

SkillsUSA Vermont
2021 Virtual National Leadership and Skills Conference
Fact and Information Sheet

- **National Registration dates for NLSC:**
Opens Monday, April 12, 9 a.m. ET
Closes Friday, May 14, 10 p.m. ET
- **Vermont Registration Dates for NLSC**
 - **Opens on Friday, April 16, 9:00 a.m. ET**
 - **Closes on Monday, May 10, 10:00 p.m. ET**

SkillsUSA Vermont 2021 NLSC Information Meeting on Zoom

- **Wednesday, April 28, 6:30 to 7:30 p.m. (Please note new date!)**
- **All gold medalists, voting delegates, state officers, advisors and at least one parent/guardian MUST attend.**
- **Please use this Zoom link:**
<https://us02web.zoom.us/j/82716381508?pwd=RHRQWHF0K21BWi9kaG14U2M1UU80QT09>

2021 NLSC registration fees:

- **Paid participants: \$95**
- Registration is done through the National SkillsUSA website here:
- www.skillsusa-register.org

Note: ALL registration payments for NLSC are due to national headquarters by June 1.

Important changes for 2021 NLSC:

Details on these changes can be found throughout this guide.

- **A valid and unique email is required for every individual contestant and participant.**
- Delegates must register in the conference registration system.
- Esthetics and Nail Care contestants are permitted to use manikins in place of live models for NLSC 2021 due to the Covid-19 pandemic.
- Volunteers do not register online. Refer your volunteers to Darren Gibson.
- **State Directors** will need to complete a short acknowledgement form to verify eligibility of contestants, voting delegates, national office candidates and that SkillsUSA Championship's safety requirements have been met. This replaces the acknowledgement previously made in the onsite appointment request form.
- **Most NLSC competitions will be held virtually during the week of June 14th.**
- For a few competitions that may be assignments, document submissions starting earlier in the month starting as early as June 1st.
- Resume submission will be due **June 7th**. Uploaded into the Championships Hub.
- Online written test schedules will be posted soon. Most online test will be held prior to June 14.
- Contest Update Page Contest Updates - SkillsUSA.org Advisors should check this site periodically. National contest information and updates will posted on this page.

Member Verification, SkillsUSA Championships and General Information

All participants *must register on the SkillsUSA online registration website* at www.skillsusa-register.org for NLSC. **ONLY** state SkillsUSA director or individual school administrators, chapter advisors and teachers may register participants. Students and their parents **should not** be registering themselves on the website.

Verify contestants, voting delegates and national officer candidates qualify for NLSC.

- The State Director will verify that contestants, voting delegates and national officer candidates for your state were registered and paid SkillsUSA members as of March 1.
- Every contestant registered has been certified by their instructor/advisor that he/she has received industry accepted safety instruction and the specific safety training as required in the SkillsUSA Championships Technical Standards for their competitive event.

SkillsUSA Championships Contests

Contact Darren Gibson with questions related to this section.

- Refer to the official [**SkillsUSA Championships Technical Standards and**](#) the SkillsUSA Championships Updates (www.skillsusa.org/competitions/skillsusa-championships/contest-updates/) for specific requirements for contestants and organization of contests.
- Refer to the Official Contests document (contest list with codes) for contest names and abbreviations as well as the number of competitors allowed in each contest. You must register and pay for the total number of team members required in a team contest. An exception to compete under the team requirement is granted only in the case of an emergency, when one team member has to drop out within five (5) days of the competition. No exception is granted if a team member drops out and a substitute must be registered to complete the team or the team will be penalized, and this is at the discretion of the SkillsUSA Championships director.

Advisor Registration Instructions for 2021 Virtual NLSC

Volunteers: The following groups should contact Darren Gibson at dgibson@skillsus.org to volunteer for conference.

- Alumni.
- SkillsUSA Championships Management Team.
- Conference Management Team.
- Courtesy Corps.
- Judges.
- National Education Team.
- National Contest Technical Committee Members.

Paid NLSC Participants: Register contestants or anyone attending NLSC at www.skillsusa-register.org/Login.aspx. Use your advisor login and password to enter site. *Do not provide students or parents with website log-on information, as they should not be entering information.* Only the advisor, school personnel or state director should be registering participants.

