



**BDPA HSCC Student Competition Registration Forms**  
**Information Technology THOUGHT LEADERS – From the Classroom to the Boardroom**

**Instructions:**

This document contains the forms to be signed by the parent(s)/guardian(s) and student. One set of forms must be completed for each student on the team, (or traveling to participate in the Youth Technology Conference (YTC)). This document contains the student profile, dress code, behavior information, penalty information, and medical information.

**To the Parent(s)/Guardian(s):**

Please review all pages of this document with your child and sign where indicated. On the Student profile page, be sure to PRINT clearly; be sure to make a copy of your student's medical card, and student id. **All forms should be returned to your Coordinator in time for them to meet their deadline.**

**By quickly getting all required information back to your Coordinator, you can aid in your child's team in getting bonus points in the competition.**

**If the deadline is missed, this could disqualify the team from participating in the competition.**

**What to send:**

- 1 – Student Profile
- 2 – Lunch/Dietary Form
- 3 – Statement of Waiver of Liability
- 4 – Medical Form
- 5 – Copy of Medical Card – copy must be readable
- 6 – Emergency Contact Information
- 7 – Copy of Student ID, license, or School Transcript – copy must be readable
- 8 – Signature Page



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Student Checklist – the following documents **MUST** be included and returned to your Coordinator:

- Student Profile
- Lunch/Dietary Form
- Statement of Waiver of Liability
- Medical Form
- Copy of Medical Card - copy must be readable
- Emergency Contact Information
- Copy of Student ID, License, or School Transcript – copy must be readable
- Signature Page
- Publication Waiver (separate document)

HSCC



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**STUDENT PROFILE**

(Please print clearly)

Chapter \_\_\_\_\_

**Student Information**

Name (first and last) \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Area code & Phone \_\_\_\_\_

E-mail Address \_\_\_\_\_

High School \_\_\_\_\_

Gender Male [ ] Female [ ] Age \_\_\_\_\_ Grade \_\_\_\_\_

If Senior (12<sup>th</sup> grade)

HS Graduation date: \_\_\_\_\_

College \_\_\_\_\_

College Major \_\_\_\_\_

**Parent/Guardian Name (first and last) --- PLEASE PRINT!**

First \_\_\_\_\_ Last \_\_\_\_\_

(If additional parent/guardian)

First \_\_\_\_\_ Last \_\_\_\_\_

### LUNCH / DIETARY NEEDS

The information you provide on this form will be used to assist us in ordering food for meals while at the conference.

Please select one of the following:

- No Special Dietary needs
- Vegetarian
- Vegan
- Diabetic
- Other – Please explain:

**If you do not select an option, the default will be No special Dietary needs.**

Please select what type of box lunch (usually a sandwich or wrap) you would prefer for Wednesday during the programming portion of the competition.

- Chicken
- Turkey
- Ham
- Roast Beef
- Vegetables



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**STATEMENT OF WAIVER OF LIABILITY**

During **July 24, 2017** through **July 29, 2017 in Cincinnati, OH**, the National BDPA Information Technology THOUGHT LEADERS, 9500 Arena Drive, Suite 350, Largo, MD 20774, will sponsor and conduct its Student Information Technology Education and Scholarship (S.I.T.E.S.) Program's High School Computer Competition (hereinafter S.I.T.E.S. Event).

Child/Guardianship, \_\_\_\_\_ is a registered participant for  
the S.I.T.E.S. Event.  
*(Student's name)*

I/We, \_\_\_\_\_ the parent(s)/guardian(s) of  
*(Parent/guardian name)*

\_\_\_\_\_ (hereinafter "Participant"), do hereby give my/our  
*(Child's name)*

permission and approval for my [our] son/daughter/guardianship to participate in the S.I.T.E.S. Event. I/We do hereby jointly or severally, for myself, my heirs, executors, and administrators, waive, release, absolve, indemnify and agree to hold harmless any and all adults who supervise/coach/chaperone this activity, other participants, and any of the above named parties' representatives, successors, supervisors, sponsors, and/or organizers, for any injury of any kind that Participant sustains while traveling to, attending, and participating in the aforementioned S.I.T.E.S. Event, provided that said injuries are not the result of gross or willful negligence.

