

**M E M O R A N D U M**

**TO:** SkillsUSA Georgia Postsecondary Advisors

**FROM:** Tjazha Mazhani State Director

**DATE:** November 9, 2021

We hope that you are having a great fall semester and you are re-energized for the 2021-2022 SkillsUSA year. This promises to be an even better year for SkillsUSA Georgia Postsecondary for several reasons. The state SkillsUSA Planning Committee developed a program of work for the year, which includes goals and strategies for improving customer service, membership, championships, community service for local chapters, and many other important programs.

**2022 SkillsUSA Championships**

Planning has already begun for the annual State Conference and Championships, which is scheduled for February 24-26, 2022. Contests will be held at the Georgia World Congress Center, Hyatt Regency Atlanta, 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 goal is to make the website the main mode of communication and information dissemination for Georgia’ association; however, there is information available on the national site as well. Visit [www.skillsusa.org](http://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 21, 2022 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 Opening and Closing Ceremonies, Quiz Bowl, and Health Knowledge Bowl as “Observers”. Please note alternates must be SkillsUSA members by January 21 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 will be sent to your college student activities coordinator/director, please verify prior to submitting additional payments).

All checks should be made payable to TCSG Foundation, Attn: SkillsUSA and mailed to:

Technical College System of Georgia Foundation

ATTN: SkillsUSA

1800 Century Place, Suite 400

Atlanta, Georgia 30345

**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 21st. 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 21, 2022. Students who are not competing in any Championships contests can become members and must register, electronically, by January 21, 2022.

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 21st. Though you will be allowed to enter students electronically, advisors must follow through with making sure student memberships are paid. **On January 24th, 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 21st deadline.**

Membership fees ($15 per student and $34 per advisor) should be submitted to the national office. Instructions for submitting Conference Registration fees ($125 per person) will be communicated at a later date.

There are no refunds for any fees.

**Registration and Mandatory Meetings:**

Conference registration check-in will be conducted on Thursday, February 24, 2022 at the Hyatt Regency Atlanta. You will receive specific time frames as we get closer to the conference date.

Mandatory contestant orientations will be scheduled on February 24. Specific times and locations will be disseminated at a later date.

# Hotel Accommodations

# A block of rooms has been secured at The Hyatt Regency Atlanta. Information will be provided on bus parking.

# DO NOT CONTACT THE HOTEL DIRECTLY. Instructions for hotel reservations will be communicated at a later date.

**Opening & Awards Ceremonies:**

Both ceremonies will be held at The Hyatt Regency Atlanta. The Opening Ceremony will take place on February 24, 2022. The Awards Ceremony will be held Saturday, February 26, 2022.

**Themes:**

This year’s theme is, **SkillsUSA: United as One.** This is also the theme for the Prepared Speech and Promotional Bulletin Board 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 Esthetics Competition Theme is “DISNEY”. Additional contest updates from the national office can be located here: <https://www.skillsusa.org/competitions/skillsusa-championships/contest-updates/>. Any additional contest updates from the national office will be distributed on the listserv.

**Competition Scoring:**

All competitions will be scored in the following areas:

* Written test (If applicable)
* Performance (hands-on)
* Oral professional assessment (interview with the Technical Chair or Judge)—If Applicable)
* The Professional Development test score will be used as a tie-breaker.

**Online Testing:**

A large portion of competitions will have the written testing portion of the competition held in advance. Advisors will be emailed instructions to send to competitors so they may register for their test during the week of January 24-28. Testing will be proctored. Online testing will occur February 2-11, 2022. Any online testing questions may be directed to Amy O’Dell at [aodell@tcsg.edu](mailto:aodell@tcsg.edu).

**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 Precautions:**

For in-person contests, masks are **required** for everyone (students, advisors, industry partners, etc.). Anyone who is deemed unsafe to participate, will be sent to the isolation room and 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](http://www.skillsusa.org) no later than January 21st, 2022. **No additional contests can be added nor can contestants be replaced after the January 21st, 2022 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 one or more 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.

For those of you who dropped off prizes in 2020 prior to the shut down, we have kept those and you will not be asked to contribute additionally this year.

Should you have any questions concerning prizes or require additional information, please contact Cynthia Carter at (229) 931-2057 Cynthia Carter ( [ccarter@southgatech.edu](mailto:ccarter@southgatech.edu).)

