



Area 4

Spring Leadership Conference

February 28- March 1, 2025

MEMO

Checklist to prepare for the Spring Leadership Conference:

- Set chapter deadlines for registration and payment
- Promote Event
- Determine student cost to attend with your chapter, including registration fees, meals, travel, etc.
- Send a letter to parents with event details
- Provide students with necessary conference information, including cost
- Discuss dress code requirements with attendees
- Submit IEP information before the Area Conference Deadline
- Advisors sign up to assist in running a competitive event
- Collect student payment before registration deadline
- Print copy of chapter's registration and triple check for accuracy before deadline
- Submit registration and print invoice copy from the HOSA system
- Submit registration information to bookkeeper for payment
- Submit payment to Texas HOSA
- Confirm students fill out [Medical Liability, Code of Conduct, Photo Release & Dress Code Policy](#) forms. Print out a copy to keep with you while you are traveling.
- Confirm advisors and/or chaperones fill out [Code of Ethics and Photo Release](#) forms.
- Confirm that each participant has read the [Texas HOSA guidelines](#) for their event found on the Texas HOSA web page under [Texas HOSA Competition](#) tab.
- Ensure you have [verification form](#) printed and sign before check-in site.
- Complete and print out [substitution form](#) for team events and turn in at onsite check-in.
- Check the Texas HOSA website for events that are virtually judged for Round One to determine if competitors have progressed to Round Two in person. Please check the **"TOP 10 Round Two appointment times"** after online testing and virtual judging results on [2/18/25](#). Notify students and adjust busing and hotel list.



Area 4
Spring Leadership Conference
February 28- March 1, 2025

GENERAL INFORMATION

Fees: The registration fee for all students, advisors, guests, and chaperones is \$35. Make all registration fees checks payable to HOSA, TA and no PO's will be accepted. You are required to pay a registration fee for every student, advisor, and chaperone that you have registered online. No deletions or refunds will be made after the conference registration deadline. All fees will be mailed to the address below.

Texas HOSA
P.O. Box 1710
Monahans, TX 79756

To pay with a card, Apple Pay, or bank transfer, to request a QuickBooks invoice.

email delvin.thurman@texashosa.org

There is a 3.5% fee to help cover the processing charge. **Payments will not be accepted at the conference site.**

Date	Item	Notes
12/13/24	Registration Opens	Students must be affiliated members to attend. Attendee information needed to register: <ul style="list-style-type: none"> • Name • Email (required for all attendees) • Registration link apps.hosa.org
2/10/25	Registration Deadline	Must be completed via the Online Registration System apps.hosa.org by 11:59 PM (central time)
2/10/25	Digital Upload Deadline	apps.hosa.org
2/10/25	Student Advisor/Chaperone ratio: 10:1 Be sure your students are adequately chaperoned	<p>One (1) registered adult for every ten (10) students is required for supervision. • Advisors and chaperones must be in attendance throughout the entire conference. • Advisors and chaperones must stay at the chapter's conference hotel. This ratio will be strictly enforced by Texas HOSA Inc.</p> <p>Each advisor ensures chaperones assisting students will be 21 or older, follow the conference Code of Conduct and Dress Code, and act responsibly and interact appropriately with students</p>
2/28/25	Meals	Meals are not provided for students however Socorro HS will have both concessions and food trucks available for students to purchase food



Area 4

Spring Leadership Conference

February 28- March 1, 2025

		from 4:45-8:00 pm. Food trucks (price ranging from \$9-\$13 for pizza, burgers, tacos) Concessions snacks- chips, candy, popcorn, sodas, nachos.
2/26/25	Fees Due	Plan ahead to ensure your bookkeeper can meet this deadline. No refunds or exceptions will be made for those who are registered but do not attend the event.
	Parking for Socorro	<ul style="list-style-type: none"> ● Parking: bus parking lot and overflow ● See Map Link ●
2/28/25	Conference Site	<ul style="list-style-type: none"> ● Socorro High School 10150 Alameda Avenue El Paso, Texas 79927 ● Parking- Fine Art Parking Lot ● Entrance- Front Door Main Entrance- Students will not be allowed to go in until 5:00 pm on Friday
2/28/25	Conference check-in	<ul style="list-style-type: none"> ● Location: Socorro High School ● Time: 12:45-1:45 pm ● Advisors Only- advisors will need to bring driver license and check in through the front office ● Have your verification form ready.
2/28/25	Opening and Business Session Site:	<ul style="list-style-type: none"> ● Socorro High School Auditorium- students will enter outside auditorium door ● Fine Arts Parking Lot ● 1:45 pm (Doors open at 1:30 pm)
3/1/25	Grand Awards Closing Session Site	<ul style="list-style-type: none"> ● Socorro High School Auditorium ● Fine Arts Parking Lot ● 1:30 pm (Doors open at 1:15 pm)
	Dress Code For more details see Chapter Handbook page 8-10	<ul style="list-style-type: none"> ● Opening: Business attire ● Competitive event: check Texas HOSA Guidelines for your event ● Closing: Business attire