I/We likewise release from liability any person(s), bus company, or other transportation service, transporting my child/guardianship, in a privately owned and/or leased vehicle, to and from any activity connected with the above S.I.T.E.S. Event, with the exception of gross negligence due either fully, or in part, to mechanical failure and/or operator error.

I/We waive our right to bring suit whether the injury be accidental or intentional in nature, whether the injury is immediately discovered or discovered at some future time, and regardless of the identity of the party inflicting injury.

I/We also agree that I/We are legally responsible for all/any personal actions taken by my child/guardianship during the S.I.T.E.S. Event, and agree to be financially responsible for any/all damages, legal fees, and other costs incurred as a result of the actions/behavior of my child/guardianship. Furthermore I/We agree that if the above named Participant's behavior is



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inappropriate, unsafe and/or detrimental to the group, I/We will be contacted immediately to secure means of removing my child/guardianship from the S.I.T.E.S. Event premises and activities. I understand that any financial cost incurred as a result of my child/guardianship being sent home is my [our] responsibility.

I/We understand that I/we are responsible for all extra costs incurred by my child/guardianship.

I/We have read and understand the above provisions. I/We agree to the above provisions voluntarily, intelligently, willingly and intentionally. I/We understand that we cannot withdraw this waiver without the consent of the National BDPA Information Technology THOUGHT LEADERS in writing, signed by the President and Secretary of the National BDPA Information Technology THOUGHT LEADERS.

Signed,

\_\_\_\_\_

Print Name (Legal Guardian)

\_\_\_\_\_

Signature (Legal Guardian)

\_\_\_\_\_

Date

\_\_\_\_\_

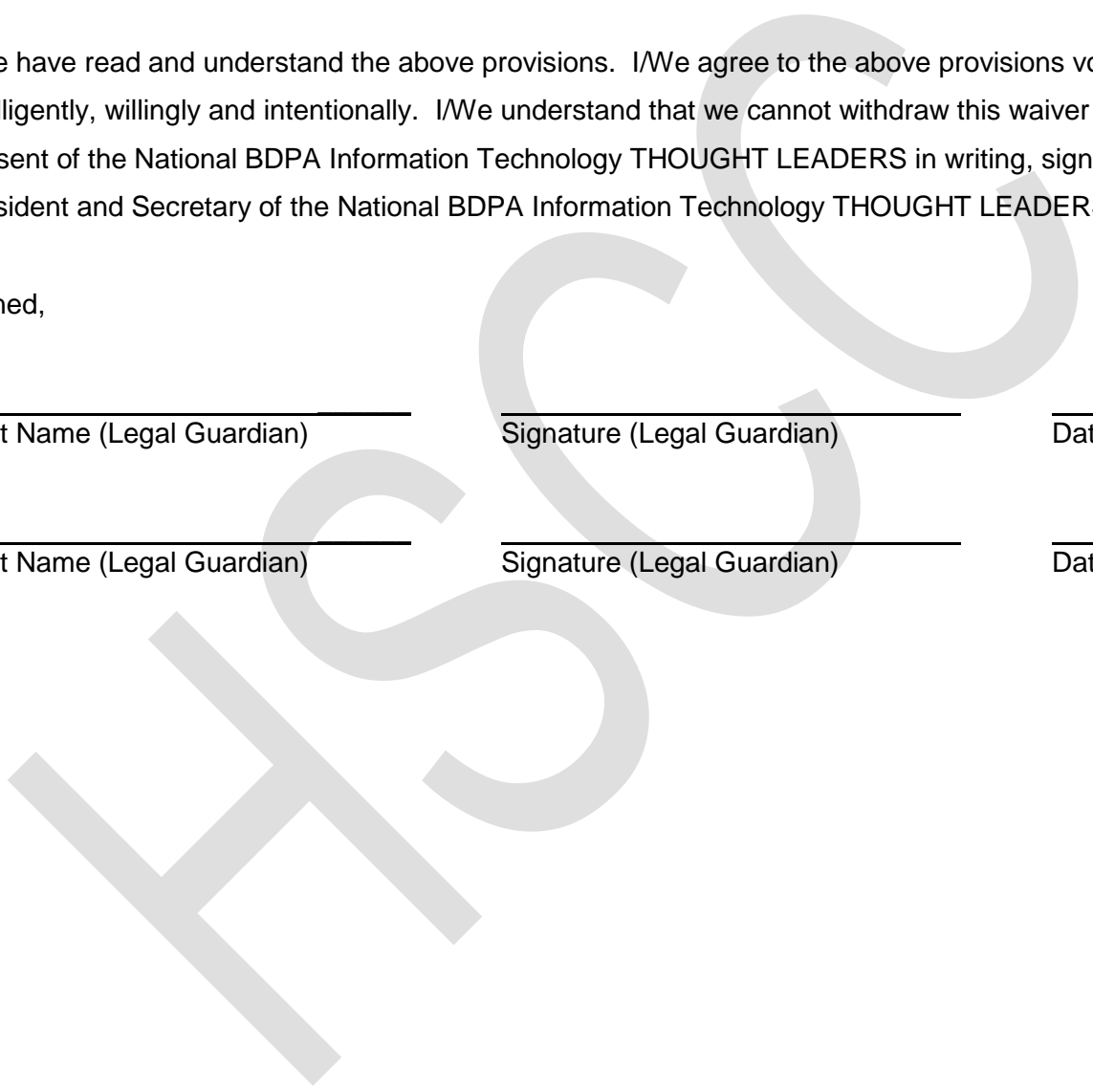
Print Name (Legal Guardian)

