

**MAKE  
YOUR  
MARK**

**2026 MIDDLE SCHOOL &  
HIGH SCHOOL NATIONAL  
LEADERSHIP CONFERENCE**



# Attendee Guide

San Antonio, Texas | June 29–July 2

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## Get Ready For San Antonio!

We're thrilled to welcome FBLA members, advisers, and partners to the National Leadership Conference in San Antonio, TX this June 29-July 2, 2026. This guide includes everything you need to know before you go to NLC!

## Preparing for Conference

### FBLA Online Helpdesk

Do you have a question? Check out the [FBLA Helpdesk](#) where you can search a list of articles for the answer to your questions. Scan or click the QR code to access the helpdesk.



### FBLA, Inc. Conference App

The FBLA App will be **live on June 15 at 12 PM ET**. Attendees will be e-mailed their login information.

The conference app will be your source for the most up-to-date information at the conference, including:

- Full Conference Schedule
- Competitive Event Finalist Lists
- Conference Announcements
- Shuttle Schedules
- Conference Maps
- And more!



### App Reminders

- **App Updates:** If there is a red notification in the top right-hand corner, click it! That means there has been an update to the app!
- **Maximize Settings:** Click the gear for settings in the top right-hand corner to enter settings.
  - **Allow Notifications** – Turn notifications on. This is how conference organizers will communicate with attendees.
  - **Download Full Event Content:** Be sure to download content each morning to ensure you can access it with or without Wi-Fi.

## App Navigation Tips

	<b>Announcements</b>	This is where you will find a record of event announcements. Check regularly!
	<b>Conference Schedule</b>	<p>This is your primary schedule – here are some tips for navigating:</p> <ul style="list-style-type: none"> <li>• Search Bar – Use the search bar at the top of your screen for specific sessions.</li> <li>• Date – Be sure to move through each date at the top of your screen.</li> <li>• Upcoming Tab – Highlights activities happening in the next four hours.</li> <li>• Sessions Tab – Breaks down specific workshops and competitive events.</li> <li>• At a Glance Tab – Displays the conference schedule at a glance.</li> <li>• My Schedule – Displays all sessions that you have added to your calendar.</li> </ul>
	<b>Speakers</b>	Learn more about the featured speakers and workshop presenters.
	<b>Exhibitors</b>	Plan for which exhibitors you want to visit in the Expo by learning about them before you arrive. You'll also find information on giveaways, discounts, and more!
	<b>Tracks</b>	Find a list of workshops by the tracks that interest you.
	<b>Give Us Feedback!</b>	<p>Find feedback surveys throughout the event. Your feedback is essential as we continue to innovate and improve future events.</p> <ul style="list-style-type: none"> <li>• General Feedback – Please feel free to share your feedback at any time throughout the conference through this survey.</li> <li>• Session Feedback Survey</li> <li>• Future Leaders Expo Feedback Survey</li> <li>• Post-Conference Feedback Survey</li> </ul>
	<b>Document Center</b>	<p>All important documents can be found here including:</p> <ul style="list-style-type: none"> <li>• Attendee Guide</li> <li>• Competitive Event Schedules</li> <li>• Food Vendor Hours &amp; Menus</li> <li>• Shuttle Schedules</li> <li>• Conference Map</li> <li>• And more!</li> </ul>
	<b>NLC Goosechase</b>	Engage! Find missions for you to complete throughout the conference and earn points for your engagement. Prizes will be given!



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## Conference Check-In

### Conference Check-In

Please note: Conference check-in varies by state. Some states will distribute registration materials at the convention center, while others will manage distribution independently. Participants in those states should follow the check-in location and timing instructions provided by their State Leaders. Your check-in packets will include name badges, lanyards, ribbons earned, pre-ordered items including General Session Guest Passes, Headshot & Chapter Photo Vouchers, Social Activity Passes, Pins, and T-Shirts.

### National Check-In

Attendees in these states should follow the check-in at the **Henry B. Gonzalez Convention Center, Main Lobby** on June 28<sup>th</sup> from 4 PM to 8:30 PM or June 29<sup>th</sup> from 7 AM to 6 PM.

