



2024-2025 Arizona HOSA Chapter Awards Program Guide

Due February 20th, 2025

Program Basics: The Arizona HOSA Chapter Awards program is designed for chapters to receive recognition for success in and out of the classroom. All affiliated HOSA chapters that are part of an approved CTE program can easily achieve the Bronze Chapter award. This program is designed to keep our membership strong and active. All documentation for awards will be due on **February 20th, 2025**. Submission instructions are at the end of this document.

New Updates for 23-24!!

HOSA functions on the foundation of four core values that are the focus of the Chapter Awards program: Learn, Lead, Serve, & Innovate. Each of these areas are important to the development of a HOSA member and a HOSA chapter. Please see the details below.

Bronze Chapter Requirements: (all chapters in good standing are eligible for this award level)

1. Submit all required paperwork on the membership checklist on the AzHOSA website prior to the deadline of November 1st.
2. Minimum membership requirements (5 paid students, 1 paid advisor) by November 1st
3. Members participate in at least one HOSA-related activity outside of class time.
4. Hold at least 4 meetings per school year.

Silver Chapter Requirements:

Chapters complete & submit for Bronze level, **PLUS 2** items from each category below

Gold Chapter Requirements:

Chapters complete & submit for Bronze level, **PLUS 3** items from each category below

Platinum Chapter Requirements: *(New level for 23-24!!)*

Chapters complete & submit for Bronze level, **PLUS 4** items from each category below



HOSA's Core Value Categories -

Learn:

1. Have at least 25% of your registered members participate in a competitive event (minimum online test).
2. Invite an SEC member to an event or meeting.
3. Submit a Pin or Flag design as a chapter, following the established guidelines.
4. Chapter attends Fall Leadership Conference
5. Create a chapter or event budget.
6. Have a guest speaker or Arizona HOSA alum present at a chapter meeting.

Lead:

1. Have at least 5 members apply for Individual Membership Award
2. Mentor a Middle School chapter
3. Have at least one member apply for a HOSA scholarship by the published deadline
4. Chapter officers attend Chapter Leadership Camp
5. Write a letter to a stakeholder or government official advocating for HOSA and CTE
6. Participate in HOSA week with on-campus activities (*can be during National HOSA Week, or the chapter/campus can declare a HOSA Week locally*).

Serve:

1. Have students participate in either Barbara James Service Award (*50 total hours minimum*), HOSA's Service Project (*50 total hours or \$50 total minimum*), or Donate Life AZ High School Challenge.
2. Advocate for HOSA to campus/district staff, or district level governing board at a meeting, during or after school hours.
3. Chapter has one student apply and be slated for an officer position on the AzHOSA SEC (this includes Regional Delegates – *more info coming soon on that!*).
4. Have one team enter a submission for the Emotional Well-Being Challenge following the published guidelines.
5. Chapter advocates, volunteers, or fundraises for an organization directly related to their CTE program.
6. Chapter hosts or attends a community service event that 50% of the chapter's members attend or participate in.



Innovate:

1. Have a team compete in Medical Innovation at the chapter’s Regional Conference
2. Submit an article to the Synapse or HOSA E-Magazine
3. Partner with another class or organization on campus for a cross-curricular activity
4. Promote a chapter activity or campaign on the chapter’s social media account, tagging AzHOSA in the campaign/posts.
5. Chapter members present at a CTE program Advisory Council meeting focusing on how their program is helping prepare them for their future careers.
6. Assemble/display a bulletin board on campus featuring information about the relevant career pathway associated with the CTE program.

NOTE: Aside from the Bronze level requirements, each activity conducted by the chapter can only count for ONE of the required items in any and all categories. Each activity submitted/included in the application must be unique in order to qualify for that category. I.e., if a chapter partners with another class on campus for a cross-curricular activity and they post about it on their social media account, it will only count for one of the two items.