\_\_\_\_\_

Signature (Legal Guardian)

\_\_\_\_\_

Date





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**STUDENT HEALTH HISTORY FORM – CONFIDENTIAL**

This health history is to be completed and signed by parents/legal guardians of students participating.

Student Name:	Phone:
Address:	City/State/Zip:
Parent/Guardian Name:	Phone:
Work Phone:	Cell Phone:
Physician Name:	Physician Phone:
Insurance Company:	Health Card Number:
<b>Required: Photocopy of health card</b>	

<b>Allergies (check all those that apply and specify nature of allergic reaction)</b>		
<input type="checkbox"/> Animals	<input type="checkbox"/> Plants	<input type="checkbox"/> Insect Stings
<input type="checkbox"/> Pollen(s)	<input type="checkbox"/> Hay fever	<input type="checkbox"/> Other (specify)
<input type="checkbox"/> Medicines/drugs	<input type="checkbox"/> Food(s)	

<b>Other health conditions or special needs (check all those that apply)</b>			
<input type="checkbox"/> Asthma	<input type="checkbox"/> Diabetes	<input type="checkbox"/> Hypoglycemia	<input type="checkbox"/> Seizures
<input type="checkbox"/> Bleeding/Clotting Disorders	<input type="checkbox"/> Oral Medication	<input type="checkbox"/> Infectious Disease	<input type="checkbox"/> Sickle Cell Trait or Disease
	<input type="checkbox"/> Injection	Currently	
<input type="checkbox"/> Chronic Ear Infection	<input type="checkbox"/> Fainting	<input type="checkbox"/> Menstrual Cramps	<input type="checkbox"/> Sleep Disturbances
<input type="checkbox"/> Chronic Constipation	<input type="checkbox"/> Headaches/ Migraines	<input type="checkbox"/> Motion Sickness	<input type="checkbox"/> Skin Rashes
<input type="checkbox"/> Dental/Orthodontic Appliance (describe below)	<input type="checkbox"/> Hear Defect/Disease	<input type="checkbox"/> Nosebleeds	<input type="checkbox"/> Wears Glasses / Contacts
<input type="checkbox"/> Depression	<input type="checkbox"/> Hypertension	<input type="checkbox"/> Other (describe below)	<input type="checkbox"/> Stomach Aches