American Samoa	Kansas	North Carolina	US Virgin Islands
Arkansas	Kentucky	Ohio	Utah
Connecticut	Massachusetts	South Carolina	Vermont
Illinois	Michigan	Tennessee	Virginia
Indiana	Mississippi	Texas	Washington, D.C.
			Wisconsin

### State Check-In

Attendees in these states should follow the check-in location and timing instructions provided by their State Leaders.

Alabama	Iowa	New Jersey	Rhode Island
Arizona	Louisiana	New York	South Dakota
California	Maryland	North Dakota	Washington
Canada	Missouri	Oklahoma	West Virginia
Colorado	Nebraska	Oregon	Wyoming
Florida	Nevada	Pennsylvania	
Georgia	New Hampshire	Puerto Rico	

### Hotel Support

For questions about your specific hotel (e.g., amenities, check-in details, or room requests), please contact the hotel directly. For reservation-related questions, refer to the list below based on your state.

### FBLA Housing Coordinator

Attendees in these states should contact the HPN Global for hotel reservation support. HPN Global can be reached at [FBLA@hpnglobal.com](mailto:FBLA@hpnglobal.com), or 480-998-9770 Ext: 2 between the hours of 8 AM -8 PM ET

Arkansas	Kansas	North Carolina	Virginia
Canada	Kentucky	Ohio	Washington, D.C.
Connecticut	Massachusetts	Oklahoma	West Virginia
Florida	Michigan	Rhode Island	Wyoming
Illinois	Mississippi	US Virgin Islands	
Indiana	New Hampshire	Vermont	

### State Leader Housing Coordinator

Attendees in these states should their State Leader first for hotel reservation support.

Alabama	Louisiana	New York	Tennessee
Arizona	Maryland	North Dakota	Texas
California	Missouri	Oregon	Utah
Colorado	Nebraska	Pennsylvania	Washington
Georgia	Nevada	Puerto Rico	Wisconsin
Iowa	New Jersey	South Dakota	

## Packing List

### Clothing

- FBLA Dress Code Attire for 4 Days
- Tennis Shoes
- Sandals/Flip Flops
- FBLA Shirts
- Lounge bottoms/shirt
- Casual clothes for exploring the city
- Undergarments
- Socks (Black and White)
- Pajamas
- Swimsuit
- Cover Up

### Toiletries

- Shower Items (Shampoo/Conditioner, Body Wash, Shaver, Shaving Gel)
- Tooth Items (toothbrush, mouthwash, toothpaste)
- Deodorant
- Feminine Hygiene Products
- Brush, Hair Tie, and Bobby Pins
- Contact Solution/Glasses
- Make-up
- Face Wash/Make-up Remover
- Lotion
- Sunscreen
- Aloe (in case of sunburn)
- Hand Sanitizer
- Neosporin/Anti-Itch Cream
- Band-Aids
- Fingernail Polish/Clear for Nylons
- Wipes
- Medications (Tylenol), Vitamins, Allergy Pills

- Chap Stick
- Straightener/Curler
- Tide Stain Stick/Little Laundry Packets/Shout Wipes/Fabric Sheets (for shoes)

### Bus/Plane Travel

- Small travel bag
- Small pillow
- Small blanket
- Snacks
- Gum/Mints
- Water Bottle (empty if traveling by plane)

### Miscellaneous

- **FBLA Competitive Events Items** (check the guidelines for specific items needed)
- Computer/Tablet and charger (if needed for competitive event or certification)
- Photo ID (for high school competitors)
- Small bag to take to sessions with you. A tie bag or shoulder bag are two examples
- Notebook/pen for notes at sessions
- Phone Charger
- Phone (with the FBLA App downloaded!)
- Headphones
- Book/Magazines
- Garbage bags (for garbage on a bus and dirty clothes)
- Money for Food and Souvenirs
- Sewing Kit
- Umbrella
- Sunglasses
- Hat

## Event Logistics

### Conference Lost & Found

Lost and found will be located at the conference info desk in the convention center main lobby.

### Wi-Fi in the Convention Center

Free Wi-Fi is available in all public spaces at the Henry B. Gonzalez Convention Center. There is no password but account registration and email verification is required to sign in on-site.

