



MEMORANDUM

TO: SkillsUSA Georgia Postsecondary Advisors

FROM: Tjazha Mazhani State Director

DATE: October 11, 2023

2024 SkillsUSA Championships

We hope that you are having a great fall semester and you are re-energized for the 2023-2024 SkillsUSA year. Planning has already begun for the annual State Conference and Championships, which is scheduled for February 22-24, 2024. Contests will be held at the Georgia World Congress Center, Westin Peachtree Plaza, and remote sites where applicable.

The plan is to establish technical committees composed of business and industry and community and educational agency leaders to take over the major responsibility of designing and conducting leadership, occupationally related and skilled and technical sciences contests to promote invaluable learning experiences, improve the quality of our contests, and to make them equitable for everyone participating.

In addition, the SkillsUSA Georgia Postsecondary website is up and will be updated with the latest information. The address is: <http://www.skillsusagaps.org>. Our SkillsUSA Advisor Listserv will be the main mode of communication and information dissemination for Georgia Postsecondary (email tmazhani@tcsge.edu to be added); however, there is information available on the national site as well. Visit www.skillsusa.org, select “membership resources” then “membership kit,” there you will find a wealth of information to improve your knowledge to be an effective advisor and run effective chapters.

Advisors must register their students by January 19, 2024 to make them eligible to participate in the Championships contests. Conference registration is completed online through the National SkillsUSA Membership database. Included in this memorandum is a list of various contests and includes information as to how many students are permitted to participate in the various contests, and the contest location. It is important for advisors to obtain a firm commitment from interested students before completing the conference registration. The Planning Committee uses registration information to make decisions about the design of contests and the facilities/materials needed to conduct them.

NOTE: Remember to register alternate students for the Team events of Quiz Bowl and Health Knowledge Bowl as “Participants”. Please note alternates must be SkillsUSA members by January 19 in order to be able to be switched onto a team if the opportunity arises. Remember to also register models for the Nail Care and Esthetics contests.

College Assessment Fee:

Each college must pay an administrative fee of \$1,000. Invoices have been sent to your college student activities coordinator/director, please verify prior to submitting additional payments.

Membership and Registration Deadlines:

To be eligible to compete in the State SkillsUSA Championships, the registration must be completed no later than 11:59 p.m. on January 19. No changes will be accepted after this date.

To be eligible to compete in the State and National competitions, all membership rosters and conference registration must be submitted electronically no later than January 19, 2024. Students who are not competing in any Championships contests can also register, electronically, by January 19, 2024. Observers are welcome to attend.

It is essential that registration fees and membership dues be paid promptly. The registration system has been updated to reject contestants that **are not** paid members by the membership due date of January 19. Though you will be allowed to enter students electronically, advisors must follow through with making sure student memberships are paid. **On January 22, a report will be run and any contestants listed, who are not paid members, will be purged from the system and will not be allowed to compete. Therefore, it is imperative that you ensure membership dues are paid, not submitted to the business office for payment, but rather paid, by the January 19 deadline.**

Membership fees (\$15 per student and \$34 per advisor) should be submitted to the national office. Instructions for submitting State Conference Registration fees (\$150 per person) will be communicated at a later date.

There are no refunds for any fees.

Registration:

Conference registration check-in will be conducted on Thursday, February 22, 2024 at the Westin Peachtree Plaza. You will receive specific time frames as we get closer to the conference date.

Hotel Accommodations

A block of rooms has been secured at The Westin Peachtree Plaza. Room rates are \$188 for singles/doubles and \$118 for triple/quads, plus additional fees. Information will be provided on bus parking.

DO NOT CONTACT THE HOTEL DIRECTLY.

DO NOT CONTACT THE TRAVEL AGENT. THE PROCESS IS CHANGING.

Instructions for hotel reservations will be communicated at a later date. The deadline for hotel reservations will be January 26, 2024.

Opening & Awards Ceremonies:

Both ceremonies will be held at The Westin Peachtree Plaza. The Opening Ceremony will take place on February 22, 2024 at 8 p.m.. The Awards Ceremony will be held Saturday, February 24, 2024 at 10 a.m.

