

Public Service Announcement

Arizona HOSA EVENT GUIDELINES

Team Size: 2 - 6

THIS EVENT HAS A REQUIRED UPLOAD FOR EACH CONFERENCE

Link will automatically send via email from HOSA Registration System after registered by Advisor

This supplement is written exclusively for Arizona HOSA Events.
For full details refer to the Official Event Guidelines

Conference	Available	Required Upload Deadline	Details at a Glance
Regional Leadership Conference	YES	END OF REGISTRATION	Uploaded materials will be pre-judged and that score will be ADDED into the competitors presentation score at Regionals. Top scores will advance to SLC.
Online Test	NO	N/A	N/A
State Leadership Conference	YES	CLOSE OF REGISTRATION	Competitors will REUPLOAD their required documents. The uploaded materials will be prejudged and that score will be ADDED into the competitors presentation score at SLC. Top scores will advance to ILC.
International Leadership Conference	YES	May 15, 2025 9:00 pm local time	Competitors will upload the required documents. The uploaded materials will be prejudged. Failure to upload will result in NO APPOINTMENT TIME for the presentation at ILC.

Required Digital Upload Documents:

The following item(s) MUST be uploaded by ONE member of the team to the HOSA Digital Upload System:

- A. Reference Page(s): List the literature cited to give guidance to the PSA. American Psychological Association (APA) is the preferred resource in Health Sciences. Points will be awarded for compiling a clean, legible reference page, but the formatting of the reference page is not judged.
- B. Copyright Form
- C. Airdate Form
- D. Link to the PSA 30 second video

Items A-C will be uploaded as one combined pdf file. The link to the PSA will be uploaded as a separate hyperlink

Dress Code: Competitors must be in official HOSA uniform or in proper business attire. For full details see the [HOSA Dress Code Appendix D](#).

Competitors MUST bring to REGIONALS, STATE, and INTERNATIONAL Leadership Conference:

1. Photo ID
2. Notes on index cards or in electronic format for use during the presentation (optional)
3. Two #2 lead pencils (not mechanical) with erasers for evaluation

4. Electronic device on battery power for showing the PSA

Regional Leadership Conference Event Flow (see official guidelines for rubric and more information):

1. Competitors will arrive at Regional Leadership Conference and Check - In at the event room with the Event Manager.
2. Each Competitor will provide a photo ID to the Event Manager during check-in
3. Event staff will provide the competitor with their scheduled appointment time
 - a. Competitor should stay at the event room until assigned time in case the event runs early
4. Event staff will bring the competitors into the event room at the time of their presentation
5. The competitors should follow the event guidelines for the **Competitive Process - The Presentation** per the official event guidelines
 - a. Teams will bring their own laptop computer, tablet, or portable DVD player operating on battery power for showing the PSA. The PSA should be clearly visible to judges sitting up to 5 feet away from the screen. (HOSA will NOT provide a TV, DVD player, electrical power, wi-fi, AV, screen, or any connecting cables.) Teams need to bring their own copy of the PSA, loaded on their computer, in addition to uploading it to the HOSA Digital Upload System.
 - b. After the PSA has been viewed, teams will be given four (4) minutes to describe their creative process, outlining key areas as described on the event rating sheet below. A timecard will be shown when there is one (1) minute remaining. Teams will be stopped after four (4) minutes.
6. Competitor should complete the event survey and leave the competition area

State Leadership Conference Event Flow (see official guidelines for rubric and more information):

1. Competitors will arrive at the State Leadership Conference and Check - In at the event room with the Event Manager at the START of the posted event time frame.
2. Competitors will provide a photo ID to the Event Manager during check-in
3. Event staff will provide the competitor with their scheduled appointment time
 - a. Competitors should stay at the event room until assigned time in case the event runs early
4. Event staff will bring the competitors into the event room at the time of their presentation
5. The competitors should follow the event guidelines for the **Competitive Process - The Presentation** per the official event guidelines
 - a. Teams will bring their own laptop computer, tablet, or portable DVD player operating on battery power for showing the PSA. The PSA should be clearly visible to judges sitting up to 5 feet away from the screen. (HOSA will NOT provide a TV, DVD player, electrical power, wi-fi, AV, screen, or any connecting cables.) Teams need to bring their own copy of the PSA, loaded on their computer, in addition to uploading it to the HOSA Digital Upload System.
 - b. After the PSA has been viewed, teams will be given four (4) minutes to describe their creative process, outlining key areas as described on the event rating sheet below. A timecard will be shown when there is one (1) minute remaining. Teams will be stopped after four (4) minutes.
6. Competitor should complete the event survey and leave the competition area

International Leadership Conference Event Flow - SEE OFFICIAL GUIDELINES FOR ALL INFORMATION

Frequently Asked Questions

1. I forgot to upload the portfolio, can I submit it for judging at the conference?
 - a. NO - nothing may be handed to the judges during this event. For Regionals and State Leadership Conference ONLY you will still receive an appointment time to compete.
2. I would like to make changes to my PSA between Regionals and State - is this allowed?

- a. Yes - competitors may change their uploaded documents between conferences for any reason. Be sure to submit by the established deadline for each conference as the links are unique and so are the judging rounds.
3. Will my score from Regionals be added to my score I get at State?
 - a. No - each event is judged independently of the previous one. This is why it is so important to reupload the required digital materials by the deadline for each conference.
4. I forgot to upload by the deadline. Will I still get an appointment time to compete?
 - a. Regional Leadership Conference - YES; but you will receive a 0 score on part A on the score sheet.
 - b. State Leadership Conference - YES; but you will receive a 0 score on part A on the score sheet.
 - c. International Leadership Conference - NO