### Exclusive Dining Discounts

[Check out](#) *Visit San Antonio's* exclusive dining discounts for conference attendees.

### Dining Options at the Convention Center

A wide variety of concessions will be available in the Future Leaders Expo Hall (Hall 3 & 4A). There are also [three onsite dining locations](#) throughout the Henry B. Gonzalez Convention Center to enjoy. Options will be available for both breakfast and lunch on site, as well as for dinner during general sessions. A full schedule and menu will be available in the documents section of the conference app.

*Payment Options:* The Convention Center is a cashless facility.

## Conference Shuttles

FBLA is pleased to offer shuttle service to and from designated hotels throughout the National Leadership Conference. Due to high demand, attendees should plan ahead and allow extra travel time.

- Expect wait times. Plan for **at least 1 hour** to travel
- Check the conference app for real-time updates and schedule changes
- Limited-service hotels operate as **courtesy shuttles** (central pick-up location) - walking may be faster in some cases

## Shuttle Schedules

Shuttle service runs daily with varying frequency based on time of day and demand. Last shuttle departs 30 minutes after events end.

### Sunday, June 28

- 4 PM – 10 PM → Every 30 minutes

### Monday, June 29

- 6 AM – 10:30 AM → Every 15–20 minutes
- 10:30 AM – 4:30 PM → Every 30 minutes
- 4:30 PM – Event End → Every 15–20 minutes

### Tuesday, June 30

- 6 AM – 10:30 AM → Every 15–20 minutes
- 10:30 AM – 3:30 PM → Every 30 minutes
- 3:30 PM – 6:30 PM → Every 15–20 minutes

### Wednesday, July 1

- 6 AM – 10:30 AM → Every 15–20 minutes
- 10:30 AM – 3:30 PM → Every 30 minutes
- 3:30 PM – 6:30 PM → Every 15–20 minutes

### Thursday, July 2

- 8 AM – 1 PM → Every 15–20 minutes
- 1 PM – 3 PM → Every 30 minutes
- 3 PM – Event End → Every 15–20 minutes

## Shuttle Maps & Pick-Up Locations

Shuttle maps will identify all routes and designated pick-up and drop-off points. Hotels will have lobby signage directing attendees to shuttle locations, and the Convention Center will feature on-site signage to guide attendees to the correct shuttle routes.

Hotel	Route	Shuttle Service
AC Hotel San Antonio Riverwalk	Route 7 - Yellow	Limited Service
Canopy by Hilton San Antonio Riverwalk	Route 8 - Lime Green	Limited Service
Courtyard by Marriott Airport	Route 2 - Blue	Full Service
Courtyard by Marriott San Antonio Riverwalk	Route 8 - Lime Green	Limited Service
Courtyard San Antonio Downtown/Market Square	Route 5 - Orange	Full Service
Crowne Plaza San Antonio Airport	Route 2 - Blue	Full Service
DoubleTree by Hilton San Antonio Airport	Route 1 - Red	Full Service
DoubleTree by Hilton San Antonio Downtown	Route 5 - Orange	Full Service
DoubleTree by Hilton San Antonio Northwest	Route 3 - Green	Full Service
Drury Inn & Suites Riverwalk	Route 8 - Lime Green	Limited Service
Drury Inn & Suites San Antonio Northwest	Route 3 - Green	Full Service
Drury Plaza Hotel San Antonio Airport	Route 1 - Red	Full Service
Drury Plaza Hotel San Antonio Riverwalk	Route 9 -Teal	Limited Service
Element San Antonio Riverwalk	Route 7 - Yellow	Limited Service
Embassy Suites San Antonio Riverwalk	Route 7 - Yellow	Limited Service
Emily Morgan Hotel, a DoubleTree by Hilton	Route 6 - Pink	Limited Service
Estancia del Norte San Antonio	Route 1 - Red	Full Service
Fairfield Inn & Suites San Antonio Alamo Plaza	No Service	No Service
Grand Hyatt San Antonio River Walk	No Service	No Service
Hampton Inn San Antonio Downtown (Riverwalk)	No Service	No Service
Hilton Palacio del Rio	No Service	No Service
Holiday Inn Northwest/SeaWorld Area	Route 4 - Purple	Full Service
Holiday Inn Riverwalk	Route 8 - Lime Green	Limited Service
Homewood Suites by Hilton SeaWorld	Route 4 - Purple	Full Service
Hotel Contessa	Route 9 -Teal	Limited Service

