

March 2024

SkillsUSA Utah National Leadership and Skills Conference information document.

We know this is long but there is a lot of information that we need to give you. Please read in its entirety, there will be future updates provided as needed. Please check the SkillsUSA Utah website NLSC page at least weekly.

**ITEM #1 - OFFICIAL INVITATION TO ATTEND THE 2024 SkillsUSA NATIONAL LEADERSHIP AND SKILLS CONFERENCE, ATLANTA, GEORGIA, JUNE 24-28, 2024.**

Those individuals invited to attend the SkillsUSA National Conference:

- SkillsUSA Utah Leadership and Skills Conference 1st Place/Gold Medalists
- National Conference Student Delegates
  - Members of the 2024-2025 SkillsUSA Utah State Officer Team
- Advisors, Parents, Spouses, Family Members & Observers
- School District and State Administrators
- SkillsUSA Utah Board Members
- Business and Industry Partners
- State Staff Members

All inquiries concerning registration, housing, and travel must be directed to Jennifer Streker at [strekerj@gmail.com](mailto:strekerj@gmail.com) or 801-540-4342 OR Savannah Whitney at [savannahwhitney1017@gmail.com](mailto:savannahwhitney1017@gmail.com) 385-212-4727. Email is preferred for documentation purposes.

**ITEM #2 – NATIONAL CONFERENCE COSTS:**

The 2024 national conference costs, including national conference registration, and state conference fees which are listed below. You will make your own hotel and plane reservations. Directions to follow.

2024 SkillsUSA Utah National Conference Costs			
National Conf Reg Fee	Utah Conference Fee	Total Cost for participant	Total for all Secondary (HS) contestants only (\$ 300 Deduction)
\$ 195	\$ 90	\$ 285	- \$ 15

**(This means that once the state receives their grant money from USBE, if there are any credits to your account, the state will reimburse you for that amount.)**

The total cost for first place Secondary High School Contestants includes a \$300.00 deduction per contestant that will be reimbursed to the SkillsUSA Utah organization from the USBE National Travel Scholarship, CTE funds. This CTE money deduction applies to secondary high school students 1st place gold medalists only. This “Deduction” is listed as one of the “optional” state fees during the registration process. This item must be checked during the national conference registration process to receive this deduction / credit on the school invoice.

**SkillsUSA NATIONAL LEADERSHIP & SKILLS CONFERENCE COST BREAKDOWN:**

National Conference Registration Fee \$ 195.00— This SkillsUSA National Conference Registration fee pays for name badges, lanyard, conference document printing costs, conference activities, entrance fees for the opening session and awards session, conference transportation, facility/venue rental costs, contest materials and other SkillsUSA national conference related expense.

Utah National Conference Fee \$ 90—These fees cover SkillsUSA Utah expenses, Friday night buffet dinner, (5) trading pins, national conference related printing and postage costs, national conference related shipping costs, required national conference insurance coverage, tool/equipment transportation to and from Atlanta and other SkillsUSA Utah national conference related expenses.

**OPTIONAL:** Swag Bag – This year we will offer an optional Swag Bag for \$ 15. This bag will include t-shirt, pins and bag. (If you want the Swag Bag you need to choose this item when registering).

Room Cost: - \$ 256.34 (this includes tax and hotel fee) per night. That includes taxes. This rate is the same for single, double, triple, and quad rooms. Each school will go on through Passkey and reserve what you need.

All reservations need to be made via the passkey system. I am attaching a short video that will help you understand how to make a reservation for your room. <https://bit.ly/NLS22CHotelvideo>

Here is some information you should know. First, it is important to have all your information gathered before you begin the registration process. Name of students, advisors, and parents (if needed), what type of room they will need and who they will be rooming with. Second, it is important to use a desktop instead of a mobile if you are booking more than one room. Third, the booking contact should be the advisor's information that will be going. Please do not use a personal address, use the school address.

Once you have gathered that information you will be able to access the passkey landing page from the National Registration page. When you click on conference and my registration and then go to Hotel Reservation. If you have any information, please contact Jennifer Streker at 801-540-4342 or call or email Housing at [skillsUSANLSC@HPNGlobal.com](mailto:skillsUSANLSC@HPNGlobal.com) or 480-998-9770.