<b>Special Dietary or Physical Need (please specify):</b>

<b>Prescription and Non-Prescription Drugs used on a regular basis</b>		
<b>Medication</b>	<b>Dosage (Amount / Frequency)</b>	<b>Related Diagnosis</b>
1.		
2.		
3.		
4.		
5.		

**Please explain on a separate page any items that are checked (including Dental, Infectious Disease, Other), indicating any information useful for the adult in charge regarding health concerns. Also indicate any activities to be restricted or special needs.**

I, the undersigned, give my permission to acting chaperones to administer minor first aid to my son/daughter/guardianship. In case of extreme emergency or if there are any questions, one of the acting chaperones will contact me by telephone. I am willing for my son/daughter to receive emergency treatment if I or the emergency contacts on the next page of this form cannot be reached for authorization.

\_\_\_\_\_  
Parent / Guardian Name (print)

\_\_\_\_\_  
Parent / Guardian Signature  
2017 Student Forms

\_\_\_\_\_  
Date



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**EMERGENCY CONTACT INFORMATION**

Please list three persons other than parent(s)/guardian(s) which may be contacted in case of EMERGENCY in YOUR ABSENCE.

Name:
Relationship:
Address:
City / State / Zip:
Home Phone:
Work Phone:
Cell Phone:
Pager:

Name:
Relationship:
Address:
City / State / Zip:
Home Phone:
Work Phone:
Cell Phone:
Pager:

Name:
Relationship:
Address:
City / State / Zip:
Home Phone:
Work Phone:
Cell Phone:
Pager:

<b>Use this space to complete any additional information:</b>





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**Please read the listed documents following this page:**

- 1) HSCC Student Responsibilities
- 2) Penalties and Infractions
- 3) Dress Code Policy

Please sign below after having read the above listed documents and turn in to the Coordinator. The following pages should be kept for your reference.

I, \_\_\_\_\_, have read and understand the  
*(PRINT - student name) – REQUIRED*

HSCC Student Responsibilities, Penalties and Infractions Policy and the Dress Code Policy.

\_\_\_\_\_  
*(Student Signature)* \_\_\_\_\_  
*(Date)*

I, \_\_\_\_\_, have read and understand the  
*(PRINT - parent/guardian name)- REQUIRED*

HSCC Student Responsibilities, Penalties and Infractions Policy and the Dress Code Policy, and I have also reviewed this information with my child.

\_\_\_\_\_  
*(Parent/Guardian Signature)* \_\_\_\_\_  
*(Date)*

\_\_\_\_\_  
*(Parent/Guardian Signature)* \_\_\_\_\_  
*(Date)*



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**HSCC Student Responsibilities**

Thank you very much for participating in the BDPA National High School Computer Competition (HSCC). As an HSCC Student you are assuming certain responsibilities in your behavior and representation of the local BDPA Chapter and BDPA National. To assist you with knowing what your responsibilities are, we have created this information sheet for you. Please read and discuss these responsibilities with your HSCC Coordinator and parent or legal guardian. If you understand and accept these responsibilities, please initial where indicated, sign and date where indicated on the previous page. Your parent(s) or legal guardian(s) must also understand and accept these responsibilities on your behalf and initial where indicated, sign and date where indicated on the previous page. Return the signed form to your HSCC Coordinator to be turned in as part of registration for the BDPA National Conference.

The student is responsible for his or her own behavior. **They are expected to respond to and respect the comments and suggestions of adult BDPA members as well as their chaperone(s).** Students must obey the judgment of their chaperone and this decision is **final**.

