

2024 Fall Leadership Development Academy (FLDA)
November 15th – 17th, 2024 at Camp Kulaqua, High Springs, FL

Conference Registration Fees: \$125 for each affiliated student member, advisor, and chaperone

Options/Activities:

Pet Pumpkin Palooza – \$5 for a small pumpkin if pre-ordered (\$6 on-site, while supplies last) or \$7 for a large pumpkin if pre-ordered (\$8 on-site, while supplies last)
(Pumpkins are artificial and made of dense foam)

Passport Book – \$5 if pre-ordered (\$6 on-site, while supplies last)

Camp Rubber Duck – \$3 for 1 or \$8 for all 3 if pre-ordered (\$4 for 1 or \$11 for all 3 on-site, while supplies last)

FLDA Long-Sleeve T-Shirt – \$20 if pre-ordered (\$23 on-site, while supplies last)
(Preorder policy - Once a t-shirt has been ordered, it must be paid for, even if that person cancels his/her/their registration. Unclaimed t-shirts may be resold.)

Regional Officer Workshop (for elected Regional Officers only) – no charge

ALL schools, including Post-Secondary, MUST be accompanied by a registered advisor/chaperone. If the advisor is unable to attend, ONE chaperone/parent/alternate advisor (non-student 25 years of age or older) must be registered and designated by the Chapter Advisor as lead contact during the conference. This designation should be noted on the registration documents and should include a cell phone number. The designee will sign-in at registration and be given conference materials/information to disperse to the chapter registrants.

- **The deadline to register online is October 21st, 2024.**
 - The packet containing your school's Registration Summary (*not Current Invoice – that is for the school bookkeeper's use*), FLDA Checklist, forms, and school check/money order (**no cash or personal checks will be accepted**) must be **postmarked on or before October 23rd, 2024**. **If the packet with your payment, Registration Summary, and all forms does not have a postmark of October 23rd or before, the school's registration will be cancelled and a past due invoice for the school's registration fees will be sent.**
 - All registration fees should be included in **ONE** payment.
 - Each school (not chapter) may register current members based on up to 10% of their total HOSA membership from the 2023-2024 school year, plus an advisor/chaperone; Regional Officers or candidates should be included in that 10%. The maximum number of members that may be registered per school is 10. For brand new schools joining HOSA last year or this year, or if a school had less than 30 members in 2023-2024, up to 3 members may be registered.
 - The number of registrants and substitutions are limited to each individual school and cannot be transferred.
- **Per Board of Directors policy, there will be NO cancellations or refunds after the October 21st deadline.**
 - **All names in the registration system after it automatically closes on October 21st must be paid for (no exceptions).**
 - Substitutions for registration can be made through Friday, November 1st.
- **Payment:**
 - School check or money order (**no cash or personal checks will be accepted**).
 - Send **fully completed** Registration Packet (which includes FLDA Checklist, Registration Summary, and forms) AND payment to:

Florida HOSA, Inc.
13570 NW 101st Drive, Suite 200
Alachua, FL 32615
 - School check/money order MUST be made payable to Florida HOSA, Inc. Please also verify that your school's bookkeeper enters the correct address if utilizing previously saved records or when generating a purchase order.

The Florida HOSA State Association is a resource and support organization that does not select, control, or supervise local chapter or individual member activities except as expressly provided in the Florida HOSA Bylaws.

Online Registration Instructions

To register online, you will need your chapter's charter number and password. Through the Global/National HOSA website, www.hosa.org, on the blue bar above the search field, click on "LOGIN." On the next page, enter your charter number in the "Login" field and your password in the next field. The direct link to that log-in page is: <https://apps.hosa.org/>.

Once you are logged-in, towards the bottom of the page, you will see "cards/tiles" with names of specific conferences/HOSA functions (you may need to use the pull-down menu on the right side of the blue "Conferences" bar and select "Pending"); you are looking to click either on the card titled "FL HOSA FLDA 2024 (Registrat. Ends Oct. 21st)." After you have selected the appropriate card, the next screen will show a "Registration Summary" field and a "Registrations" field. In the "Registrations" field, on the right side of the screen, there is a red "+" sign (or you can select the "Register Members" button in the bottom right of the screen); when selected, a list of your affiliated members will be displayed.

If you do not see your members' names, they may have been typed into the Affiliation side of the system (the top part of the Main Menu after logging into the system), but the final "Submit Application" button may not have been selected to send the names to Global/National HOSA. Go back to the Main Menu by clicking on the tan triangle in the upper left corner of the screen and select the red "Finish Application" button under the blue "Membership" bar, then advance to the last page and hit the "Submit Application" button in the bottom right corner (after reading the agreement) to submit the names and complete the Affiliation Process (**not** the Conference Registration process). **Then, return to the conference card you were registering for.**

When your chapter members' names appear, click on the blue "Register" button to the left of the person's name you would like to register. On the next page, verify the "Registration Type" in the upper left for the conference, the correct spelling of the name under "Contact Information" (nametags will be printed from the online registration system), THE MEMBER'S E-MAIL ADDRESS (please double-check for accuracy), **select any additional opportunities by clicking the "Add Options/Activities" button on the right side of the screen** (this is where the Pet Pumpkin Palooza, passport book, rubber ducks, and long-sleeve t-shirt pre-ordering will occur).

After the information has been entered and verified, **hit the "Save" button in the bottom right corner of the screen to save.** If a parent, or someone else who is not affiliated as a member, will be attending and acting as a chaperone, simply click on "Register Family/Guest/Other" on the right side of the screen and complete the information