Hotel	Route	Shuttle Service
Hotel Indigo San Antonio Riverwalk	Route 6 - Pink	Limited Service
Hotel Valencia Riverwalk	Route 8 - Lime Green	Limited Service
Hyatt Place San Antonio Riverwalk	Route 9 -Teal	Limited Service
Hyatt Regency San Antonio Riverwalk	No Service	No Service
InterContinental San Antonio Riverwalk	Route 7 - Yellow	Limited Service
Kimpton Santo San Antonio - Riverwalk	No Service	No Service
La Quinta Inn & Suites Airport	Route 2 - Blue	Full Service
La Quinta Inn & Suites Medical Center	Route 3 - Green	Full Service
La Quinta Inn & Suites San Antonio Riverwalk	No Service	No Service
Marriott San Antonio Airport	Route 1 - Red	Full Service
Menger Hotel	No Service	No Service
Omni La Mansion del Rio	Route 8 - Lime Green	Limited Service
Plaza San Antonio Hotel and Spa	No Service	No Service
Riverwalk Plaza Hotel	Route 9 -Teal	Limited Service
San Antonio Marriott Rivercenter	No Service	No Service
San Antonio Marriott Riverwalk	No Service	No Service
San Antonio Marriott Northwest Medical Center	Route 3 - Green	Full Service
Sonesta ES Suites San Antonio DT Alamo Plaza	No Service	No Service
SpringHill Suites San Antonio Alamo Plaza	No Service	No Service
The Crockett Hotel	No Service	No Service
The Gunter Hotel San Antonio Riverwalk	Route 8 - Lime Green	Limited Service
The St. Anthony, a Luxury Collection Hotel	Route 6 - Pink	Limited Service
The Westin Riverwalk, San Antonio	Route 9 -Teal	Limited Service
Tru by Hilton San Antonio Downtown Riverwalk	No Service	No Service

### Transportation to/from Airport

Please note: FBLA does not provide airport transportation; chapters are responsible for coordinating their own travel arrangements to and from the airport. Below are potential options for attendees.

**Hotel Shuttles:** There are several hotels that provide free shuttle service to and from the airport. Check out the [airport's website](#) to find hotels that offer this service to their guests.

**Supershuttle:** Booking available via [SuperShuttle's website](#).

### Private Bus Reservations at Convention Center

Does your group plan to use a private bus for transportation to/from the Convention Center? Any groups that plan to have a private bus drop-off or pick up students during the conference must notify FBLA at [support@fbla.org](mailto:support@fbla.org) for further instructions.

### Safety & Security

- Keep your NLC badge with you as you travel in San Antonio, but don't wear it outside the convention center.
- Sharing your NLC badge is strictly prohibited. Additionally, sharing the badge weakens on-site security and prevents FBLA from reaching your emergency contact(s) if needed.
- Students should never travel alone. Always travel with a partner or in groups.
- When walking, stick to well-lit, busy areas. Don't be distracted by your cell phone. Stay alert of your surroundings.
- Project a confident image; walk with a purpose.
- Heed warnings about the weather. Strong winds may affect transportation schedules.
- Ride the FBLA buses to and from the San Antonio Convention Center to your hotel.
- Advisers should always know the whereabouts of their students.
- Keep your hotel room secure by always closing and locking your door, even if you're inside.
- Always keep valuables and personal items such as your laptop under close supervision and out of view.

- When in crowds, stay vigilant for thieves such as pickpockets. Maintain close control of handbags and purses and avoid placing valuables such as wallets and cell phones in back pockets.
- When using an ATM, keep a close watch on your surroundings. If possible, use an ATM in a well-lit public area and do not use it alone. Do not count money received while standing near the ATM.
- If you see something, say something. Contact local emergency authorities and FBLA staff.
- Do not give your phone number to anyone.
- Do not go off with anyone you don't know.
- Do not give money to panhandlers.
- If you are the victim of a robbery, it is inadvisable to fight or resist. Hand over cash and valuables and take no aggressive action unless forced to do so.

