

Memo

TO: Academic Decathlon State Directors
State Championship Teams Members and Coach(es)

FROM: USAD

DATE: February 2010

SUBJECT: Registration Packet for Medium School Online National Competition

Congratulations on winning the honor of representing your state at the United States Academic Decathlon 2010 Medium School Online National Competition scheduled for April 8, 2010 (Essay and Mathematics) and April 22 & 23, 2010 (all other objective tests) beginning at 12:30 pm Central Daylight time each day. To convert your Time Zone to Central Time Zone please go to: www.timeanddate.com/worldclock, click on Converter and fill in the information. The first location choose U.S.A. Minnesota-St. Paul and the second location will be your state.

This memorandum is to advise you that the complete "Registration Packet" is made available to all state directors and team coaches on the USAD website. All registration documents and competition information can be downloaded from the USAD website www.usad.org. The deadline for returning registration materials is March 19, 2010. **The Team Verification Form must be faxed to USAD within 48 hours of your state competition. Please then mail the form to USAD so it is received in the office by March 19, 2010.** Be advised that it is very important that teams and state directors comply with the **deadline date of March 19, 2010**, so that our preparation for the competition can be done in a timely manner.

All teams **MUST** participate in a practice set-up for essay on March 30, 2010, or March 31, 2010, at 12:30 pm Central Daylight time. You will also need to participate in an objective test practice on either of these days to assure that coaches, students and proctors understand the procedure. This practice will help us confirm that all teams are able to get online and use the system as planned on the competition days.

All responsibility and liability for students rests with the state organization for the administration of the tests and supervision of the students.

Use the checklist below to assist you with management of forms as they are completed. Forms that must be completed and mailed or submitted online to a designated person are:

UNITED STATES ACADEMIC DECATHLON
National Finals – 2010
Registration Packet Checklist of Forms
All Forms are due by March 19, 2010

Completed	FORM	Mail or submit online to:
	Transcripts	USAD
	Verification of 2010 State Championship Team Form	USAD
	Student Registration and Parent Permission	USAD
	Code of Conduct	USAD
	Permission for Student Survey	USAD
	Kristin Caperton Award Nomination	USAD

Documents regarding: General Rules, Calculator Policy, Competition Schedule, etc. can also be downloaded from the USAD website: www.usad.org. Once you download forms and information materials, please read them carefully.

We are confident that you will have an enjoyable Decathlon experience.

February 2010