**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](mailto:mmclain@gntc.edu)) and she will send you a State Officer packet**. The deadline to return the State Officer packet is February 4, 2022.** State Officer Candidates will take their online qualifying exam anytime during February 4-11. State Officer Interviews will occur virtually during the week of February 14-18.

ALL State Officer candidates must arrive to Georgia World Congress Center by 9a.m. on Thursday, February 24. 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 Wednesday, February 9, 2022.** 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@tcsg.edu](mailto:aodell@tcsg.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 Tuesday, February 1, 2022.** 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@tcsg.edu](mailto:aodell@tcsg.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 2021-2022 version to find out of all the new changes for in-person contests.

Navigating the New National Technical Standards Website: The below video was created to help assist advisors navigate the new location of the National Technical Standards: <https://www.youtube.com/watch?v=aR9Jet0PRP8>

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 listserv. National contest updates are located here, including theme information: [www.skillsusa.org/competitions/skillsusa-championships/contest-updates/](http://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. All Skilled and Technical Sciences Championship contests have three components: oral assessment (50 points); written technical knowledge test (150 points); and the performance test (800 points).
2. **You must have a copy of the SkillsUSA Championships Technical Standards 2021-2022 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**

* 2021-22 SkillsUSA Membership Cards
* 2021-22 College/Postsecondary Membership Kit Booklet

[Download all college/postsecondary materials](http://we.tl/bm7e2YXfhY) from skillsusa.org.

**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 2021-2022 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@tcsg.edu](mailto:aodell@tcsg.edu)) with any questions about this training.

**COMMUNICATIONS:**

Advisors should contact Ms. Tjazha Mazhani ([tmazhani@tcsg.edu](mailto:tmazhani@tcsg.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 newly established 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 2021-2022 Year as follow:

* Georgia Fall Leadership Conference: October 21-22, 2021
* Amy Holloway Scholarship Deadline: December 1, 2021
* Administrative Fee Deadline: December 15, 2021
* Membership Deadline: Friday, January 21, 2022
* Conference Registration Deadline: Friday, January 21, 2022
* Testing Enrollment: January 24-28, 2022
* Chapter Excellence Program Deadline: Tuesday, February 1, 2022
* Online Testing: February 2-11, 2022
* State Officer Application Deadline: Friday, February 4, 2022
* Select Local/Remote Contests: Friday, February 4, 2022
* State Officer Candidate Online Exams: February 4-11, 2022
* Advisor of the Year Application Deadline: Wednesday, February 9, 2022
* State Officer Candidate Interviews: February 14-18
* SkillsUSA Opening Session: February 24, 2022
* SkillsUSA Contests at GWCC & Host Hotel: February 25, 2022 (the specific day for contests will be provided soon)
* SkillsUSA Awards Ceremony: February 26, 2022
* SkillsUSA National Leadership & Skills Conference in Atlanta: June 20-25, 2022

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](mailto:tmazhani@tcsg.edu)) or Assistant State Director Amy O’Dell at (404) 679-5455 ([aodell@tcsg.edu](mailto:aodell@tcsg.edu)). Please know that the national SkillsUSA Hotline is available to answer most of your questions at (844) 875-4557 ([operators@skillsusa.org](mailto:operators@skillsusa.org)).