Air Travel — You will make your own travel arrangements for your group. Here are some resources to help you with that.

- You will fly into Hartsfield-Jackson Atlanta Airport
- Book through State Travel. Send email to [statetravel@utah.gov](mailto:statetravel@utah.gov) – let them know dates of travel, where you are going to and from and how many people.
  - Please make sure you have students' first and last names as it shows on ID cards and their birthdate. You will need this to get reservations.
  - Once an agent is assigned to you finds appropriate travel, they will contact you for passenger information. They will be booking the school as a group, so you need to have it all together at once.
  - You will give them a credit card at that time to pay for the travel.
  - Christopherson Travel charges between \$ 24 - \$ 27 per ticket as their fee.
  - Tickets will be non-refundable, but you should be able to replace the flyer if needed.
  - If you have questions, you can contact them at 800-368-3230
- You can buy tickets on your own. Delta Airlines and United Airlines are offering discounts.
  - Delta Airlines Discounts for NLSC Attendees Delta Air Lines is offering special discounts for NLSC attendees. Go to [bit.ly/nlsc-delta24](http://bit.ly/nlsc-delta24) to book your flights. You may also call Delta Meeting Network at 1-800-328-1111\* Monday– Friday, 7 a.m. to 5:30 p.m. (Central time) and refer to Meeting Event Code NM3AA. \*There is no service fee for reservations booked and ticketed via the reservation 800 number.
  - United Airlines Discounts for NLSC Attendees United Airlines is offering special discounts for NLSC attendees. Go to [bit.ly/nlscunited24](http://bit.ly/nlscunited24) to book your flights. You may also call the United Meetings Reservation Desk at (800) 426-1122\* Monday–Friday, 7:00 a.m. – 9:00 p.m. (Central time) and Saturday– Sunday, 7:00 am – 5:00 pm (Central time) and refer to discount code ZNZX278890. \*Booking fees are waived for NLSC reservations

Ground Transportation to the Hotel- you will be responsible for getting your school from the airport to the hotel and back again. There will be no buses.

- Ground transportation at domestic terminal starts at the west end of the domestic terminal and offers shuttle bus services; taxi, limo and sedan services; transportation to the rental car center; and MARTA.
- Marta's web site for more information- <https://itsmarta.com/>
- The Marta runs from 4:45 am to 1:00 am on weekdays and 6:00 am to 1:00 am on weekends.
- The Marta is \$ 2.50 per single ride.
- Marta - Get on the Gold line and get off at Doraville Station. It is about an 8-minute walk to the hotel.

Meals -SkillsUSA-Utah will provide a buffet dinner on Friday night for all "paid" national conference registrants. All other meal expenses will be the responsibility of each individual participant. There may not be refrigerators or microwave ovens in the hotel rooms.

### **ITEM #3 - CONFERENCE REGISTRATION, DOCUMENT SUBMISSION AND PAYMENT DEADLINES:**

National conference registration must be completed on the national website by Friday, April 26, 2024. National conference payments must be received by the state director by Friday, May 3, 2024. Special note: If a student contestant cannot attend the national conference, please notify the state director as soon as possible, but no later than Friday, April 26, 2024, this allows time to invite the 2nd place contestant to compete at the national conference.

**ITEM #4 - CONFERENCE REGISTRATION PROCEDURE: This is a multi-step process. Only school advisors/administrators can register participants for the national conference. Contact the national customer care team for assistance with the online conference registration process. 844-875-4557 or [customercare@skillsusa.org](mailto:customercare@skillsusa.org)**