Registrant Types:

- **Contestant:** All students competing in a contest. This includes interview contestants for American Spirit, Chapter Display, Promotional Bulletin Board, Occupational Health and Safety, and Outstanding Chapter. *Esthetics and Nail Care contestants are permitted to use manikins in place of live models due to the Covid-19 pandemic for NLSC 2021.*
- **Advisor:** Teachers of participating students.
- **Observer:** Students who are back-ups to competitors, state officers, or any other attendee who will be attending the virtual conference.
- **Models of Excellence:** Registrants who have achieved the highest honor of the Chapter Excellence Program and will be interviewing as Models of Excellence during NLSC. These chapters were notified that they qualified for this honor by the national Office of Education. Only participants that have been contacted by the national headquarters should register with this type.

Register for Conference:

Log on to: www.skillsusa-register.org/Login.aspx. To register; click the Conference tab > My Registrations > click button Add New Registrant. Select registrant type> member name from drop-down menu> select contest if contestant>click button Save & Continue>complete registration form for each participant. Watch help video on top far-right side or contact our Customer Care Team for assistance by chat, email, or phone.

- The system will only accept conference registration for contestants if your school's membership invoices are paid and students were registered as members by the March 1 national deadline.
- Names added to the registration site are considered registered for NLSC. Be sure to provide:
 - A valid and unique email for each individual contestant.
 - A home address for each contestant. Prizes and other materials will be mailed to student's home.
 - Identify if a participant meets the criteria specified in the Americans with Disabilities Act.
 - Emergency contact information.

Registrants from a Previous Conference:

If registering from a prior conference, use the Look Up Previous Registration button at the bottom of the screen and click the register button next to the name. NOTE: This feature will only work if all membership invoices are paid for your school.

- **Conference Liability and Release Form:** Once the name is registered; click the FORM button that is displayed to the left of the name and ensure all fields are completed. It is critical to provide **accurate birth dates and a valid and unique email for contestants**. We recommend you print the Conference Registration Form and have the participant verify the information is accurate.
- **A blank Liability Form** can be printed ahead of time and given to the participant or parents to fill out. Click the tab Conference > Blank > Conference Liability & Release Form. The form should then be returned to the advisor or designated school person to enter the data on our website as mentioned above.
- **Advisor Attestation:** Ensure that the Attestation Advisor Acceptance box on the bottom of each participants conference registration record is checked and electronically signed.
- **Home Addresses:** You must provide a home address for contestants, delegates and s officer candidates. Contest awards and corporate gifts are mailed to contestant home addresses. Delegates and officer candidates may receive mailings due to the virtual environment.

- **Drop and Refund Policy:** Schools are responsible for paying for all registrants that cancel after the registration deadline. Drops made after the deadline are not eligible for a refund/credit.

Frequently Asked Questions

How can I print a report of my NLSC registration? Click [Conference](#) > [Registration Summary](#). You may also select the following reports from the Conference tab> [Fee Summary](#), [Fees Per Program](#) or [Fee Details](#).

Where do we send our money? Money collected for all registration fees should be sent to the state SkillsUSA director. The national headquarters collects conference fees from the state association office.

Why can't I view all my school's participant records? To view and update all records of your school participant(s), you must own them (you created the record). If you are responsible for registering everyone and are unable to access, contact our Customer Care Team at 844-875-4557 to change your user access.

Why can't I get the record to save? Required information may be missing: Look for alerts in red typed script. Example: Birth date **Date of birth must be entered as: MM/DD/YYYY (with a 4-digit year)**.

Why can't I enter my participant in a contest? To enter a contest, you must select the registration type Contestant, then select the contest.

How do I correct a student's mis-spelled name when the system will not allow me to change? A contestant name must match the spelling in the membership record. Only national staff can correct the spelling of a member name. To request a correction, click the link above the Participants name; [Click here to request a spelling correction for Contestants](#) in the conference registration record.

What is the Submit button? This button is only used if your state is using the online system for invoicing. Your registration is complete upon adding the names to the conference registration website. To be sure, you can always click submit even if your state is not using the online invoicing. If you do not see an invoice created online after you submit, contact your state association as they most likely are using a different invoicing method.

Who do I call regarding my state delegation cost and deadline? These calls should be directed to your state SkillsUSA director. For contact information, please view paperwork provided to you by your state director or go to: www.skillsusa.org/about/state-directors/

Who do I call for registration support? Contact the SkillsUSA Customer Care Team at customercare@skillsusa.org or 844-875-4557 or by chat on the SkillsUSA conference registration website.