

ADVISOR/COORDINATOR AGREEMENT

CTI Fall Leadership Conference

As CTI coordinator of _____ High School, I agree to adhere to the guidelines listed below. I am aware that I am responsible for the students that I bring to the CTI Fall Leadership Conference, and I am responsible for payment of my full invoice by the date in the registration packet

Therefore, I agree to the following:

1. Submit all required forms for the Conference Registration by deadline dates.
2. Only bring students that I can trust and that have respect for authority.
3. Be aware of my students' whereabouts at all times while at the conference.
4. Check if my students are in their assigned rooms at curfew.
5. If security finds any of my students out of their rooms after curfew, I will assume responsibility and notify their parents. Students will be dealt with as outlined in the Student Conduct Regulations.
6. Sit with my students during all General Sessions and Leadership Sessions and ensure they are on their best behavior.
7. Make sure that my contestants have the necessary materials and that they are in their assigned contest areas on time.
8. Fulfill all of my assigned duties, including any committees of which I am a member.
9. Make sure that my students adhere to the dress code at all times, and that appropriate dress clothes are worn at all times.
10. Make sure to pay the full online invoice that I prepared and entered for my school's CTI FLC registration. Cancellations are accepted until October 15th, 2023 at 11:59pm

I understand that failure to control students and not paying my full invoice could result in my school not participating in CTI State activities the following school year. My signature below verifies that I will abide by the terms of the agreement.

CTI Advisor/Coordinator

Date

Principal/CTAE Director

Date