Area 4

Spring Leadership Conference

February 28- March 1, 2025

2/10/25	Advisor Assignment	Texas HOSA's Competitive Event needs every advisor to assist in running events. Click Here to sign up for your advisor assignment
	Courtesy Corp	Chapters can still register 2 students to act as Courtesy Corp, those students will be assigned to the same event as their advisor.
	Voting Delegates	New rule this year! 2 voting delegates per school not per chapter
2/28/25	Officer Candidate Interviews (<i>all candidates must have taken online test during the online testing window</i>)	<ul style="list-style-type: none"> • Hampton Inn & Suites El Paso East 12055 Gateway West Blvd El Paso, 79936 • 8:00 am • Link for application
2/10/25	IEP Events	IEP Verification and Accommodation Form https://hosa.org/accommodations/
	Substitutions for Team Events	<ul style="list-style-type: none"> • Substitution form link
2/28/25	Theme and Social	<ul style="list-style-type: none"> • "Ignite the Night" • Dance • Location- "The Pit" • Time- 7:00-9:00 pm
2/28/25	Service Project	<ul style="list-style-type: none"> • National Marrow Donor Program • Purchase Glow sticks • Location- "The Pit" • Time- 7:00-9:00 pm
	Hotels	<ul style="list-style-type: none"> • Click Here for a list of nearby hotels • HOSA chapter Advisors are responsible for reserving hotel accommodation at the hotel of their choice



Area 4

Spring Leadership Conference

February 28- March 1, 2025

OFFICER CORNER

Hello, Area 4!

We are thrilled to see everyone back in February for our Spring Leadership Conference:

Ignite The Night! Prepare to compete in your events, connect with fellow members, and dance the night away at our unforgettable social event! We'll be spinning all your favorite tunes, from the "Cupid Shuffle" to the "Cha Cha Slide," ensuring a fantastic night of dancing and fun.

But that's not all! Throughout the conference, you can purchase glow sticks for just one dollar each to light up the night during our opening and closing sessions. All proceeds from glow stick sales will support our incredible service project, NMDP, helping them continue their vital mission of bringing hope to those in need.

We can't wait to see everyone there, dancing their hearts out and illuminating the night with their glow sticks. It's going to be an event to remember!

-The Area 4 Officer Team



Area 4

Spring Leadership Conference February 28- March 1, 2025

Tentative Agenda

A final conference agenda will be given to advisors at on-site check-in with room numbers.

Friday, February 28, 2025

8:00 am	Area Officer Interviews	Hampton Inn & Suites
12:45-1:45 pm	Conference Check-In	Socorro Auditorium Foyer
1:30 pm	Doors open for Opening Session	Socorro Auditorium
1:45 pm	Opening Session	Socorro Auditorium
3:00 pm	Business Session	Socorro Auditorium
4:30 pm	Competitive Events Headquarters opens	Socorro HS Library
	Judge Hospitality Opens	Rm 2400
	Advisor Hospitality Opens	Rm 1810
	Ambassadors Headquarters Opens	Rm 1304

