



Substitution Form/Cancellation Request Form RLC/SLC/NLC

This form is available online directly at

<https://wisconsinfbla.wufoo.com/forms/wisconsin-fbla-event-competitor-change-request/> or by accessing the Wisconsin FBLA website

<http://dpi.wi.gov/fbla/conferences/competition> or via the associated QR Code:



Wisconsin FBLA Event Competitor Change Request

The submission of this form is limited to only educational staff authorized as a local chapter adviser.

Should a student become unable to attend a leadership conference, a substitution may be made with the approval of the RLC host or the Wisconsin FBLA State Office. Substitutions will only be made according to the event guidelines and after the submission of a Substitution Request Form. This form must be received by the substitution/cancellation deadline. See the yearly calendar for substitution deadline.

Deadlines:

RLC--seven (7) calendar days after registration closes

SLC--First Wednesday of March

NLC--All NLC substitutions must be reported and approved using this online Wisconsin Substitution Request Form available through the State Office prior to noon on the second Friday in May. The State Office will not accept any changes after this date. Any name changes after the second Friday in May may be reported directly to the national office according to their submission deadlines.

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