

**ARIZONA DECA
COMPREHENSIVE CONSENT FORM**

CCF-1

PURPOSE: This form, complete with all information and signatures required, must be submitted by each Marketing Education student prior to attending any district, state, or national DECA conference. It is recommended that this form be on file in each local school by September 30th of each year and that it be maintained on file for one calendar year. Additionally, the Marketing Education instructor/chapter advisor is asked to bring this form to each area, state, and national conference. Completion and signing of this document indicates that the student, parent or guardian, and school administrator have read this form and approve of its contents. Completion and signing of this document provides consent for:

1. Student attendance at and travel to and from conferences/activities as specified below
2. Emergency medical treatment
3. Student abiding by the Conduct Code
4. Student abiding by the Dress Code
5. Waiver of Liability

PHILOSOPHY: It is a privilege and an honor for a student to attend area, state, and national DECA conferences. As such, each student has the unique opportunity to represent their school, community, and family as a business professional. Students are expected to follow all Rules and Regulations stated herein. In cases of uncertainty, the student should confer with their advisor or chaperone prior to acting, since ignorance of Rules and Regulations will not be considered an acceptable excuse. Teachers, chaperones, and staff assume the responsibility of enforcing all Rules and Regulations to ensure, to the degree possible, the safety and well-being of the student.

CONFERENCES: Consent and approval indicated by the signing parties are applicable to the following activities:

1. State Officer Leadership Development Institute
2. Fall Leadership Conference
3. Fall Area DECA Conference
4. Western Region Fall Conference
5. All District Conference
6. Arizona DECA State Conference
7. International DECA Conference
8. State Officer Meetings
9. DECA Camp
10. Emerging Leaders Summit
11. Other workshops, seminars, meetings, and activities sponsored by Arizona DECA.

MEDICAL CONSENT: As indicated by my signature below, I hereby authorize, in advance, any necessary medical treatment required while traveling to and from and while attending the conferences/activities referenced on this form. In the event of any incurred medical expenses, I will provide payment of these costs.

Student name: _____ Age: _____ SS#: _____

Parent/Guardian name: _____

Complete home address, including zip code: _____

Home telephone: _____ Mobile telephone: _____

Alternate emergency contact: _____ Telephone: _____

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TRAVEL AND ATTENDANCE: We, as indicated by our signatures below, hereby give permission to attend and travel to and from the conference/activities referenced on this form. We understand that, in some cases, it will be the responsibility of the student to provide his/her own transportation to and from AZ DECA Conferences and other events.

SPECIAL NEEDS: Arizona DECA recognizes the special needs of our members. If any member has a special need that will require accommodation, the member is requested to inform Arizona DECA of such needs so appropriate accommodation can be made.

CONDUCT CODE: We, as indicated by our signatures below, have read and will comply and assist with the enforcement of the Conduct Code.

DRESS CODE: We, as indicated by our signatures below, have read and will comply and assist with the enforcement of the Dress Code.

CURFEW: We, as indicated by our signatures understand that the following are violations of curfew:

- Failing to be in one's assigned hotel room during designated curfew times
- Creating noise or other disturbances audible by anyone in the hallway or in adjoining rooms outside of the designated curfew times
- Causing any unnecessary disturbance or participating in any inappropriate activity outside the designated curfew times

WAIVER OF LIABILITY: We, as indicated by our signatures below, agree to waive the liability of Arizona DECA and its staff, the Arizona Department of Education, the Marketing Education instructor/advisor, chaperones, school officials, and the host State for accident or illness occurring during transit or while participating in the conferences/activities listed on this form.

USE OF PHOTOGRAPHS: Arizona DECA and its educational and business partners, sponsors, and supporters – including, but not limited to the Arizona Department of Education, Arizona Career and Technical Education Division of the Arizona Department of Education, and Arizona Association of Career and Technical Education, have full privilege in the use of photographs and/or images of Arizona DECA members to further educate and promote the goals of the organization.

HOTEL CONDUCT: We, as indicated by our signatures understand that the following are violations of the Hotel Conduct Code:

- Failing to meet the professional standards of housing facilities
- Accruing incidental room charges (*i.e., phone calls, room service, pay-per-view movies, etc.*) without settling the account prior to check-out
- Throwing objects out the window or into the hallway
- Moving hotel furniture from rooms (*e.g., onto the balcony*)
- Failing to follow hotel rules and regulations.

Any charges left to a student's room will be the responsibility of that student and/or their parent(s)/guardian(s). Any room or property damage will be charged to the student and/or their parent(s)/guardians.

AIRFARE & TRANSPORTATION: Any additional expenses incurred to send a student home early from a conference due to disciplinary infractions or illness will be paid by the student and/or their parent(s)/guardian(s).

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DRESS CODE: DECA is, first and foremost, a professional organization for students enrolled in Marketing Education. Just as in a business where company policies related to dress and grooming are maintained, DECA has developed its own policies. Essentially, proper dress and grooming for any occasion is a matter of exercising good judgment; thus, should a question arise concerning the Dress Code, contact your chapter advisor or refer to this form prior to making a decision.

