



REGISTRATION GUIDE

2023 FALL CONFERENCE

[SKILLSUSAIOWA.ORG/FLSC](https://skillsusaiowa.org/flsc)

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SkillsUSA Iowa
PO Box 481
Ankeny, IA 50021



October 23-24, 2023 | Des Moines Y Camp

DETAILS

- **Registration Cost:** \$80 per attendee
 - Includes
 - Conference registration and materials
 - Overnight lodging (shared single-gender cabin)
 - October 23 dinner and October 24 breakfast
 - SkillsUSA long-sleeve t-shirt
- **Venue Information:** Des Moines Y Camp
 - Address: 1192 166th Drive, Boone, IA 50036
 - Directions: [View Here](#)
- **Deadlines:**
 - September 1, 2023 - Registration Opens
 - October 12, 2023 - Registration Closes (5 PM)
 - October 23, 2023- Payment Deadline
- **Membership:** Members must be registered in [SkillsUSA Register](#) but dues payment is not required

<p>Monday, October 23</p> <ul style="list-style-type: none"> • 12:30PM - Registration • 1:00PM - Opening Ceremony • 1:30PM - Workshops • 4:00PM - Break/Room Check In • 5:00PM - Dinner • 6:00PM - Workshops • 9:00PM - Lip Sync Battle 	<p>Tuesday, October 24</p> <ul style="list-style-type: none"> • 7:30AM - Breakfast & General Session • 8:00AM - Workshops • 10:00AM - Chapter Excellence Program & Local Chapter Planning • 12:00PM - Closing & Awards Ceremony
<p>Students</p> <p>Chapter members and leaders, including chapter officer teams are encouraged to attend. The focus of the conference is to prepare students to work with their chapter to plan events and work-based learning experiences that focus on elements of the SkillsUSA Framework. Students will be divided into small groups, or "Conference Chapters," and they will work together in committees to plan and execute a lip-sync for the annual Battle of the Chapters!</p>	<p>Advisors</p> <p>While students are learning their role in chapter operations, advisors will work with SkillsUSA facilitator to develop a toolbox of resource to use in their chapter and classroom. Advisors will also participate in an interactive session to help plan to build and sustain comprehensive SkillsUSA chapters, including officer elections, Program of Work, and the Chapter Excellence Program (CEP).</p>

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Conference Attire & Packing List

- Monday, October 23 - jeans or pants with a school, SkillsUSA, or red/black shirt
- Tuesday, October 23 - jeans or pants with new conference t-shirt (provided)
- Twin bed sheet, pillow(s), and blanket(s)
- Towel, toiletries and medications
- Cash for on site snacks or incidentals
- Clothes including an appropriate jacket

Please note late October weather is variable. Pay close attention to your email in the days prior to the conference in case conference attire has been modified.

2023 SkillsUSA Iowa FLSC Registration Form

The below one page 4 includes all the required fields an advisor would need to collect in order to complete online registration in SkillsUSA Register. Make copies of this form to be completed by students/parents/guardians and then key the information in to SkillsUSA Register. This form is not a replacement to completing online registration (see Registration Instructions below).

Registration Instructions

1. Login to your account at register.skillsusa.org.
2. Click on 'Conference' and select 'My Registrations'.
3. Make sure that the correct event is selected: Fall Leadership and Skills Conference.
4. In the top left corner of the screen, click on 'Add Registrant'.
5. Select the registration type. Students should be registered as 'Student'. Advisors & Adults should be registered as 'Advisor'.
6. Enter the registrant's name or select the member from the drop-down list.
7. Click on 'Save & Continue'.
8. Enter registration information including: name, phone number, date of birth, email, shirt size, and accommodations and dietary restrictions, if appropriate.
9. After all information is entered, click the attestation at the bottom of the page.
10. Click 'Save Registration'. This will return you to the list of all the conference registrations for your school. Here you can add additional registrants until all are entered.
11. Once you have entered all participants, click 'Submit Registration'.
12. Review the email address validation. It's important that each participant has a unique, working email address.
13. Select one invoice for the entire school. Then click 'Submit Entire School'. You can also preview fees at the bottom of the screen.
14. The system will generate an invoice in a pop-up window and one will also be emailed to you.

Questions about navigating the registration site? Contact the Customer Care Team at 844-875-4557 or by using the chat feature at register.skillsusa.org.

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2023 SkillsUSA Iowa FLSC Registration Form

Full Name	
Gender	<input type="radio"/> Male <input type="radio"/> Female <input type="radio"/> No Selection
Date of Birth	___/___/____
School Grade	<input type="radio"/> 6 <input type="radio"/> 7 <input type="radio"/> 8 <input type="radio"/> 9 <input type="radio"/> 10 <input type="radio"/> 11 <input type="radio"/> 12 <input type="radio"/> PS
Shirt Size	<input type="radio"/> S <input type="radio"/> M <input type="radio"/> L <input type="radio"/> XL <input type="radio"/> 2XL <input type="radio"/> 3XL <input type="radio"/> 4XL <input type="radio"/> 5XL
Member On-Site Phone Number	
Emergency Contact Name <small>Individual listed must be available 24/7 Oct. 23-24</small>	
Emergency Contact Phone	
Dietary Restrictions	
Accommodations <small>Allergy, health, etc.</small>	

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Registration Costs & Details

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- Date & Time: October 23 1:00PM - October 24 12:00PM

Statement of Financial Commitment and Understanding

I understand that by completing this form and providing it to my local SkillsUSA chapter that I am committing the above student member to attending this event and will ensure that all appropriate registration and related fees are paid to the school. I also understand the required items the above student member is responsible for bringing along with appropriate attire.