No malicious, lascivious or disruptive behavior will be tolerated. This means there will be no mean, hateful, or risqué behavior. There will be no fighting or abuse of any kind. Foul language is prohibited.

**Students' badges must be worn at all times.** There is a student curfew of 11:00 PM on Tuesday through Friday and 1:30 AM for Saturday. Each chapter's chaperone(s) will be responsible to have the student in their room by curfew time. The chaperone(s) can do periodic room checks to ensure the curfew is being obeyed. No student will be allowed to leave his or her room after curfew **for any reason**. Adult BDPA members will monitor the hotel floors for problems or students out after curfew. Any student found out after curfew will be escorted to their chaperone / coordinator or National HSCC Team member.

Students will abide by the dress code established (see Dress Code Policy). Business Casual attire is required for all competition events and Opening Ceremony. Semi-formal or formal attire is required for attendance at the Award's Banquet. Casual attire is acceptable for the offsite activity and any other time during the stay at the conference. Proper hygiene is required at all times.

**At least one chaperone of each respective team is required to attend all events in which the students are attending, inside and outside of the hotel, unless relieved by another volunteering BDPA member(s).** No student will be allowed from the hotel premises without a designated chaperone. No student will be allowed to attend any function within the hotel without being accompanied by a chaperone. No student is allowed to attend adult functions or those where alcoholic beverages are served. **Chaperone(s) are required to accompany student(s) at all times while on the hotel premises.**

Students are expected to be respectful and attentive at all events. There will be no distractions of radios, walkmans, cell phones, tablets etc. Talking and being generally disruptive during events and presentations is rude and unacceptable. Students are responsible for and expected to keep all event sites clean and orderly throughout the competition.

**At least one chaperone of each respective team is required to attend the Saturday night activity (held after the Award's Banquet) for the duration of their team's stay.** The chaperone(s) will be required to ensure their students as well as others behave appropriately and respectful of the BDPA organization. At this event, all dancing will be respectful. This means there will be no bumping and grinding on the dance floor. The DJ will not accept any CD's or media devices for play. There is a review of the music and only the accepted music will be played.

