

SkillsUSA Utah Leadership & Skills Competition

Grievance Form

Any action taken must be based upon based upon specific violation of rules, regulations, or apparent error in scores. Remember that the decision of the judges is final. This Grievance Form must be submitted within three business days of the Utah Leadership and Skills Competition, or the grievance will not be considered.

Contest: _____ Date: _____

Contestant Name: _____ Advisor: _____

Advisor Email: _____ Advisor Phone #: _____

School/Institution Name: _____

Action Requested: _____

Detailed Description/Documentation of Grievance: (Describe below and/or attach any supporting documentation)

Required Signatures:

Contestant: _____ Date: _____

Advisor: _____ Date: _____

Principal/Supervisor: _____ Date: _____

RETURN COMPLETED GRIEVANCE FORM TO:

Richard Wittwer, State Director
SkillsUSA Utah
4318 West 1275 South
Cedar City, UT 84720
skillsusa.utahstatedirector@gmail.com

SKILLSUSA UTAH BOARD OF DIRECTORS' ACTION APPROVAL/DECLINE

GRIEVANCE ACKNOWLEDGED? YES NO

ACTION APPROVED? YES NO

COMMENTS: _____

SkillsUSA UTAH Grievance Policy and Procedure
(revised 3-1-18)

1. If a contestant or an advisor believes that a violation of rules, regulations, or error in scoring has occurred during any state conference event, the contestant must file an official grievance to have the matter reviewed by the SkillsUSA Utah Board of Directors.
2. It is preferred that grievances be submitted in writing before 12:00 noon on the final day of the state conference to enable a timely evaluation by the Board of Directors. All Grievance submissions must be submitted within 3 working days of the conclusion of the state conference event.
3. Download the "Grievance Form" from the state website (www.utahskillsusa.org), located under the "Conferences and Events" button on the home page.
4. Only grievances based on a specific violation of rules, regulations, technical standards, or an apparent error in scores will be considered. Remember, the decision of the judges is final.
5. When an error in scoring is clearly documented, the real winner (highest documented score) will receive the appropriate state medal. If it is a gold medal, he/she will represent the state at the National SkillsUSA Leadership and Skills Conference. The previously declared winner will retain his/her medal and industry prize(s). When possible, duplicate value industry prizes will be awarded to the correct medalist.
6. The SkillsUSA Utah Board of Directors rules on all grievances. After receiving a properly completed and signed Grievance form the Board will interview appropriate individuals and gather all necessary documentation to come to a reasonable decision. A response will be provided after a proper investigation is concluded. The decision of the Board is final.
7. Under no circumstances are student contestants or their advisor(s) allowed to contact a judge with a grievance. The decision of the judges is final.
8. The contestant scores / contest results will be provided in a "generic" format, which means that scores recorded by specific judges will not be available for review by contestants or their advisor(s).
9. No personal identification or contact information for judges will be provided to contestants or their advisor(s).
10. Most grievances are directly related to a perceived violation of the technical standards for a specific contest, and usually involve the perceived misconduct of one or more advisors. It is critical that all contestants and advisors read, understand, and follow all contest rules/technical standards. Ignorance of the contest procedures is not an excuse for contestant or advisor misconduct.