

Please read every sentence of the following message very carefully. The eligibility and success of your students at the state conference depends on your full cooperation with the following guidelines.

1. Wow! What a crazy year. I hope you are all safe and healthy. As we continue our path towards our totally virtual state conference, there are numerous procedural changes for our state conference this year. We will conduct each contest in such a way that allows every eligible student contestant an equal opportunity for success in a fair and equitable competition. The Technical Committees are preparing for quality competitions in a virtual environment. It goes without saying that these are challenging times, so your patience is appreciated.
2. **State conference registration is closed.** Only drops and qualified substitutions are allowed at this point. No additional state conference registrations will be allowed.
3. **Membership registration is closed.** While the national organization will still accept membership registrations and membership dues payments, students registered after March 1, 2021 are not eligible to compete at the state and national competition events.
4. **Contestant qualification:** Only students that are properly registered and paid members of SkillsUSA AND properly registered and paid state conference contestants will be allowed to compete. If one member of a “team” event cannot compete and there is not a properly registered member substitute, the whole team will likely be disqualified.
5. **Substitute Policy: All substitutes must be properly registered student members of SkillsUSA from the same school chapter before March 1, 2021.** To activate a substitute contestant, email the assistant to the state director, Savannah Costello at [savannahwhitney1017@gmail.com](mailto:savannahwhitney1017@gmail.com) and provide the following information:
  - A. First and Last Name, School, and Contest of the Contestant being Dropped
  - B. First and Last Name, School and Contest of the Contestant being used as a substitute.
6. **SkillsUSA Utah Leadership and Skills Conference Participation Agreement:** Every SkillsUSA Utah Leadership and Skills Conference participant is required to download, read, sign, date and submit a completed SkillsUSA Utah Leadership and Skills Conference Participation Agreement to the drop box file, as instructed on the state website. Student contestants under the age of 18 are required to obtain a parent/guardian signature and date on this document. Participants that fail to submit a properly signed and dated Participation Agreement will be disqualified from participation in the state conference events.
7. **SkillsUSA Utah COVID-19 Waiver:** Every SkillsUSA Utah Leadership and Skills Conference participant is required to download, read, sign, date and submit a completed SkillsUSA Utah COVID-19 Waiver to the drop box file, as instructed on the state website. Student contestants under the age of 18 are required to obtain a parent/guardian signature and date on this document. Participants that fail to submit a properly signed and dated COVID-19 Waiver will be disqualified from participation in the state conference events.
8. **SkillsUSA Fair Play Pledge:** Every SkillsUSA Utah Leadership and Skills Conference participant is required to download, read, sign, date and submit a completed SkillsUSA Utah Fair Play Pledge to the drop box file, as instructed on the state website. There is a specific pledge for each participant category: Students, Advisor and Contest Proctor. Participants that fail to submit a properly signed and dated Fair Play Pledge will be disqualified from participation in the state conference events.
9. **Resume’ Requirement: ALL** contestants are required to submit/upload a professionally formatted resume to the SkillsUSA Utah LMS system, as instructed on the state website. Failure to submit a resume’ or if the resume’ does not have a “professional appearance”, will result in a 10-point deduction. This deduction will apply to every member of a team event that fails to submit an acceptable resume’. Upload details will be provided soon.
10. **SkillsUSA Professional Development Program / SkillsUSA Knowledge Test:** All student contestants are required to take this test as part of their state competition experience. Failure to take the test will result in a 10-point deduction. This deduction will apply to every member of a team event that fails to submit an acceptable resume’. Instructions and a study guide will be posted on the ULSC page of our state website.
11. Contests will be held at the individual schools. School advisors/administrators are responsible to ensure full compliance with all current pandemic policies and procedures, as identified in the COVID-19 Waiver document.