Chapter Award Item Guide

Below is a list of each item included in the Chapter Awards Program, along with suggestions of items that may qualify as evidence of completion. The evidence may include, but is not limited to the examples below. If there are other documents that show completion of the task, they may be accepted as well.

Learn:

- Have at least 25% of your registered members participate in a competitive event (minimum online test).
 - Evidence – Registration summary/summaries with at least 25% of total members participating in one competitive event
- Invite an SEC member to an event or meeting.
 - Evidence – Photo of SEC member at meeting or event, or copy of communication between chapter and SEC member
- Submit a Pin or Flag design as a chapter, following the established guidelines.
 - Evidence – Name(s) of students that submitted design for either flag or pin
- Chapter attends Fall Leadership Conference
 - Evidence – Copy of registration summary
- Create a chapter or event budget.
 - Evidence – submitted budget
- Have a guest speaker or Arizona HOSA alum present at a chapter meeting.
 - Evidence – name and organization of speaker, photo of guest speaker at meeting



Lead:

- Have at least 5 members apply for Individual Membership Award
 - Evidence – names of members applied and what level reached by each
- Mentor a Middle School chapter
 - Evidence – Name of middle school chapter and short narrative of what steps were taken to mentor the chapter
- Have at least one member apply for a HOSA scholarship by the published deadline
 - Evidence – name of member(s) applied for HOSA scholarship
- Chapter officers attend Chapter Leadership Camp
 - Evidence – Copy of registration summary
- Write a letter to a stakeholder or government official advocating for HOSA and CTE
 - Evidence – Copy of letter and who/where it was sent
- Participate in HOSA week with on-campus activities (*can be during National HOSA Week, or the chapter/campus can declare a HOSA Week locally*).
 - Evidence – Photos of activities, short narrative about what was done each day during HOSA Week.

Serve:

- Have students participate in either Barbara James Service Award (*50 total hours minimum*), HOSA's Service Project (*50 total hours or \$50 total minimum*), or Donate Life AZ High School Challenge.
 - Evidence – Document with number of hours entered and approved in tracking system. Arizona HOSA office will verify via Activity report in HATS (HOSA Activity Tracking System)
- Advocate for HOSA to campus/district staff, or district level governing board at a meeting, during or after school hours.
 - Evidence – short narrative of advocacy performed by chapter including dates/times; photos of presentation (if applicable)
- Chapter has one student apply and be slated for an officer position on the AzHOSA SEC (this includes Regional Delegates – *more info coming soon on that!*).
 - Evidence - Name of student applied for SEC
- Have one team enter a submission for the Emotional Well-Being Challenge following the published guidelines.
 - Evidence – Names of students on team for EWBC
- Chapter advocates, volunteers, or fundraises for an organization directly related to their CTE program.
 - Evidence – Short narrative about activity, including what organization was selected and why; photos of activities included
- Chapter hosts or attends a community service event that 50% of the chapter's members attend or participate in.
 - Evidence – Short narrative about activity/event; photo(s) of event; number of students that participated in event/activity



Innovate:

- Have a team compete in Medical Innovation at the chapter's Regional Conference
 - Evidence – Identify names of students on MI team
- Submit an article to the Synapse or HOSA E-Magazine
 - Evidence – Submit a copy of the article that was submitted and include the date of submission
- Partner with another class or organization on campus for a cross-curricular activity
 - Evidence – Short narrative about the activity including which other program was involved, goals and outcomes of the activity; photos of members participating
- Promote a chapter activity or campaign on the chapter's social media account, tagging AzHOSA in the campaign/posts.
 - Evidence – Screenshots of posts, including dates and short description/caption for the post
- Chapter members present at a CTE program Advisory Council meeting focusing on how their program is helping prepare them for their future careers.
 - Evidence – Minutes of Advisory Council meeting including date/location of meeting; photos of presentation
- Assemble/display a bulletin board on campus featuring information about the relevant career pathway associated with the CTE program.
 - Evidence – photos of bulletin board with short description of the bulletin board; names of members that helped to contribute to the project.