



# Discovering Gifts and Developing Leadership Skills



Student Convention Timeline – Steps to Success  
 (Some A.C.E. links temporarily disabled ([blue underlined](#)) as new web site is being updated) – [Green underlined](#) links are currently active.

**SECURE INFORMATION** in a three-ring binder for easy access:

1. Print this document for reference and place in the front of your notebook
2. Click on [Convention](#), scroll to desired location & download **flyer** for detailed info
3. Select the link for guidelines or download them [here](#) and print each section
4. Refer to TIPS FOR GETTING STARTED IN STUDENT CONVENTION [here](#) or select “First Timers” under Tips on the Guidelines page



**SELECT EVENTS** balancing individual development with team (school) needs:

1. Give students a copy of the event list (CF13) from the [forms](#) section
2. Provide a copy of [HOW TO PREPARE](#) (page vii of the Complete Guidelines TOC)
3. Print or copy rules and judging criteria for each individual by event selected and have them maintain a personal convention preparation notebook or folder
4. Print judges form as reference to evaluation breakdown for each – use as part of your preparation criteria



This is a good point in time to have students **begin early entries** (*Essay Writing, Poetry Writing, Short Story Writing, Web Site Design, PowerPoint Presentation, Music Composition, Music Arranging, Radio Program, Scripture Video, and A.C.E. Character Trait Video*) **as well as any selected arts and exhibits events.** Doing these events early allows for more time closer to actual competition to hone performance events. Refer to [TIPS FOR WRITTEN ENTRIES](#) for assistance



You may want to consider fundraising options during this time for both the regional and international convention as applicable. See [FUNDRAISING IDEAS FOR STUDENT CONVENTION](#)

**COMPLETE PROJECTS** and begin working on performances:

1. Finalize necessary paperwork for projects as able (refer to guidelines)
2. Begin memory work and practice on performance selections. You may wish to refer students to the [Student Preparation Handbook](#) for tracking purposes if you are issuing elective credit.
3. Refer to [HOW TO PREPARE](#) (you will need to scroll to page vii)
4. Constantly evaluate in light of the guidelines and judging forms

This is an excellent time to complete **permission forms** and get **signatures from parents** on the participation release CF6 and health care form CF8 along with the school screening form CF16 all completed and placed in your planning & preparation notebook ([Forms section pages 6-10](#)). It helps avoid a major rush later – if not needed they can be discarded.



## SCHOOL PREREGISTRATION DEADLINE

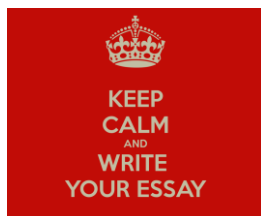
Enter school & student data; submit \$50 school fee payment into the online convention registration program.

[Wisconsin](#)  
[Upper Midwest](#)  
[Cumberland Valley](#)  
[Ozark](#)  
[Virginias](#)  
[Great Lakes](#)

by **December 8**, 2017  
by **January 5**, 2018  
by **January 12**, 2018  
by **January 16**, 2018  
by **February 2**, 2018  
by **February 9**, 2018

Make [MOTEL RESERVATIONS](#) if needed  
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CONTINUE WORKING ON EVENTS; COMPLETE EARLY ENTRIES, FINALIZE PROJECTS AND BEGIN PRACTICING PERFORMANCE EVENTS IN COMPETITION TYPE SETTINGS I.E., CHAPEL SERVICES, NURSING HOMES, LOCAL CHURCH, OPENING EXERCISES, ASSEMBLIES, ETC.



## EVENT REGISTRATION MAILING DEADLINE

**Crunch Time** for **Registration Forms** Mailing Deadline!

- These are the forms that were to be signed earlier – if it didn't happen at that time the CF6 and CF8 forms will need to be sent home for parent/guardian signatures at this time
- Late fee applies to those not postmarked by the deadline
- Include the following in your registration packet
  - **CF5 Sponsor Registration Forms** (from registration program)
  - **CF6 Permission for Participation** (one per student)
  - **CF8 Parent/Guardian Consent for Student** (one per student)
  - **CF16 Screening Form** (one per school)
  - **Any Judges/Assistant's Forms as applicable** (remember, judges need to be registered with a school or complete a separate screening form available from Registrar)



**Links as needed:**  
[Cumberland Valley](#)  
[Ozark](#)  
[Wisconsin](#)  
[Virginias](#)  
[Upper Midwest](#)  
[Great Lakes](#)

**Follow the specific local instructions provided online!**



DO **NOT** MAIL PERFORMANCE SCRIPTS, MUSIC, OR JUDGING FORMS WITH THE REGISTRATION PACKET—THESE WILL BE SUBMITTED AT THE TIME OF COMPETITION TO THE EVENT JUDGES

## EARLY ENTRY MAILING DEADLINE

Mail early entries either with registration or as directed by the local guidelines – links above

*Essay Writing, Poetry Writing, Short Story Writing, Web Site Design, PowerPoint Presentation, Music Composition, Music Arranging, Radio Program, Scripture Video and A.C.E. Character Trait Video*

(No late entries accepted in these events)

**Follow specific instructions provided in local info packet available in online links above!**

**FINALIZE PERFORMANCES**, continue practicing, have a "display night" for parents to show your entries and perform your events. Review all appearance and conduct guidelines to insure you will be ready when it is time to attend convention.



**ATTEND AND COMPETE** at a **Regional Convention** for which you have prepared  
 Cumberland Valley, March 12-16, 2018, [Western Kentucky University](#), Bowling Green KY  
 Ozark, March 20-23, 2018, [University of Central Missouri](#), Warrensburg MO  
 Wisconsin, March 20-23, 2018, [University of Wisconsin](#), Oshkosh WI  
 Virginias, April 10-13, 2018, [Appalachian Bible College](#), Bradley WV  
 Upper Midwest, April 18-20, 2018, Northland Bible & [Granite City Baptist](#), St. Cloud MN  
 Great Lakes, May 1-4, 2018, [Adrian College](#), Adrian MI

**TRAVEL TO 2018 INTERNATIONAL STUDENT CONVENTION**

*Dates: May 19-24, 2018*

*Location: [Ball State University, Muncie, Indiana](#)*

Begin preparation by downloading (when available) the [2018 ISC Information Booklet for Schools in the United States](#)



- **ANALYZE RESULTS**
- **SET STRATEGY**
- **PLAN FOR NEW YEAR**

- Determine relative strengths from recent entry placements
- Plan ways to strengthen both individual and group performances
- Set strategies for the next school year
- Begin advance planning during the summer
- Start preparation for improved performance in the future
- Schedule regular times for ministry presentation to build real-life skills



**BACK TO TOP**  
 and repeat the process for another year