

Who May Attend the Leadership Conferences?

DELEGATE is defined as any member or adviser attending the conference.

VOTING DELEGATE is defined as a special category of delegates. The voting delegate has the additional responsibility of representing the local chapter during voting for state officers or other official matters as handled during conference business meetings.

All delegates are REQUIRED to attend delegate assemblies and business meetings; however, voting delegates are REQUIRED to attend delegate assemblies, voting sessions and business meetings.

Who may attend the Regional Leadership Conference?

- All members, advisers, participants and officer candidates.
- All participants and officer candidates must have paid both state and national membership dues by **November 15**.

Each local chapter must complete the RLC Online Registration. Registration materials are available from the State Office via the FBLA State website. Registration fee payments are to be submitted to the regional vice president's school. It is the sole responsibility of the adviser to ensure that the eligibility requirements for each event are met by the participating students. It is the responsibility of the local adviser to ensure that all participants and officer candidates have paid dues. The State Office will determine if all participants and officer candidates have paid both state and national membership dues. The chapter adviser and the RLC host advisers are notified if dues have not been paid.

Who may attend the State Leadership Conference?

- All participants, officer candidates and members attending the SLC must have paid both state and national membership dues and conference fees. Current state officers and their adviser are exempt from paying the conference fee.
- A registrant must fill one of the specified eligibility categories:
 - **Competing Delegates** – a delegate who is registered for an individual or team event at the SLC
 - **Chapter Report Delegate** – a delegate who will represent one of the chapter reports during a final round performance (who is not competing in another individual or team event), events include American Enterprise Project, Community Service Project, Partnership with Business Project. **Each chapter is limited to ONE Chapter Report Delegate per chapter report submitted.**
 - **Special Delegate** – a delegate who is not a competing or chapter report delegate AND falls into one of the following categories (**Each chapter is limited to a total of FOUR (4) Special Delegates who meet one or more of these criteria unless special consideration is received from the state office**):
 - Voting delegate (up to 2 per local chapter)
 - Delegate-at-Large (up to 2 per local chapter)
 - Project LEAD delegate (up to 3 per local chapter--usually freshmen and sophomores).
 - Current state officers and regional vice presidents not entered into an event
 - Newly elected regional vice presidents not entered into an event
 - State officer candidates not entered in an event (campaign managers must fill one of the other eligibility categories)

- National officer candidates not entered in an event (campaign managers must fill one of the other eligibility categories)
- Foreign exchange students/FBLA members (foreign exchange students from your school who are also paid members of your FBLA chapter)
- Individual Business Achievement Award Leader level recipient (up to 3 per school)
- Who's Who Delegate or Outstanding Middle Level Award Winners from your FBLA chapter
- Local Chapter Annual Business Report representative who is not in another event.
- All advisers, adult chaperones, parents, bus drivers, school officials, etc.
- Your chapter's nominee for Businessperson of the Year.
- Prospective/inactive chapter advisers and potential members. Registration fees may be waived for up to five (5) school representatives to attend the SLC with the approval/registration going through the State Office.

Please Note

Each student attending the SLC must sign and submit a "Student Delegate Conduct Practices and Procedures" form. These completed forms must be sent to the State Office by **the first Wednesday in March**.

Each local adviser attending the SLC must sign and submit a "Local Adviser Procedures and Responsibilities" form. These completed forms must be sent to the State Office by **the first Wednesday in March**.

Substitutions

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