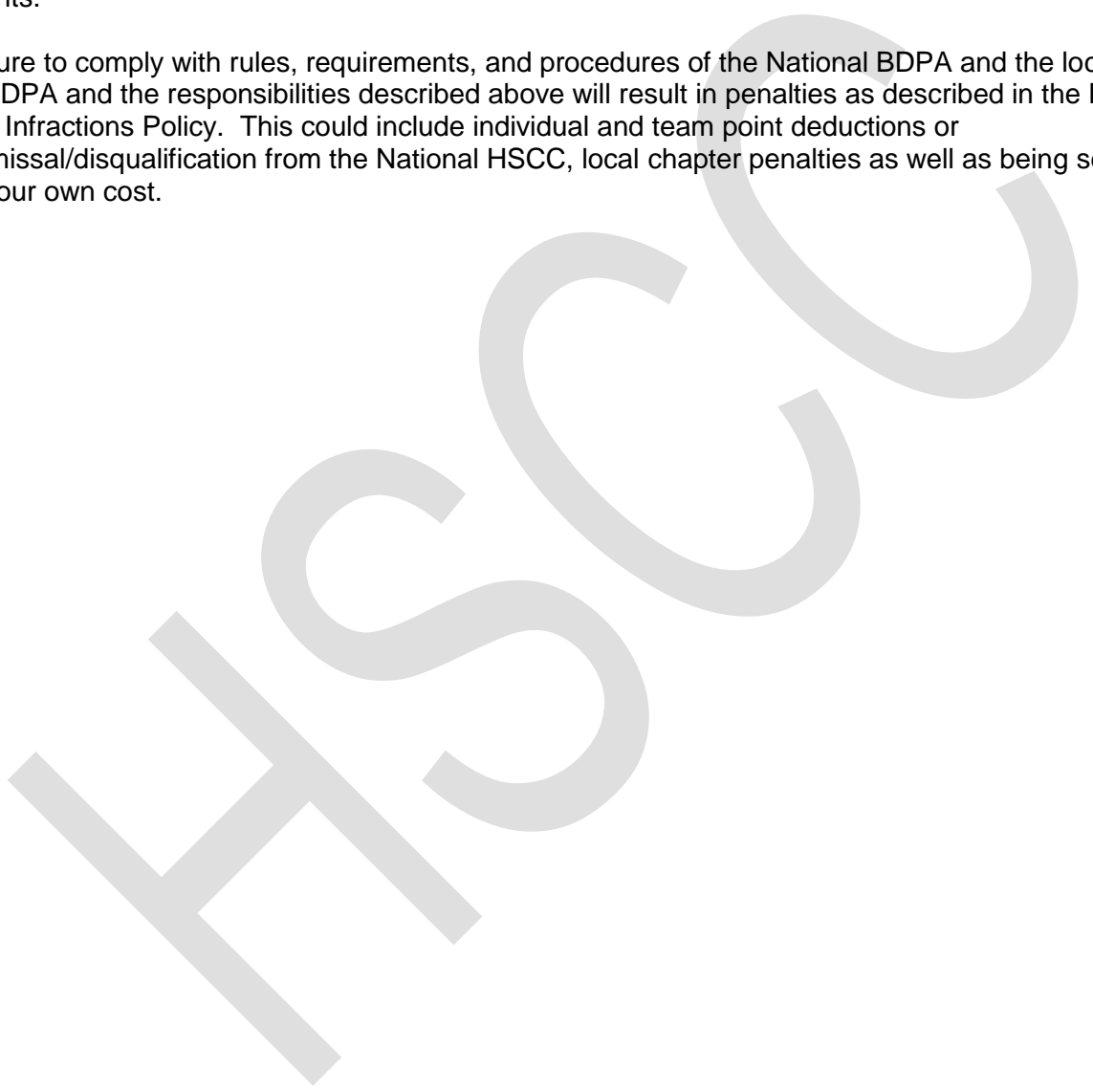


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Each student will be required to provide some proof of eligibility via a report card or letter from his or her school indicating the grade during attendance. In addition, they will need to carry photo identification for the duration of conference.

Each student will be required to keep track of all meal and other expenses during their stay at the BDPA National Conference. Each student has a limit of dollars per day for meals as established by the local BDPA chapter. They will be responsible for any room service items or other expenses incurred with or without the approval of a chaperone. Students may bring money to buy souvenirs or other items. Each student will be required to present picture identification to participate in Competition events.

Failure to comply with rules, requirements, and procedures of the National BDPA and the local chapter of BDPA and the responsibilities described above will result in penalties as described in the Penalties and Infractions Policy. This could include individual and team point deductions or dismissal/disqualification from the National HSCC, local chapter penalties as well as being sent home at your own cost.





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**HSCC Penalties and Infractions Policy**

All representatives of teams participating in the National High School Computer Competition (HSCC) are expected to behave responsibly. Incidents do arise where disciplinary actions need to be administered. For all incidents, a team will be assembled to review the facts and decisions will be made. There are 2 types of infractions, minor and major. For minor infractions, parties involved in the review process are National HSCC Team, offending Chapter's President, appropriate HSCC Coordinator, chaperones, students and any witnesses to the incident. The National HSCC Team will take decisions made to the National BDPA President or his/her designee for review and acceptance. For major infractions, all parties involved in the infraction in addition to the National BDPA President or his/her designee will be included in the review process.

Areas of infractions include curfew violations, dress code violations, behavioral issues and competition violations.