Themes:

This year's theme is, **SkillsUSA: No Limits**. This is also the theme for the Prepared Speech and Promotional Bulletin Board contests for both state and national contests. The topic to be addressed by the contestants in these events is how the theme relates to the national program of

work in the area of professional development. To obtain information on sub themes, please visit the SkillsUSA website at <http://www.skillsusa.org/competitions/skillsusa-championships/theme/>.

The 2023-24 theme for the Esthetics competition will be released on November 1 to the Competition Updates page of the SkillsUSA National Website, you will use the same theme for the state and national contest. Additional contest updates from the national office including the esthetics theme will be located here: <https://www.skillsusa.org/competitions/skillsusa-championships/contest-updates/>. It is your responsibility to keep informed on any additional contest updates from the national office posted on the website.

Competition Scoring:

All competitions will be scored in the following areas:

- Preliminary test (If applicable)
- Performance (hands-on)
- Oral professional assessment (interview with the Technical Chair or Judge)—If Applicable)
- The Professional Development test score is now a part of the overall contest score.

Online Testing:

All contestants (with the exception of Action Skills) must take their Professional Development Test online in advance of the competition. A large portion of competitions will also have the preliminary testing portion of the competition held in advance, this is mostly for skilled and technical science contests although a few leadership and occupationally related contests also have a preliminary test.

Online testing will occur January 31-February 9, 2024. The SkillsUSA National Office testing platform will be used to administer testing. Any online testing questions may be directed to Amy O'Dell at aodell@tcsgeu.edu. Technical assistance once testing has begun should be directed to customercare@skillsusa.org.

Dress Code:

Refer to pages 15-16 in the Advisor's Guide for the dress code.

https://www.skillsusagaps.org/advisors_corner/SkillsUSA_Georgia_Postsecondary_Advisors_Guide.pdf

During the Awards Ceremony, students who are inappropriately dressed will not be allowed on stage to receive their medals. **This dress code applies to both advisors and students and will be strictly enforced.** Advisors, please inform your students of the dress code prior to their competition.

Safety:

Everyone is asked to remain diligent in remaining safe during competition. There will be no procedures related to the pandemic mandated at the conference, at this time. GWCC pandemic cleanliness procedures will continue, including remaining a cashless facility. Please ensure your students have alternate means besides cash, to purchase anything from the GWCC including food.

Anyone who is deemed unsafe to participate for illness, will be sent home as soon and as safely as possible. Inability to safely compete on the competition date will disqualify any competitors.

IF YOU FEEL SICK, STAY HOME!

Contests:

All students competing in the State Championships must be registered electronically on the SkillsUSA website www.skillsusa.org no later than January 19, 2024. **No additional contestants can be added after the January 19, 2024 deadline. Please make sure that all names are spelled correctly because replacement name badges will not be printed on-site.** Email the State Director if there are any changes/drops after this date, it is critical to have an accurate count for supplies/materials/equipment.

Prizes:

Each technical college is asked to sponsor contests by bringing a 1st place prize valued at \$75.00; a 2nd place prize valued at \$50.00 and a 3rd place prize valued at \$25.00 for each contest it will sponsor. These are minimum values; prizes of higher value are welcome.

State Officers:

Please encourage your students to become SkillsUSA State Officers. It is a very rewarding experience that will provide opportunities to enhance their leadership abilities. If you have interested students, please contact Missy McLain (mmclain@gntc.edu) and she will send you a State Officer packet. **The deadline to return the State Officer packet is February 2, 2024.** State Officer Candidates will take their online qualifying exam anytime during January 31-February 9. State Officer Interviews will occur virtually on February 7.

ALL State Officer candidates must arrive with their campaign materials to the conference by 1 p.m. on Thursday, February 22. Additional details will be provided later.

Advisor of the Year

The Advisor of the Year award to recognizes and honor dedicated career and technical education instructors who serve as SkillsUSA advisors. **The Advisor of the Year application is due January 29, 2024. There will be a state prize of \$250 for this year's state winner.**

Please note that Advisor of the Year candidates must come from chapters who have submitted CEP Level 2 Applications, per national guidelines. Any AOY questions may be directed to Amy O'Dell at aodell@tcsgeu.edu.