BUSINESS ATTIRE: Appropriate for ALL competitive events, including the common core test, all special sessions, all scholarship interviews, and all workshops:

- **Males:** Dress slacks, dress shirt, dress shoes & socks, belt, tie. A DECA blazer with tie is also appropriate. **No hats.**
- **Females:** Skirt suit, dress, skirts, coordinated skirt and blouse, dress slacks, hose and dress shoes or sandals. A DECA blazer is also appropriate. Nylons are optional with dress slacks. **No hats.**

BASIC ATTIRE: Appropriate for conference dances, the hotel lobby, and for all leisure time spent outside of a student's hotel room:

- **Males:** Slacks (*cotton slacks, denim, or cords*), shorts, shirt (*cotton, chapter tee-shirt, or a shirt made of tee-shirt material with a collar*), or sweater. NO sweats, hats, tank tops, sleeveless tee-shirts, or tee-shirts without a collar.
- **Females:** Slacks (*cotton slacks, denim, or cords*), skirt, shorts, blouse or shirt (*cotton, chapter tee-shirt or a shirt made of tee-shirt material with a collar*), or sweater. **NO sweats, hats, sleeveless tee-shirts or tee-shirts without a collar, tank tops or halter tops.**

TRAVEL ATTIRE: Appropriate for travel to the conference, at the pool, and in the hotel rooms only: Slacks, shorts (no spandex, or short-shorts), shirts (*cotton, chapter tee-shirts, or a shirt made of tee-shirt material with a collar*), sweater, sweats. **NOTE: Under no circumstances are students allowed in the hotel lobby (except upon arrival) or in any other portion of the hotel properties, Convention Center, or surrounding area in Travel Attire.**

POOL ATTIRE: If a swimming pool, jacuzzi, sauna, etc., is available for student use, the following dress is appropriate ONLY when traveling to and from and when using such facilities: Robe or tee-shirt, swimming suit, shoes or sandals. **NOTE: Under no circumstances are students permitted in the hotel lobby or in any other portion of conference facilities or surrounding area in Pool Attire.**

CONDUCT CODE: Participation in Arizona DECA activities provides an opportunity for students to interact with business professionals, adult DECA supporters, other DECA members, and the general public. As a result of establishing a positive, ethical and professional image many businesses, civic organizations, and individuals provide financial and human resources to DECA and its student members. Once again, should you have a question concerning what constitutes acceptable behavior, ask your advisor or chaperone prior to making a decision. DECA values its reputation and asks that you help maintain it. The following Conduct Code has been established and is enforced at all area, state, and national DECA conferences and activities.

ABUSIVE BEHAVIOR AND LEWD CONDUCT: A student shall not engage in any lewd, indecent, sexual, or obscene act or expression. A student shall not engage in verbal, physical or sexual harassment, hazing, or name-calling. The use of slurs against any person on the basis of race, color, creed, national origin, ancestry, age, sex, sexual orientation, or disability is prohibited.

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LEVEL ONE VIOLATIONS: The following have been identified as **extremely serious** violations:

1. Violation of any city, state, or federal law.
2. Possession, consumption, transportation, or purchase of any alcoholic beverage or illegal drug. If alcoholic beverages and/or illegal drugs or evidence of their use are found in a hotel room, all occupants of that room shall be **subjected to the penalties** prescribed below.
3. Defacing, damaging, or stealing public or private property.
4. Failure to attend conference activities, including competitive events, general sessions, and special meetings.
5. Male in female's room or female in male's room **WITHOUT AN OPEN DOOR** and without the permission of a chapter advisor or chaperone.
6. Missing curfew by more than 30 minutes. Curfew means being in your assigned room with the door closed and noise kept at a minimum. If you are not staying in the hotel, curfew means that you have left the hotel grounds by the stated time.
7. Throwing any object from a hotel window or vehicle.
8. Inviting or having non-DECA members or unregistered individuals in your hotel room at a conference or activity.
9. Rudeness or insubordination.
10. Repeated violation of Level Two Conduct Codes.
11. Violations not mentioned as identified by the advisor, chaperone, state staff, and/or school official.
12. Leaving the hotel or any assigned conference site(s) without the consent and/or knowledge of my advisor.
13. Any type of hazing, harassment, or civil disobedience.

LEVEL ONE PENALTIES:

1. Expulsion from the conference.
2. Notification of the parent or guardian.
3. Notification of a school official.
4. Student, parent/guardian, and Advisor must immediately arrange and pay for alternate travel plans to return home.
5. Forfeiture of all awards, moneys, scholarships, travel grants, and future opportunities to participate in Arizona DECA activities. National Conference travel scholarships shall be returned to Arizona DECA.
6. Other penalties at the discretion of the advisor, chaperone, school official, or state staff.

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LEVEL TWO VIOLATIONS: The following have been identified as less serious violations **but, if repeated**, student may be subjected to penalties similar or equal to those prescribed for Level One Violations:

1. Failure to follow the Arizona DECA Dress Code.
2. Smoking in public during the conference.
3. Failure to wear identification badges during the conference.
4. Tardiness to conference activities. If tardy by 30 minutes or more, a Level One penalty applies.
5. Any of above listed curfew violations.
6. Disturbing other hotel guests by excessive noise, door slamming, etc., which results in a complaint to the hotel management. Two such complaints result in a Level One penalty for all occupants of the room or facility.
7. Other violations not mentioned above but identified by the advisor, chaperone, state staff, or school official.
8. Any violation of the "Abusive Behavior and Lewd Conduct" section.
9. Visiting unassigned hotels for non-official DECA business.

LEVEL TWO PENALTIES:

1. Verbal and written warning and immediate compliance with conference rules.
2. Notification of chapter advisor and State DECA Staff.
3. Repeat violations or the violation of another Level Two Code may result in Level One penalties.

SIGNATURES:

Student: _____ Date: _____

Parent/Guardian: _____ Date: _____

Advisor/Teacher: _____ Date: _____

Administrator: _____ Date: _____