competitions. Available with Professional membership.

- absorb.skillsusa.org

Code of Conduct Forms: Required for all registered attendees at all events.

- Student: <https://www.skillsusafl.org/wp-content/uploads/2023/08/Student-CoC.pdf>
- Advisor: <https://www.skillsusafl.org/wp-content/uploads/2023/08/Advisor-CoC.pdf>

State Officer Application: Available by September 1. Applications due by February 1. Elections during state conference (April 28-May 1).

- skillsusafl.org/about/state-officers

Courtesy Corps Application: Program Guide available September 1. Leadership Team applications due by October 15. Courtesy Corps Member applications due by March 3.

- skillsusafl.org/state-conference/courtesy-corp/

Scorecards and Medalists (State and National contests, select Regional events): Available 1-2 weeks post-event. Contestant number and date of birth are required to access scorecards.

- scores.skillsusa.org

SkillsUSA Brand Portal: state and national logos, local chapter logo generator, templates for letterhead, business cards, powerpoints, and more.

- brandfolder.com/portals/skillsusa

SkillsUSA Champions Magazine: SkillsUSA's digital publication with stories of past and current champions, business and industry partners, and unique perspectives on the skilled trades.

- skillsusachampions.org

Additional SkillsUSA resources, award applications, forms, and information available at skillsusa.org and skillsusafl.org

Membership Cards

 <p>SKILLSUSA FLORIDA MEMBER 2024-2025</p> <p>Name: _____ School: _____ Program: _____</p>	 <p>SKILLSUSA FLORIDA MEMBER 2024-2025</p> <p>Name: _____ School: _____ Program: _____</p>
 <p>SKILLSUSA FLORIDA MEMBER 2024-2025</p> <p>Name: _____ School: _____ Program: _____</p>	 <p>SKILLSUSA FLORIDA MEMBER 2024-2025</p> <p>Name: _____ School: _____ Program: _____</p>
 <p>SKILLSUSA FLORIDA MEMBER 2024-2025</p> <p>Name: _____ School: _____ Program: _____</p>	 <p>SKILLSUSA FLORIDA MEMBER 2024-2025</p> <p>Name: _____ School: _____ Program: _____</p>
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