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

**2022 Championship Contests Information (February 24-26, unless otherwise noted)**

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| --- | --- | --- | --- | --- |
| **Leadership Developmen**t **(2022)** | **Number of Contestants or Teams (where applicable) Allowed from Each College** | **Location** | **Single Contestant or Team Contest?** | **Notes** |
| Community Service | 2 | Remote TBD | Team of 3 | Contest: Friday, February 4 |
| Employment Application Process | 2 | Hotel | Single | Contest: Friday, February 25 |
| Extemporaneous Speaking | 2 | Hotel | Single | Contest: Friday, February 25 |
| Job Interview | 2 | Hotel | Single | Contest: Friday, February 25 |
| Job Skills Demonstration A | 1 | Hotel | Single | Contest: Friday, February 25 |
| Job Skills Demonstration Open | 2 | Hotel | Single | Contest: Friday, February 25 |
| Occupational Health & Safety (Single) | 2 | Remote TBD | Team of 3 | Contest: Friday, February 4 |
| Occupational Health & Safety (Multiple) | 2 | Remote TBD | Team of 3 | Contest: Friday, February 4 |
| Opening and Closing Ceremonies | 2 | Hotel | Team of 7 | Contest: Friday, February 25 |
| Pin Design | 3 | Hotel | Single | Contest: Friday, February 25 |
| Prepared Speech | 2 | Hotel | Single | Contest: Friday, February 25 |
| Promotional Bulletin Board | 2 | Remote TBD | Team of 3 | Contest: Friday, February 4 |
| Quiz Bowl | 1 | Hotel | Team of 5 | Contest: Friday, February 25 |
| T-Shirt Design | 3 | Hotel | Single | Contest: Friday, February 25 |
|  |  |  |  |  |
| **Occupationally Related Contests (2022)** |  |  |  |  |
| Customer Service | 1 | Hotel | Single | Contest: Friday, February 25 |
| Entrepreneurship | 2 | Remote TBD | Team of 4 | Contest: Friday, February 4 |
| First Aid/CPR | 1 | Public Safety/GWCC | Single | Contest: Friday, February 25 |
| Health Knowledge Bowl | 1 | Hotel | Team of 4 | Contest: Friday, February 25 |
| Health Occupation Professional Portfolio | 5 | Remote TBD | Single | Contest: Friday, February 4 |
| Medical Math | 4 | Hotel | Single | Contest: Friday, February 25 |
| Medical Terminology | 4 | Hotel | Single | Contest: Friday, February 25 |
| Related Technical Math | 4 | Hotel | Single | Contest: Friday, February 25 |
| Career Pathways (Arts & Communications) | 2 | Remote TBD | Team of 3 | Contest: Friday, February 4 |
| Career Pathways (Business, Management & Technology) | 2 | Remote TBD | Team of 3 | Contest: Friday, February 4 |
| Career Pathways (Human Services | 2 | Remote TBD | Team of 3 | Contest: Friday, February 4 |
| Career Pathways (Health Science) | 2 | Remote TBD | Team of 3 | Contest: Friday, February 4 |
| Career Pathways (Industrial & Engineering Technology) | 2 | Remote TBD | Team of 3 | Contest: Friday, February 4 |
| Career Pathways (Natural Resources/Agriculture/Food) | 2 | Remote TBD | Team of 3 | Contest: Friday, February 4 |
|  |  |  |  |  |
| **Skilled and Technical Sciences (2022)** |  |  |  |  |
| 3-D Visualization and Animation | 2 | CEFGA/GWCC | Team of 2 | Contest: Friday, February 25 |
| Advertising Design | 3 | GWCC | Single | Contest: Friday, February 25 |
| Additive Manufacturing | 2 | GWCC | Team of 2 | Contest: Friday, February 25 |
| Architectural Drafting | 3 | CEFGA/GWCC | Single | Contest: Friday, February 25 |
| Automotive Refinishing | 3 | Transportation/Caliber Collision Morrow | Single | Contest: Thursday, February 24 and Friday, February 25 |
| Automated Manufacturing Technology | 1 | Lanier | Team of 3 | Contest: Friday, February 4 |
| Automotive Service Technology | 2 | Transportation/GWCC | Single | Contest: Thursday, February 24 |
| Aviation Maintenance Technology | 3 | Transportation/GWCC | Single | Contest: Friday, February 25 |
| Barbering | 1 | GWCC | Single | Contest: Friday, February 25 |
| Broadcast News Production | 2 | Remote TBD | Team of 4 | Contest: Friday, February 4 |
| Cabinet Making | 3 | CEFGA/GWCC | Single | Contest: Friday, February 25 |
| Carpentry | 3 | CEFGA/GWCC | Single | Contest: Friday, February 25 |
| CNC Milling Specialist | 2 | CEFGA/GWCC | Single | Contest: Friday, February 25 |