5:15 pm	Event Manager and Assistants Orientation and materials pick-up for 6:15 pm events		
5:45 pm	Event Manager orients judges: Event team prepares room		
6:00 pm	Competitors without appointment times arrive for check-in All others arrive 15 minutes prior to appointment time to check-in		
6:15 pm	Events begin		
		Holding Room	Event Room
6:15 pm	Biomedical Debate Rd 2		
	Biotechnology Rd 2		
	Clinical Specialty	By Appointment	Bring 2 paper copies for judges
	Community Awareness	By Appointment	Bring 2 paper copies for judges
	CPR/FA Rd 2		
	Life Support Skills		
	Creative Problem Solving Rd 2		
	EMT Rd 2		
	Forensic Science Rd 2	N/A	
	Research Poster Rd 2	By Appointment	
	Researched Persuasive Writing & Speaking	By Appointment	Bring 2 paper copies for judges

5:45 pm	Event Manager and Assistants Orientation and materials pick-up for 6:45 pm events		
6:15 pm	Event Manager orients judges: Event team prepares room		
6:30 pm	Competitors arrive for check-in Researched Persuasive Writing & Speaking check-in 15 minutes prior to appointment time		
6:45 pm	Events begin		
		Holding Room	Event Room
6:45 pm	CERT Skills Rd 2		
	Clinical Nursing Rd 2		
	Dental Science Rd 2		
	Extemporaneous Writing		
	HOSA Bowl Rd 2		
	Mental Health Promotion Rd 2	By Appointment	
	Nursing Assisting Rd 2		
	Parliamentary Procedure Rd 2		
	Personal Care		
	Pharmacy Science Rd 2		
	Public Service Announcement Rd 2	By Appointment	

6:15 pm	Event Manager and Assistants Orientation and materials pick-up for 7:15 pm events		
---------	---	--	--



Area 4

Spring Leadership Conference

February 28- March 1, 2025

6:45 pm	Event Manager orients Judges. Event Team prepares room		
7:00 pm	Competitors arrive for check-in		
7:15 pm	Events begin		
		Holding Room	Event Room
7:15 pm	Clinical Laboratory Science Rd 2		
	Home Health Aide Rd 2		
	Medical Assisting Rd 2		
	Medical Art Poster Collection & Judging	N/A	
	Patient Care Tech Rd 2		
	Phlebotomy Rd 2		
	Physical Therapy Rd 2		
	Sports Medicine Rd 2		
	Veterinary Science Rd 2		

Saturday, March 1, 2025

7:15 am	Competitive Events Headquarters opens		
7:30 am	Judge Hospitality Opens		
	Advisor Hospitality Opens		
	Ambassador Headquarters Opens		

7:15 am	Event Manager & Assistants Orientation and materials pick-up for 8:30 am events		
7:45 am	Event Manager orients judges. Event team prepares room		
8:15 am	Competitors arrive 15 minutes prior to appointment time for check-in.		
8:30 am	Events begin		
		Holding Room	Event Room
8:30 am	Extemporaneous Writing Judging	N/A	
	Family Medicine Physician	By Appointment	Bring 2 paper copies for judges
	Health Career Display Rd 2	By Appointment	
	Health Career Photography Rd 2	By Appointment	
	Health Education Rd 2	By Appointment	
	Healthy Living Rd 2	By Appointment	
	Medical Innovation Rd 2	By Appointment	
	Public Health Rd 2	By Appointment	
	Prepared Speaking	By Appointment	
	Speaking Skills	By Appointment	
	MRC Partnership Rd 2	By Appointment	Bring 2 paper copies for judges

7:45 am	Event Manager & Assistants Orientation and materials pick-up for 9:00 am events		
8:15 am	Event Manager orients Judges. Event Team prepares room		
8:45 am	Medical Spelling competitors arrive for check in		
9:00 am	Events begin		
		Holding Room	Event Room
9:00 am	Interviewing Skills Rd 2	By Appointment	
	Job Seeking Skills Rd 2	By Appointment	
	Medical Spelling Rd 2	N/A	

1:30 pm	Grand Awards Session		
---------	----------------------	--	--



Area 4

Spring Leadership Conference

February 28- March 1, 2025

Contact Information:

Conference Chair:	Fabiola Armendariz Farmen03@sisd.net Amanda Rodulfo arodul@sisd.net
Executive Director:	Janet Villarreal janet.villarreal@texashosa.org
Texas Officer Coordinator:	Kelly Cowan kelly.cowan@texashosa.org
Competitive Event Manager:	Linda Stanhope linda.stanhope@texashosa.org
Competitive Event Supervisor	Wanda Herfarth wanda.herfarth@texashosa.org