Chapter Excellence Program

CEP recognizes achievement as it relates to the integration of the SkillsUSA Framework in chapter program of work activities. By using the Framework as a guide, chapters have a blueprint for creating relevant activities that encourage participation and foster an understanding of student learning attained during each activity. **Applications for CEP Level 1 and Level 2 are due January 16, 2024.** Level 1 and Level 2 chapters are recognized at the State Conference. The highest scoring Level 2 chapters will be submitted for possible national recognition. Any CEP questions may be directed to Amy O'Dell at aodell@tcsgeu.edu.

Technical Standards/State Guidelines

All paid professional members (advisors) of SkillsUSA have access to the SkillsUSA Championships Technical Standards, be sure to look at the 2023-2024 version to find out of all

the new changes for in-person contests. Please note that students do NOT have access to this so you MUST send them to your students.

As always, there will be both state and national contest updates provided, as applicable. State Contest Updates will be sent by e-mail to the SkillsUSA Advisor Listserv. National Contest Updates are located here, including theme information:

www.skillsusa.org/competitions/skillsusa-championships/contest-updates/

Reminders:

1. Contestants in contests that require verbal presentations must use the proper name of the National organization, SkillsUSA. Failure to do so will result in penalty points being assessed.
2. **You must have a copy of the SkillsUSA Championships Technical Standards 2023-2024 to find out all of the new changes** (note: students do not have access to the Technical Standards, as paid Professional Members it is the responsibility of the Advisor to ensure your students have a copy).
3. Contestants may compete for only two years in the same contest.
4. Dual enrolled high school students are **not** eligible to compete in postsecondary competitions. They must compete on the secondary level.

By now, most main college advisors have received the Membership Package or Kit that is a great resource for recruiting members and organizing the chapter. If you have not received the Membership Kit, you can request one by going to SkillsUSA.org. The Kit has the following information and can be downloaded:

College/Postsecondary Membership Kit

- 2023-2024 SkillsUSA Membership Cards
- 2023-2024 College/Postsecondary Membership Kit Booklet

[Download all college/postsecondary materials from skillsusa.org.](http://skillsusa.org)

Disclaimer: Information contained within this document is subject to change. Any changes or additional information will be forwarded to lead advisor contacts. State Director decisions are final.

ORGANIZING THE CHAPTER

A main responsibility of SkillsUSA advisors is to organize the chapter by conducting officer elections and developing a plan of work for the 2023-2024 year. Two valuable resources for advisors to use for this task are the Leadership Handbook and the Chapter Activity Planner which can be ordered and/or can be downloaded from the SkillsUSA website. Advisors should try to order at least 10 leadership handbooks which contain very useful information for students and advisors on many topics. The Chapter Activity Planner can make it fairly easy to plan the **Program of Work** which leads to an active chapter with a number of educational and fun activities besides preparing for the Championships.

The key to an active and strong chapter is an enthusiastic and informed advisor. The SkillsUSA Website has a number of training modules and resources that advisors can access to improve their knowledge of the organization and become familiar with their responsibilities.

Georgia Postsecondary New and existing advisor training meetings will occur online through TCSG's Blackboard (note: this is different from your college Blackboard). Contact Amy O'Dell (aodell@tcsge.edu) with any questions about this training.

COMMUNICATIONS:

Advisors should contact Dr. Tjazha Mazhani (tmazhani@tcsge.edu) of the Technical College System of Georgia to get their names on the SkillsUSA Listserv which is one of the main communication tools. In addition, the website is being expanded to include important advisor information. Advisors can learn a lot by networking and sharing with each other.