1. Download the revised copy of the National Conference Registration Form from the state website NLSC page or from the national website. Each student, advisor, or observer must complete all the information on the form, including the signatures and dates. School advisors must verify that all information on the registration form is correct, including gender, T-shirt size, and a unique (preferably personal) email address. Advisors must use the appropriate registration forms to complete the national conference registration for every participant on the national website at [skillsusa.org](http://skillsusa.org). By National SkillsUSA Board action, a national conference registration is required for all students and advisors attending the National Conference. If family members and/or friends desire to attend the conference, they have the option of registering as national conference "observers", which requires the payment of both the national conference registration fees and the Utah conference activity fees.
2. The national conference registration is very similar to the state conference registration procedure. You must verify that all conference registration information is correct, complete the national conference registration process for all participants from your school, making sure to indicate all applicable fees. (National and state conference fees, \$300 deduction for high school contestants) Be sure to indicate any special needs or dietary restrictions for each participant.
3. Each school advisor must keep the original signed copies of the national conference registration forms.
4. At the conclusion of the national conference registration process, an invoice will be generated. Make immediate arrangements to pay the total amount shown on the invoice. All SkillsUSA Utah NLSC registration fees must be **paid in full by Friday, May 3, 2024**. Failure to pay the conference registration fees by this deadline may result in the cancellation of the schools' national conference registration.
5. Options for payment of the national conference registration fees:  
**Payment Option 1 (preferred):** (Pay by check) Print three copies of the invoice. One copy should stay in the school advisor files. One copy will stay with your school/institution/LEA finance office. The third copy must be included with a check made payable to SkillsUSA Utah for the total amount shown on the

invoice. Make the check payable to SkillsUSA Utah, and mail the check and a copy of the invoice to: SkillsUSA Utah Attn: Jennifer Streker – 4997 W 4750 S, West Haven, UT 84401

**Payment Option 2:** If less than \$ 5000.00 (Pay by credit card through QuickBooks) A conference registration invoice will be sent via email to the advisor through QuickBooks. Use your school credit card to pay online. If you don't get an invoice, please call, or email Jennifer Streker, and she will email the invoice to you. 801-540-4342 or strekerj@gmail.com

6. Contact information: Our only source of contact information for students, advisors, and administrators is the SkillsUSA national registration information. If your information is not complete and accurate, specifically phone numbers and email addresses, there is a very high probability that you will miss out on valuable information that comes through the state director or from the national office to the individual students and/or advisors.
7. SkillsUSA Utah mailing address: Mail all paper documents to: SkillsUSA Utah, Attn: Jennifer Streker – 4997 W 4750 S., West Haven, UT 8440.

Students and participants are NOT considered “registered” for the national conference until the on-line registration process has been completed on the national website, all documents received by Jennifer Streker on or before the required deadline, and full payment has been received and verified by the state director on or before the required deadline.

#### **ITEM #5 – NATIONAL CONFERENCE HOTEL**

All Utah students and advisors are required to stay at the assigned conference hotel. This year we are staying at the Omni Atlanta Hotel, 190 Marietta St NW Atlanta, GA 30303. All registered participant hotel rooms must be reserved through the passkey portal by the school advisor. This includes contestants, advisors, and administrators. Family, friends, and special guests have the option of staying elsewhere, but students must stay at this hotel under the direct supervision of a school or district advisor. Absolutely no other hotel room lists or requests will be accepted. This hotel is located in the very center of Atlanta and is connected to the Georgia World Conference Center, (GWCC), which is the site of our national conference. All conference activities are within walking distance from our hotel. No buses!

#### **ITEM #6 – NATIONAL CONFERENCE AIR TRAVEL**

Schools are required to make their own travel reservations. See above for more information. All participants must arrive no later than 9 pm, Monday, June 24, 2024 and depart no sooner than the morning of Saturday, June 29, 2024. As you are booking your flight, please be aware that a few of the contests start at 7:00 am on Tuesday morning and most pre-contest meetings will be held on Tuesday! There is limited parking at the hotel, and the parking fee is about \$40 per day. by the MARTA mass transit system is a good option to get from airport to hotel. The MARTA system stops operation at 1:00 am. All participants are required to check in at the Utah hotel headquarters/hospitality room to obtain the conference materials.

#### **ITEM #7 – 2024 NLSC CONTESTANT INSTRUCTIONS:**

All contestants and advisors must carefully study and understand the rules and regulations that pertain to your contest as shown in the 2024 SkillsUSA Championships Technical Standards. The 2024 Technical Standards are available on the national website for advisors that have paid their professional membership dues.

The Technical Standards include contest rules, clothing requirements, and the proper tools needed for every national competition. **In addition, each contestant must review the General Regulations and Clothing Requirements.**

All national contest updates (the latest information provided by each national contest Technical Committee) are posted on the national website: [skillsusa.org](http://skillsusa.org). To find the national conference updates, go to the national website, hover over “competitions” and select “SkillsUSA Championships” from the drop-down box. Click on “Contest Updates” in the menu box to the left. Scroll down to find the appropriate contest update.