Examples of Minor infractions include but are not limited to:

- Profanity
- Excessive noise or loud talking
- Refusing to follow chaperone's directions
- Dress Code violations
- Using hotel hallways for recreational purposes
- Disturbing other guests
- Breaking responsibility and guidelines established for students, chaperones, or coordinators – including chaperones not picking up students or present at designated events

Examples of Major infractions include but are not limited to:

- Possession of alcohol, drugs or tobacco products
- Cheating
- Fighting
- Sexual conduct
- Harmful tricks or games played on other individuals
- Destruction of hotel or conference property

Penalties are determined by the National HSCC Team and the National BDPA President or his/her designee. They are dependent on the time of the infraction and the severity.

Examples of Minor penalties include but are not limited to:

- Local BDPA Chapter monetary fines
- Parental or guardian contact

Examples of Major penalties include but are not limited to:

- Local BDPA Chapter disqualification (current and future competitions)
- Disqualification of individual's participation (current and future competitions)
- Individual sent home immediately at their parent's or guardian's expense



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### **Information Technology THOUGHT LEADERS – From the Classroom to the Boardroom** **Dress Code Policy**

All representatives are expected to dress appropriately and with pride in oneself. Dress codes are as follows:

#### **Casual Attire - Saturday Outing**

Casual wear must be appropriate for public places. No pajamas will be worn in hotel hallways.

##### For Men

Polo, knit type "golf" shirts and t-shirts may be worn. Wording on clothing must be appropriate for public places. Blue jeans, denim pants and sweat suits are acceptable. Shorts may also be worn. Sneakers and hiking boots may be worn. Baseball caps are acceptable head wear.

##### For Women

Casual skirts and shorts with hemlines no more than 3 inches above any point of the knee and be able to pass the fingertip test all the way around are acceptable. Polo, knit type "golf" shirts and t-shirts can be worn. Wording on clothing must be appropriate for public places. Blue jeans, denim pants and sweat suits are acceptable. Sneakers and hiking boots may be worn.

##### Prohibited

Pants and shorts will not be saggy and worn on hips. "Do" rags and bandanas should never be worn. No spandex is acceptable. No midriffs will be shown.

#### **Business Casual Attire**

For illustrations of acceptable attire, see the next page.

##### For Men

It is acceptable for men to wear nice khaki, navy, or some other basic colored slacks. Polo, knit type "golf" shirts (solid colored or at least conservative stripes are best) can be worn as well as cotton dress type shirts. Corporate sponsored t-shirts and Competition t-shirts are acceptable. Shirts and slacks should always be neatly pressed or starched. Shoes can be casual loafers, but should complement the outfit and be highly polished or cleaned.

##### For Women

Casual skirts with hemlines no more than 3 inches above any point of the knee and be able to pass the fingertip test all the way around as well as tailored slacks are acceptable. Polo, knit type "golf" shirts (solid colored or at least conservative stripes are best) can be worn as well as blouses. Corporate sponsored t-shirts and Competition t-shirts are acceptable. Colors and prints can vary as long as they are conservative in nature and not "neon like". Nice belts, coordinates, accessories and jewelry are acceptable. Expensive items are worn at your own risk. Shoes should be in like new condition and match or complement the outfit. Hose or appropriate dress socks should be worn. **No flip-flops- No rubber and beach material.**

##### Prohibited

Pants which are saggy or worn on hips are not acceptable. Loud colors (neon green etc.) are not allowed. Blue jeans, denim and sweat suits etc., are not acceptable. Shorts should never be worn. Sneakers or hiking boots are not allowed. "Do" rags, bandanas and baseball caps should never be worn.

#### **Semi-formal Attire**

##### For Men

It is acceptable for men to wear a suit coat with dress slacks, a suit or tuxedo. Dress shirts must be worn with ties. Dress shoes should be worn and be highly polished or cleaned.

##### For Women

"Dressy" dresses and pant suits, formal gowns are acceptable attire. Jewelry and other expensive items are worn at your own risk.

##### Prohibited

Pants which are saggy or worn on hips are not acceptable. Blue jeans, denim and sweat suits etc., are not acceptable. Shorts should never be worn. Sneakers or hiking boots are not allowed. "Do" rags, bandanas and baseball caps should never be worn.