12. The Technical Committee members and judges from each contest will determine the exact contest requirements that may include but are not limited to: Contestants may be viewed and recorded via one or more webcams controlled by a contest proctor. Contestants may be required to submit an electronic portfolio or other contest documentation. Contestants may be required to submit a pre-recorded video file. Contestant may be required to complete an on-line exam, why being proctored by the designated contest proctor. Additional contest procedures may be used depending on the judge's preferences.
13. Each host school advisor is responsible to identify and recruit one or more "proctors" to provide oversight of the local competitions and assist the contest judges as needed. It is preferred that these proctors be local business/industry professionals, possibly from your program advisory committee.
14. In keeping with national SkillsUSA policy and Utah State Board of Education directives, student contestants must demonstrate "skill proficiency" and score at or above the contest cut score on the official contest score card to earn a state conference medal. If the final score is high enough, as determined by the contest judges, a gold medal will be awarded, and the student or team of students will represent the State of Utah at the 2021 Virtual SkillsUSA National Leadership and Skills Conference.
15. **2021 "General" State Conference Regulations document:** All advisors and contestants must review this document prior to competing at the state conference event. These regulations closely mirror the national championship policies, procedures and regulations. A thorough understanding of these procedures will better prepare all Utah contestants for success at the state and national levels.
16. **Contest Status Sheet (This is where you will find the contest dates and times.)** This information is posted on the ULSC page of our state website. This information is subject to frequent changes, so check it often.
17. **Contest Update Information (This is where you will find the latest contest information from the contest judges.)** This information is posted on the ULSC page of our state website. This information is subject to frequent changes, so check it often.
18. **Technical Standards:** The Contest Technical Standards are your best resource for what to expect for each contest. Advisors can access the 2021 Technical Standards on the national website with a paid professional membership.
19. **SkillsUSA LMS:** To manage our state conference in a virtual environment, the national organization has provided an on-line Learning Management System (LMS) like the Canvas LMS system. If you are familiar with Canvas, the SkillsUSA LMS should be reasonably simple to use. The national organization will provide LMS help resources for advisors and students that encounter problems. The help contact information can be found on the ULSC page of our state website.
20. **Tie-Breaker Procedure:** In the event of a tie, the contest Technical Committee/Judges will choose 1-2 of the contest stations / requirements to break the tie. The student that scores higher on these stations will be declared the winner. The judges have been directed to share which stations will be used as tiebreakers with all contestants prior to the start of the contest.
21. **Delegates:** Any student who is an officially registered member may represent the school chapter as a delegate and attend the virtual delegate session. The date, time and login information will be provided soon.
22. **2021-2022 Officer Team Candidates:** Advisors, please encourage interested students to run for a position on our state officer team. We need energetic young people to lead our student organization. Officer team candidates must be active, registered members of SkillsUSA to serve on this team. Any students interested in running for the 2021-2022 Student Officer team need to fill out and submit the online application, found on our state website, attend the virtual Officer Candidate Orientation/Interview (time, date and login information to be announced soon.) Accepted officer applicants will provide a campaign presentation during the virtual delegate session. Officers team members will be elected by student delegates and announced at the awards session of the state conference. Newly elected officers must login to a virtual orientation session with the officer team advisors. The date and time of this orientation session will be provided soon.
23. **Official Contest Clothing Policy for 2021:** The clothing requirements for the virtual state competition have changed. We will follow the same clothing policy as the national organization, which is: "Official SkillsUSA Competition Clothing recommended but NOT required. Contestant clothing options include the following: 1-Official Competition Clothing. 2-Trade Appropriate Clothing. 3-Professional Dress. 4-Business Casual. 5-Clothing must meet industry safety standards. 6-No identification of the contestant, school or state is allowed on clothing. 7-No offensive, vulgar or inappropriate images or text are allowed on contestants clothing. 8-No shorts or sleeveless shirts are allowed. 9-Skirts must be at least knee-length. 10-Proper Personal Protective Equipment (PPE) must be worn by contestant to meet all state, local and school requirements due to COVID-19. 11-Scoring deductions may only be given and/or disqualification of contestant if clothing safety standards are not met"

24. **Payment Deadline – Friday, March 12, 2021 is the Payment Deadline for the 2021 ULSC.** Mail the check and a copy of the conference registration invoice to:  
SkillsUSA Utah  
Attn: Richard Wittwer  
4318 West 1275 South  
Cedar City, UT 84720
25. **FOR BILLING QUESTIONS OR TO PAY VIA CREDIT CARD:**  
Contact Jennifer Streker - (801)540-4342 - strekerj@gmail.com  
SPECIAL NOTE: There is a 3% Fee if you choose to pay your invoice via Credit Card
26. **Drops/No Refund Deadline - Friday, March 12, 2021** is the final Drop/No Refund Deadline. Schools will not be issued a refund for any dropped contestants after this date.
27. **Food service during competitions:**
28. Students must provide their own food during all competitive events. School programs may provide food if the meals are individually pre-boxed and distributed following current pandemic guidelines, and only with the authorization of the school administration.
29. **Membership & Conference Fees:** All student *membership fees* must be paid to the *SkillsUSA National Office before March 1<sup>st</sup>, 2021* to avoid a possible contest disqualification. All state conference contestant registration fees must be paid prior to participation at the state conference to avoid a possible contest disqualification.
30. **Models:** Models are not required to register as a state conference participant. Nail Care and Esthetics models and assistants in Action Skills, Principles of Technology, and Job Skill Demonstrations 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 not eligible to receive medals. A certificate of participation will be provided upon request.

Finally, may I express gratitude to all our SkillsUSA student members and advisors. As a career CTE educator who has taught live and hybrid classes since last spring, I know the challenges and frustrations we have all experienced this past year. I am amazed at the number of students and advisors that have excelled in their skill and career development programs, despite these challenges. In addition, you have chosen to actively participate in our SkillsUSA activities. I am confident you will be rewarded for your dedication and service. Together we will make this a state conference and year to remember.

Best wishes,

Richard Wittwer  
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435-590-8386