All **contestants and advisors** must check the national website for the latest contest update information at least weekly. If any additional information is sent to the State Director, it will be distributed to the appropriate

contestants and advisors using the contact information provided on the national conference registration document.

### **ITEM #8 – HEAVY TOOLS AND EQUIPMENT**

There will be a truck and trailer provided to transport heavy tools and equipment that cannot be taken on the plane. The tool drop-off dates, and time schedules will be provided soon. Every school/individual with items on the trailer will be required to provide a signed copy of the Trailer Liability Release Form when they drop off the tools/equipment. The **Trailer Liability Release Form** is available on the state website NLSC page. As soon as we know the dates and times for pick-up, we will get that information out to you.

### **ITEM #9 – RESUME’**

Student resumes seem to create big issues every year. Contestants, you are **required** to bring at least one paper copy of your resume to the conference. You must take it with you to the pre-contest orientation meeting. The national contest technical judge will ask for this resume’ at the beginning of the pre-contest meeting. Failure to submit the resume’ will result in a deduction from the total contestant score. I strongly suggest that every student have access to an electronic copy of a resume, such as a saved copy of the resume’ in your personal email account.

### **ITEM #10 – Models and Assistants (from the Tech Standards General Regulations)**

“Nail Care and Esthetics models and assistants in Action Skills, Principles of Engineering Technology, and Job Skill Demonstration A and Open must be active SkillsUSA student members. Models and assistants are not required to be from the same school as the competitor. They are not considered contestants and are not required to attend contestant orientation meetings. Since models and assistants are not involved in the written test and are not considered contestants, they are also not eligible to receive medals. They will, however, receive a participation certificate or other form of recognition.”

### **ITEM #11– 2024 SKILLSUSA NLSC “BASIC” SCHEDULE**

Here is a very basic schedule for the week we are in Atlanta. A detailed schedule is listed on the SkillsUSA NLSC 2024 app, available now for download.

Monday	June 24	Travel Day, orientation, hotel check-in.
Tuesday	June 25	Pre-contest meetings, some competitions will begin opening General Session.
Wednesday	June 26	Preliminary leadership contests, some skills contests, Recognition General Session
Thursday (evening)	June 27	Skilled contests, Leadership contest finals, Activities in the Olympic Park
Friday	June 28	National conference service project (for those that sign up in advance), Closing General Session / Awards Program
Saturday	June 29	Travel home

### **ITEM #12 – ATTENDANCE AND VIEWING THE AWARDS PROGRAM ON FRIDAY NIGHT**

The official name badge is your ticket to enter the three general sessions. Special pass options will be available for purchase by family members, friends and observers that do not pay the national conference registration fee. **Yes, we have had spouses, observers and family members travel all the way to the national conference, only to watch the live-stream broadcast in a hotel room.**

### **ITEM #13 – FINAL NOTES**

PLEASE NOTE: All registrations must be completed on-line, and all paper/electronic documents must be delivered to by Friday, April 26, 2024. National conference payments must be received by Friday, May 3, 2024. If you miss either deadline, I have to assume that you are not going, and your conference registration may be cancelled.

ALL PAYMENTS MUST BE MADE THROUGH THE SCHOOL OR INSTITUTION. NO PERSONAL CHECKS WILL BE ACCEPTED.

**ALL NATIONAL CONFERENCE PAYMENTS AND PAPER DOCUMENTS MUST BE SENT TO:**

SkillsUSA Utah  
Attn: Jennifer Streker  
4997 W 4750 S  
West Haven, UT 84401  
Email: [strekerj@gmail.com](mailto:strekerj@gmail.com)

There will be additional information and updates posted on the NLSC page of our state website as they are received from the national SkillsUSA organization.

We are going to Atlanta for one purpose: To provide the best SkillsUSA Utah students in this great state an opportunity to test their skills at the highest level of national competition. We expect every student to prepare and perform at their maximum ability, and to avoid all distractions. We expect every advisor and guest to support the students in this effort. We will graciously accept the results, whatever they are. We expect nothing more. We demand nothing less!