ADVISOR CHALLENGE:

The following are advisors challenges:

- Recruit and submit names of students who want to be state officer candidates
- Expand membership in SkillsUSA by recruiting members from satellite campuses as well as the main campus
- Explore having a set of officers at each former main college campus and then establishing an overall set of officers with representatives from each campus as described in the Leadership Handbook
- Recruit and prepare students who want to participate in the Championship contests.
- Conduct a local SkillsUSA Championships among participants for main campuses and satellite centers. (This is essential to avoid sending students to state level competition who have not completed enough of the program to be competitive)
- Read e-mails sent via the SkillsUSA Listserv as well as information posted on the website
- Express enthusiasm about the organization and be positive and encouraging with students
- Provide feedback to the Planning committee regarding student experiences with contest

- Inform students of the value in participating in the SkillsUSA Championships including the recognition one gets, possibly earning the right to participate in state level Championships which may result in earning valuable prizes, and possibly earning the right to represent the State of Georgia in the National Championships. Participating in competitive is a very valued point on resumes and employment portfolios.
- Accompany officers to the Fall Leadership Conference and attend the new and existing advisor training meetings.
- Infuse the SkillsUSA framework into your local activities and trainings.
- Submit at least a Level 1 application for the Chapter Excellence Program

IMPORTANT DATES:

There are several important dates that advisors need to meet for the 2023-2024 Year as follow:

- Administrative Fee Deadline: September 1, 2023
- Georgia Fall Leadership Conference: November 10-11, 2023
- Chapter Excellence Program Deadline: January 16, 2024
- Membership Deadline: Friday, January 19, 2024
- Conference Registration Deadline: Friday, January 19, 2024
- Hotel Reservations Deadline: January 26, 2024 (Lead College Advisor ONLY)
- Advisor of the Year Application Deadline: January 29, 2024
- Online Testing (for Contestants & State Officer Candidates): January 31-February 9, 2024
- State Officer Application Deadline: Friday, February 2, 2024
- State Officer Candidate Interviews: February 7, 2024
- Select Local/Remote Contests: February 8 or February 9, 2024
- SkillsUSA Opening Session: February 22, 2024
- SkillsUSA Career Expo: February 22-23, 2024
- SkillsUSA Contests at GWCC & Host Hotel: February 23, 2024 (select contests occur February 22)
- SkillsUSA Awards Ceremony: February 24, 2024
- SkillsUSA National Leadership & Skills Conference in Atlanta: June 24-28, 2024

Should you have any questions regarding the State competition or any information contained in this correspondence, please contact the State Director Tjazha Mazhani at (404) 679-1685 (tmazhani@tcsg.edu) or Assistant State Director Amy O'Dell at (404) 679-5455 (aodell@tcsg.edu). Please know that the national SkillsUSA Hotline is available to answer most of your questions at (844) 875-4557 (customercare@skillsusa.org).

Thank you in advance for your cooperation and continued support of SkillsUSA Georgia Postsecondary!

2024 Championship Contests Information (February 22-24, unless otherwise noted)

Leadership Development (2024)	According to the Technical Standards, is this a Single Contestant or Team Contest?	Number of Contestants or Teams (where applicable) Allowed from Each College	Contest Date	Contest Location/Host
Action Skills (note: this contest is for students with disabilities)	Single	5	Contest: Friday, February 9	Lanier Tech
Community Service	Team of 3	4	Contest: Thursday, February 8	Savannah Tech
Employment Application Process (note: this contest is for students with disabilities)	Single	4	Contest: Friday, February 9	Lanier Tech
Extemporaneous Speaking	Single	3	Contest: Friday, February 23	Hotel
Job Interview	Single	2	Contest: Friday, February 23	Hotel
Job Skills Demonstration A	Single	4	Contest: Friday, February 23	Hotel
Job Skills Demonstration Open	Single	4	Contest: Friday, February 23	Hotel
Occupational Health & Safety (Single)	Team of 3	2	Contest: Thursday, February 8	Savannah Tech
Occupational Health & Safety (Multiple)	Team of 3	2	Contest: Thursday, February 8	Remote TBD
Outstanding Chapter	Team of 3	1	Friday, February 9	Gwinnett Tech
Pin Design	Single	5	Contest: Friday, February 23	GWCC