### Health and Medical Attention

If there is a medical emergency at the Henry B. Gonzalez Convention Center:

1. Assess the situation and remove any hazards.
2. Call 911 and give your location and a description of the medical emergency.
3. Do not move the injured person unless there is imminent danger.
4. Call HBGCC Building Security at (210) 207-7773.
5. Call the FBLA Emergency Line at (703) 439-1911.
6. Stay until help arrives.

### First Aid Stations On-Site

A First Aid station will be available in the main lobby of the Convention Center.

### Nearest Hospital to Convention Center

- Baptist Medical Center: 111 Dallas St, San Antonio, TX 78205 (Open 24 hours)

### Nearest Urgent Care to the Convention Center

- Concentra Urgent Care: 400 E Quincy St, San Antonio, TX 78215
- Urgent Care Express Med – University Health Robert B. Green Campus: 903 W Martin St 1st Floor, San Antonio, TX 78207

### Nearest Pharmacies

- Lone Star Rx Assistance: 310 S St Mary's St, San Antonio, TX 78205
- CVS Pharmacy: 300 E Commerce St, San Antonio, TX 78205
- Walgreens Pharmacy: 300 E Houston St, San Antonio, TX 78205

### Other Emergency Information

A copy of the Henry B. Gonzalez Convention Center's Emergency Plan is [available online](#).

### Mother's Rooms

There are two (2) lactation rooms available for use within the Convention Center. One is in the East Wing in Room 1212 between Halls 3 & 4. The second is in the West Wing in Room 2137, next to Room 215 in Parkview.

## Experience NLC

### Schedule at a Glance

Below are some of the programming highlights of the NLC.

A full conference schedule can be found in the conference app. Tips for navigating schedule on app:

- Search Bar – Use the search bar at the top of your screen for specific sessions.
- Date – Be sure to move through each date at the top of your screen.
- Upcoming Tab – Highlights activities happening in the next 4 hours.
- Sessions Tab – Breaks down specific workshops and competitive events.
- At a Glance Tab – Displays the conference schedule at a glance.
- My Schedule – Displays all sessions that you have added to your calendar.
- Below are some of the programming highlights of the NLC.

## Tentative Schedule at a Glance

*\*Below is a tentative schedule at a glance. Please note these times are subject to change between now and the conference.*

### Sunday, June 28, 2026

4:00	-	8:30 PM	Early Conference Check-In & Info Desk Open
7:00	-	10:00 PM	Optional Social Activity
		12:00 AM	Curfew

### Monday, June 29, 2026 (Day 1)

7:00 AM	-	6:00 PM	Conference Check-In & Info Desk Open
8:00 AM	-	6:00 PM	Competitive Events Info Desk Open
8:30 AM	-	5:30 PM	Competitive Events
8:30 AM	-	6:30 PM	LifeSmarts Competition
9:00 AM	-	11:30 AM	Competitive Events Event Administrator & Judge Manager Orientation
9:00 AM	-	10:00 AM	National Officer Candidate Orientation
9:00 AM	-	4:00 PM	Workshops
10:00 AM	-	4:00 PM	Future Leaders Expo Hall Open
6:00 PM	-	7:00 PM	Doors Open for Opening General Session
7:00 PM	-	9:00 PM	Opening General Session
		12:00 PM	Curfew

### Tuesday, June 30, 2026 (Day 2)

7:00 AM	-	5:00 PM	Conference Info Desk Open
7:00 AM	-	6:00 PM	Competitive Events Info Desk Open
8:30 AM	-	6:00 PM	Competitive Events
9:00 AM	-	4:00 PM	Workshops
9:00 AM	-	4:00 PM	Future Leaders Expo Hall Open & National Officer Candidate Campaign Booths
12:00 PM	-	1:00 PM	Regional Campaign Rally & Recognition Session (Eastern Region)
1:30 PM	-	2:30 PM	Regional Campaign Rally & Recognition Session (Central Region)
3:00 PM	-	4:00 PM	Regional Campaign Rally & Recognition Session (Western Region)
4:30 PM	-	5:30 PM	Regional Campaign Rally & Recognition Session (Southern Region)
		12:00 AM	Curfew