| CNC Technician | 2 | CEFGA/GWCC | Single | Contest: Friday, February 25 |
| CNC Turning Specialist | 2 | CEFGA/GWCC | Single | Contest: Friday, February 25 |
| Collision Damage Appraisal (Demo) | 3 | Transportation/Caliber Collision Morrow | Single | Contest: Thursday, February 24 and Friday, February 25 |
| Collision Repair Technology | 3 | Transportation/Caliber Collision Morrow | Single | Contest: Thursday, February 24 and Friday, February 25 |
| Commercial Baking Technology | 1 | GWCC | Single | Contest: Friday, February 25 |
| Cosmetology | 1 | GWCC | Single | Contest: Friday, February 25 |
| Crime Scene Investigation | 3 | Public Safety/GWCC | Team of 3 | Contest: Friday, February 25 |
| Criminal Justice | 3 | Public Safety/GWCC | Single | Contest: Friday, February 25 |
| Culinary Arts | 1 | GWCC | Single | Contest: Friday, February 25 |
| Cyber Security | 2 | GWCC | Team of 2 | Contest: Friday, February 25 |
| Dental Assisting | 4 | GWCC | Single | Contest: Friday, February 25 |
| Diesel Equipment Technology | 2 | Transportation/GWCC | Single | Contest: Thursday, February 24 |
| Digital Cinema Production | 3 | GWCC | Team of 2 | Contest: Friday, February 25 |
| Early Childhood Education | 4 | Hotel | Single | Contest: Friday, February 25 |
| Electrical Construction Wiring | 1 | CEFGA/GWCC | Single | Contest: Friday, February 25 |
| Electronics Technology | 2 | Southeastern | Single | Contest: Friday, February 4 |
| Emergency Medical Technician (Demo) | 2 | Wiregrass | Team of 2 | Contest: Thursday, February 3 |
| Engineering Technology/Design | 4 | Remote TBD | Team of 3 | Contest: Friday, February 4 |
| Esthetics | 2 | GWCC | Single (plus model) | Contest: Friday, February 25 |
| Firefighting | 4 | Public Safety/GWCC | Single | Contest: Friday, February 25 |
| Graphic Communications | 3 | Augusta Tech | Single | Contest: Friday, February 4 |
| Graphic Imaging Sublimation | 3 | Augusta Tech | Single | Contest: Friday, February 4 |
| Heating, Ventilation, Air Conditioning and Refrigeration | 1 | CEFGA/GWCC | Single | Contest: Friday, February 25 |
| Industrial Motor Controls | 1 | CEFGA/GWCC | Single | Contest: Friday, February 25 |
| Interactive Application and Video Game Creation | 1 | Wiregrass | Team of 2 | Contest: Thursday, February 3 |
| Marine Service Technology | 10 | Lanier | Single | Contest: Friday, February 4 |
| Masonry | 3 | CEFGA/GWCC | Single | Contest: Friday, February 25 |
| Mechatronics | 1 | GWCC | Team of 2 | Contest: Friday, February 25 |
| Medical Assisting | 3 | GWCC | Single | Contest: Friday, February 25 |
| Mobile Electronics Installation | 3 | Savannah | Single | Contest: Friday, February 4 |
| Nail Care | 1 | GWCC | Single (plus model) | Contest: Friday, February 25 |
| Nurse Assisting | 3 | GWCC | Single | Contest: Friday, February 25 |
| Photography | 3 | GWCC | Single | Contest: Friday, February 25 |
| Plumbing | 3 | CEFGA/GWCC | Single | Contest: Friday, February 25 |
| Practical Nursing | 3 | GWCC | Single | Contest: Friday, February 25 |
| Principles of Engineering | 4 | Remote TBD | Team of 3 | Contest: Friday, February 4 |
| Restaurant Services | 2 | GWCC | Single | Contest: Friday, February 25 |
| Robotics and Automation Technology | 2 | Lanier | Team of 2 | Contest: Friday, February 4 |
| Screen Printing Technology | 3 | Augusta Tech | Single | Contest: Friday, February 4 |
| Sheet Metal | 3 | Savannah | Single | Contest: Friday, February 4 |
| Team Works | 2 | CEFGA/GWCC | Team of 4 | Contest: Thursday, February 24 and Friday, February 25 |
| Technical Drafting | 3 | CEFGA/GWCC | Single | Contest: Friday, February 25 |
| Telecommunications Cabling | 3 | Wiregrass | Single | Contest: Thursday, February 3 |
| Television Production | 3 | GWCC | Team of 2 | Contest: Friday, February 25 |
| Web Design | 3 | GWCC | Team of 2 | Contest: Friday, February 25 |
| Welding | 1 | CEFGA/GWCC | Single | Contest: Friday, February 25 |
| Welding Fabrication | 1 | CEFGA/GWCC | Team of 3 | Contest: Thursday, February 24 |
| Welding Art Sculpture | 1 | CEFGA/GWCC | Single | Contest: Friday, February 25 |

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