T-Shirt Design	Single	5	Contest: Friday, February 23	GWCC
Prepared Speech	Single	3	Contest: Friday, February 23	Hotel
Promotional Bulletin Board	Team of 3	2	Contest: Thursday, February 8	Savannah Tech
Quiz Bowl	Team of 5-7	1	Contest: Friday, February 23	Hotel
Occupationally Related Contests (2024)	According to the Technical Standards, is this a Single Contestant or Team Contest?	Number of Contestants or Teams (where applicable) Allowed from Each College	Contest Date	Contest Location/Host
Customer Service	Single	2	Contest: Friday, February 23	Hotel
First Aid/CPR	Single	3	Contest: Friday, February 23	GWCC
Health Knowledge Bowl	Team of 4	1	Contest: Friday, February 23	Hotel
Health Occupation Professional Portfolio	Single	5	Contest: Friday, February 9	Gwinnett Tech
Medical Math	Single	4	Contest: Friday, February 23	Hotel
Medical Terminology	Single	4	Contest: Friday, February 23	Hotel
Related Technical Math	Single	4	Contest: Friday, February 23	Hotel

Career Pathways (Arts & Communications)	Team of 3	2	Contest: Friday, February 9	Remote TBD
Career Pathways (Business, Management & Technology)	Team of 3	2	Contest: Friday, February 9	Remote TBD
Career Pathways (Human Services)	Team of 3	2	Contest: Friday, February 9	Remote TBD
Career Pathways (Health Science)	Team of 3	2	Contest: Friday, February 9	Lanier Tech
Career Pathways (Industrial & Engineering Technology)	Team of 3	2	Contest: Thursday, February 8	Ogeechee Tech
Career Pathways (Natural Resources/Agriculture/Food)	Team of 3	2	Contest: Friday, February 9	Remote TBD
Skilled and Technical Sciences (2024)	According to the Technical Standards, is this a Single Contestant or Team Contest?	Number of Contestants or Teams (where applicable) Allowed from Each College	Contest Date	Contest Location/Host
3-D Visualization and Animation	Team of 2	2	Contest: Friday, February 23	GWCC (hosted by Construction Ready)
Additive Manufacturing	Team of 2	2	Contest: Thursday, February 22	GWCC
Advertising Design	Single	5	Contest: Friday, February 23	GWCC
Architectural Drafting	Single	3	Contest: Friday, February 23	GWCC (hosted by Construction Ready)
Automotive Refinishing	Single	4	Contest: Thursday, February 22 and Friday, February 23	Caliber Collision Morrow

Automated Manufacturing Technology	Team of 3	2	Contest: Thursday, February 8	Wiregrass GA Tech
Automotive Service Technology	Single	2	Contest: Thursday, February 22	GWCC
Aviation Maintenance Technology	Single	3	Contest: Friday, February 9	South Georgia Tech
Baking and Pastry Arts (formerly Commercial Baking Technology)	Single	1	Contest: Thursday, February 22	GWCC
Barbering	Single	1	Contest: Friday, February 23	GWCC
Cabinet Making	Single	3	Contest: Friday, February 23	GWCC (hosted by Construction Ready)
Carpentry	Single	3	Contest: Friday, February 23	GWCC (hosted by Construction Ready)
CNC 3-Axis Milling Programmer (formerly CNC Milling Specialist)	Single	2	Contest: Friday, February 23	GWCC (hosted by Construction Ready)
CNC Programmer (formerly CNC Technician)	Single	2	Contest: Friday, February 23	GWCC (hosted by Construction Ready)
CNC 2-Axis Turner Programmer (formerly CNC Turning Specialist)	Single	2	Contest: Friday, February 23	GWCC (hosted by Construction Ready)
Collision Damage Appraisal (Demo)	Single	4	Contest: Thursday, February 22 and Friday, February 23	Caliber Collision Morrow
Collision Repair Technology	Single	4	Contest: Thursday, February 22 and Friday, February 23	Caliber Collision Morrow
Commercial sUAS Drone (Demo)	Team of 2	2	Contest: Friday, February 23	GWCC
Computer Programming	Single	6	Contest: Friday, February 23	GWCC