### Wednesday, July 1, 2026 (Day 3)

5:00 AM			Competitive Events Finalists Posted
7:00 AM	-	5:00 PM	Conference Info Desk Open
7:00 AM	-	6:00 PM	Competitive Events Info Desk Open
8:00 AM	-	6:00 PM	Competitive Events
8:00 AM	-	9:00 AM	Q&A Session for the offices of President, Secretary, and Treasurer (Invite only for State Presidents & State Voting Delegates)
9:00 AM	-	1:00 PM	Future Leaders Expo Hall
9:00 AM	-	2:00 PM	Workshops
12:00 PM	-		National Officer Election Voting Window Opens
1:00 PM	-	5:30 PM	Business Achievement Awards Capstone Competitive Review Finals
1:00 PM	-	6:00 PM	Certification Lab
6:00 PM	-		Optional Social Activity
		12:00 AM	Curfew

### Thursday, July 2, 2026 (Day 4)

9:00 AM	-	10:00 AM	Doors Open for Middle School Awards of Excellence General Session
10:00 AM	-	12:00 PM	Middle School Awards of Excellence General Session
		12:00 PM	National Officer Election Voting Window Closes
4:00 PM	-	5:00 PM	Doors Open for High School Awards of Excellence General Session
5:00 PM	-	9:00 PM	High School Awards of Excellence General Session
		12:00 AM	Curfew

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## General Sessions

### General Session Pre-Show Entertainment

**Come early for the Pre-Show!** Enjoy music with our DJ and beat the shuttle rush—let's light up the room before the session begins!

### Opening Session

Join us for a fantastic, fast-paced opening session to kick off the NLC! Along with favorites like the Parade of States & Territories and the Adviser Wall of Fame recognition, we'll hear from the National Officer Team, keynote speaker, Jared Ebersole, and meet the candidates running for national office.

### Awards of Excellence General Session

Celebrate our competitive events winners and Business Achievement Award Capstone Award winner! Plus, meet the new National Officer Team who will be the member voice of FBLA in the 2026-2027 membership year.

### Guest Passes

Guest passes are available to purchase for \$30 per session. If guest passes were pre-ordered, they will be included in your conference check-in materials. Guest passes will be sold on site as inventory allows in the FBLA Shop during expo hours, as well as outside of Hall 1 beginning one hour before each session. We do anticipate these sessions will sell out.

## Tentative Workshop Schedule

Please note that this schedule is tentative. Attendees should refer to the FBLA App on site for the most up-to-date information. Workshops are located on the second level of the Henry B. Gonzalez Convention Center

[Click here for a preview of the NLC workshops.](#)

### Adviser Programming

Did you know there is plenty for advisers to do, too? Over **90+ Workshops**, these workshops were specifically designed with FBLA advisers in mind. Some workshops will be for advisers only, while others are geared towards advisers and student leaders. Look for workshops in the **Make Your Mark as an FBLA Adviser/Educator** track! The **Adviser Lounge (Future Leaders Expo Hall)**, this exclusive space is the perfect place to network with other advisers, share best practices, relax in a message chair, charge your phone, answer emails or take a break from the hustle and bustle of the conference.

### Member Workshops

Did you know there are more than 175 workshops for members to attend at NLC? These workshops are directed towards both middle school and high school members. These interactive sessions focus on building leadership, business knowledge, and real-world skills. Some workshops are tailored by division, while others bring members together to collaborate and grow. Middle School members, look for workshops in the **Make Your Mark as You Explore Your Future** track, but you are welcome to attend the high school workshop tracks too! All members should look for the sessions that will help you explore careers, strengthen skills, and make your mark in FBLA!

