



»» Plan Now for SkillsUSA Week!

It's not too early to begin planning your chapter activities for SkillsUSA Week, which will be celebrated Feb. 5-9, 2024, across SkillsUSA schools nationwide. Each day of the week is represented by suggested activities, including Recognition Day, Give-Back Day, Partner Day, Advocacy Day and SkillsUSA Day to wrap up the week. For all the details, [visit the SkillsUSA Week webpage](#); a SkillsUSA Week chapter guide will be posted there soon.



»» Holiday Schedule for SkillsUSA

SkillsUSA Headquarters is closed for winter break from Monday, Dec. 18, through Monday, Jan. 1. The Career Essentials and Educational Resources stores will also be closed during this time. Please place all orders for educational resources prior to 5 p.m. ET on Dec. 15 to ensure shipment in December. **Any orders placed after 5 p.m. ET on Dec. 15 will ship out the week of Jan. 2.** If you have any questions or need assistance, contact SkillsUSA's Customer Care Team at 844-875-4557 or customercare@skillsusa.org.

»» New Mailing Address for SkillsUSA

As of Jan 2, 2024, SkillsUSA has a new official address for all correspondence, payments and other mailings. Please update your accounting records effective immediately for any invoice payments, correspondence or other mail coming to SkillsUSA via USPS, FedEx or UPS and be sure to pass this information to your accounting office or the bookkeeper who pays your school invoices. Our new address is:

**SkillsUSA
673 Potomac Station Dr.
PMB #809
Leesburg, VA 20176**

To accelerate the processing of membership payments, we recommend utilizing the electronic payment form, which accepts both credit card and e-check transactions. You can access the link for these payments

directly from each invoice you receive. Please reach out to SkillsUSA's Customer Care Team at 844-875-4557 or customercare@skillsusa.org if you need help or have further questions.

»» SkillsUSA Scholarships Open Jan. 2!

SkillsUSA students have exclusive opportunities for several valuable college/postsecondary scholarships available through our generous industry partners. Beginning Jan. 2, registered SkillsUSA members anticipating tuition expenses for the Fall 2024 academic term (or the term immediately following high school graduation) can apply for these scholarships. Visit the [scholarships page](#) now to preview scholarship opportunities and award amounts. For questions, contact [Megan Flinn](#).

»» Nominate Honorary Life and Outstanding CTE Educators

If you would like to nominate someone for recognition by SkillsUSA as an Honorary Life Member or Outstanding Career and Technical Educator, please [complete the online applications](#). Be sure to notify those you nominate and provide all of the information that is requested. The deadline is **Feb. 14**. If you have questions, contact [Laura Rauch](#).

»» Get Recognized for Your Successful Chapter

If your SkillsUSA chapter is having a productive year, be sure to complete the Chapter Excellence Program (CEP) Quality Chapter application and receive the recognition your chapter has earned! Document as your members elect officers, hold regular chapter meetings, plan a Program of Work (PoW) and engage in the SkillsUSA Framework to grow personal and professional skills. The online CEP application is located right on the SkillsUSA membership registration site. Log into your school account, then follow these [directions for accessing the application](#). See the "[Build a Successful SkillsUSA Chapter Teacher's Guide 2.0](#)" guide for how to complete the application, engage students in the process and infuse the SkillsUSA Framework into chapter activities.

If you need assistance with your CEP application, contact the SkillsUSA Customer Care by calling 844-875-4557 or utilize one-on-one coaching with CEP and PoW coach, Kelli Engelbrecht. [Schedule a 30-minute Zoom coaching call here](#). During the session, learn how to integrate the SkillsUSA Framework, articulate SMART goals and select and evaluate Framework Essential Elements in the CEP application.

»» SkillsUSA Career Essentials Technical Assessments

After **Dec. 15**, ONLY the following SkillsUSA Career Essentials Technical Assessments are available:

- Career Ready
- Customer Service
- Digital File Preparation/Digital File Output*
- Digital Production Printing*
- Graphic Design*
- Introduction to Graphic Communications*
- Offset Press Operations/Binding & Finishing*
- Screen Printing*

* *Print [ED] assessments*

Through Dec. 15, advisors can order any of the [39 currently offered assessments](#) and SkillsUSA will honor these for one year from the date of purchase. After the assessments are disabled on Dec. 15, teachers and students will still have access to performance data, certificates and transcripts. No refunds for purchases can be made. For assistance contact the [Customer Care Team](#) at 844-875-4557.

»» Free Career Essentials for Potential National Officers

SkillsUSA state officers or other students planning to apply as national officer candidates are granted complimentary access to the SkillsUSA Career Essentials [advanced curriculum](#) or [adult learner curriculum](#). Successful completion of the course culminates in the industry-validated [SkillsUSA Career Essentials Credential](#). Students applying to run for national office who wish to take the course should complete this [course registration form](#) by Jan. 10, 2024. The course begins Jan. 12 and runs through May 17. Students have access to the course 24/7 and all coursework takes place outside of school hours. [See the course syllabus and general course implementation schedule](#). The time commitment is about 21.5 hours in total. For questions, contact [Megan Flinn](#).

»» Highlight Skills Jam in the Chapter and Classroom

Lights, camera, action! Skills Jam is one of the [best shows on YouTube](#), featuring the competition journeys of SkillsUSA students and their advisors — and even a trip to Hollywood for some of the students! The Skills Jam team has released new materials to facilitate a classroom showing or special screening of the show. In this [Skills Jam Resources folder](#), there is a flyer and discussion guide. Screen the episodes and then discuss with students what they viewed and their takeaways. This is a great end of semester activity when you need a ready-to-go lesson plan. You'll enjoy watching SkillsUSA shine in this incredible new docu-series!



»» Advisors: Print Membership Cards within SkillsUSA Registration System

An important SkillsUSA registration site feature is the option for advisors to print student or professional membership cards at any time, providing each member with proof of registration. You can opt to print one card per page or multiple cards on a single page using the batch print option. These can be presented to members at a chapter meeting or passed out when dues are collected. The card printing option is available when advisors log into the [membership registration website](#).

»» Help SkillsUSA Tell Your Stories More Effectively

SkillsUSA's Office of Marketing and Communications is currently evaluating our SkillsUSA Champions Magazine digital hub and how we both write and share the success stories of our members. If you could take just a few minutes to [fill out this anonymous survey](#), it would go a long way in helping us determine the most effective ways to move forward as we work to raise awareness of the life-changing effect the organization has on so many lives!