Cosmetology	Single	1	Contest: Friday, February 23	GWCC
Crime Scene Investigation	Team of 3	3	Contest: Friday, February 23	GWCC
Criminal Justice	Single	3	Contest: Thursday, February 22 and Friday, February 23	GWCC
Culinary Arts	Single	1	Contest: Friday, February 23	GWCC
Cyber Security	Team of 2	2	Contest: Friday, February 23	GWCC
Dental Assisting	Single	4	Contest: Friday, February 23	GWCC
Diesel Equipment Technology	Single	3	Contest: Thursday, February 22	GWCC
Digital Cinema Production	Team of 2	3	Contest: Thursday, February 22 and Friday, February 23	Hotel
Early Childhood Education	Single	3	Contest: Friday, February 23	Hotel
Electrical Construction Wiring	Single	1	Contest: Friday, February 23	GWCC (hosted by Construction Ready)
Electronics Technology	Single	3	Contest: Thursday, February 8	Chattahoochee Tech
Emergency Medical Technician	Team of 2	2	Contest: Thursday, February 8	Wiregrass GA Tech
Esthetics	Single (plus model)	2	Contest: Friday, February 23	GWCC
Firefighting	Single	4	Contest: Friday, February 23	GWCC

Graphic Communications	Single	5	Contest: Friday, February 9	Augusta Tech
Graphic Imaging Sublimation	Single	5	Contest: Friday, February 9	Augusta Tech
Heating, Ventilation, Air Conditioning and Refrigeration	Single	1	Contest: Friday, February 23	GWCC (hosted by Construction Ready)
Industrial Motor Controls	Single	1	Contest: Friday, February 23	GWCC (hosted by Construction Ready)
Interactive Application and Video Game Creation	Team of 2	2	Contest: Thursday, February 8	Wiregrass GA Tech
Internetworking	Single	2	Contest: Friday, February 9	Gwinnett Tech
Internet of Things (IOT) Smart Home	Single	3	Contest: Friday, February 9	Georgia Northwestern Tech
Marine Service Technology	Single	10	Contest: Friday, February 9	Lanier Tech
Masonry	Single	3	Contest: Friday, February 23	GWCC (hosted by Construction Ready)
Mechatronics	Team of 2	1	Contest: Friday, February 23	GWCC
Medical Assisting	Single	3	Contest: Friday, February 23	GWCC
Mobile Electronics Installation	Single	3	Contest: Thursday, February 8	Savannah Tech
Nail Care	Single (plus model)	2	Contest: Friday, February 23	GWCC
Nurse Assisting	Single	3	Contest: Friday, February 23	GWCC

Photography	Single	3	Contest: Friday, February 23	GWCC
Plumbing	Single	3	Contest: Friday, February 23	GWCC (hosted by Construction Ready)
Practical Nursing	Single	3	Contest: Friday, February 23	GWCC
Residential and Commercial Appliance Technology	Single	3	Contest: Thursday, February 8	Columbus Tech
Restaurant Services	Single	2	Contest: Friday, February 23	GWCC
Robotics and Automation Technology	Team of 2	2	Contest: Friday, February 9	Lanier Tech
Screen Printing Technology	Single	5	Contest: Friday, February 9	Augusta Tech
Sheet Metal	Single	3	Contest: Thursday, February 8	Savannah Tech
Team Works	Team of 4	2	Contest: Thursday, February 22 and Friday, February 23	GWCC (hosted by Construction Ready)
Technical Computer Applications	Single	4	Contest: Friday, February 9	Gwinnett Tech
Technical Drafting	Single	3	Contest: Friday, February 23	GWCC (hosted by Construction Ready)
Telecommunications Cabling	Single	3	Contest: Friday, February 9	Georgia Northwestern Tech
Television Production	Team of 2	3	Contest: Thursday, February 22 and Friday, February 23	Hotel
Web Design & Development	Team of 2	4	Contest: Friday, February 9	Gwinnett Tech

Welding	Single	1	Contest: Friday, February 23	GWCC (hosted by Construction Ready)
Welding Fabrication	Team of 3	1	Contest: Thursday, February 22	GWCC (hosted by Construction Ready)
Welding Art Sculpture	Single	1	Contest: Thursday, February 22	GWCC (hosted by Construction Ready)

Alternates for any team contest must be registered as participants and be SkillsUSA members, and they must meet the technical standard requirements of that contest.