## Workshop Tracks

### Make Your Mark...

**In YOUR Career** – Great for Members Who Want to Explore Career Options & Pathways

- Career Clusters
- Industry Trends
- Certifications
- What Employers Look For
- "A Day in the Life" Sessions

**With Skills that Matter** – Great for Members Wanting to Build Strong Workplace-Ready Skills

- Communication
- Teamwork

- Problem-Solving
- Emotional Intelligence
- Professional Behavior

**With Technology & Innovation** – Great for Members Who are Curious about How Technology Shapes Careers

- AI Basics
- Digital Tools
- Tech Careers
- Responsible Tech Use

**As a Leader** – Great for Members Wanting to Grow Confidence & Leadership

- Student Leadership
- Confidence Building
- Public Speaking
- Team Leadership
- CTSO Officer Skills

**With Your Personal Brand** – Great for Members Wanting to Stand Out Professionally

- Résumé Basics
- CTSO to Résumé Connections
- Digital Footprint
- Professional Image

**Through Entrepreneurship & Creativity** – Great for Members Who Enjoy Ideas, Innovation, & Problem-Solving

- Business Ideas
- Marketing
- Creativity
- Innovation Challenges

**As You Explore Your Future (Middle School)–** Great for Middle School Members Who are Beginning to Explore Careers and Plan for High School

- Time Management & Organization
- Exploring Interests & Strengths
- Building Confidence for New Experiences
- Connecting School Choices & Courses to Future Goals
- Introduction to Careers & Industries/Career Clusters
- Understanding How FBLA Fits into High School & Beyond

**As an FBLA Adviser/Educator** – Great for Advisers Who Want to Strengthen Their Chapters, Support Student Leaders, & Grow in Their Role – Whether New to FBLA or Experienced!

- Support and Guiding Student Leaders
- Recruitment, Retention, and Member Engagement
- Using FBLA Experiences to Reinforce Classroom Learning
- Skills Students Need for Careers
- Supporting Student Leadership and Involvement

## Future Leaders Expo Hall

Step into the Future Leaders Expo Hall—where the energy is nonstop, and the opportunities are endless! Attendees can connect face-to-face with our partners and sponsors and network with hundreds of FBLA members from across the country. The Expo Hall is packed with interactive experiences, including national officer candidate campaign booths and a high-energy Member Hub featuring a spin-to-win prize wheel, an Elections Help Desk, and so much more.

## Hours of Operation

June 29<sup>th</sup> from 10 AM to 4 PM

June 30<sup>th</sup> from 9 AM to 4 PM

July 1<sup>st</sup> from 9 AM to 1 PM

## Visit the FBLA Shop

Visit the FBLA Shop to get official conference merch, including exclusive ribbons and pins! Purchase the 2026 NLC pin, along with comfy lounge pants, drinkware, decals, and much more. The FBLA Shop accepts credit and debit cards and contactless payments.



## Meet with Exhibitors

- AACSB International
- Alzheimer's Association
- Anderson's PromUs
- Arizona State University
- Ben Speaks at Schools
- Bentley University
- Beta Gamma Sigma
- Bravo Care
- CLA
- College Board
- College of Charleston
- Connected Nation
- Embry-Riddle
- Empowerly College Counseling
- Encourage
- Experience Columbus
- Explore.Act.Tell
- Faithfully Yours
- FICO
- Flare
- funds2orgs
- Game Bibs
- George Mason University
- Gigaplex Academy
- Global Brigades
- G-W Publisher
- iCEV
- InstaRaise
- Iowa State University
- It's A Hoot
- Jostens
- Kendra Scott
- Knowledge Matters
- Leadership Intiatives
- Liberty University
- Long Island University
- MBA Research and Curriculum Center
- Men's Wearhouse
- National Association of Enrolled Agents (NAEA)
- National Business Education Association (NBEA)
- National Retail Federation
- National Society of Collegiate Scholars
- National Technical Honor Society
- Next Generation in Trucking
- North Dakota State University College of Business
- Ozark Delight Candy
- Pin - Centives
- Poppin' Jobs
- Ringling College of Art and Design
- Rubin Education
- Savannah College of Art and Design (SCAD)
- Southern Arkansas University
- Spirit Box LLC
- Stephen F. Austin State University
- Stock Market Game by the SIFMA Foundation
- Stukent
- Texas State University
- Thunderbird School of Global Management
- Trinity University
- U.S. Department of Labor
- United States Air Force
- United States Army
- United States Coast Guard
- University of Kentucky - Gatton Business & Economics
- University of Missouri Trulaske College of Business
- University of Nebraska-Lincoln
- University of Utah - David Eccles School of Business
- University of Wyoming College of Business
- UWorld
- We Help Two
- Wharton Global Youth Program & Wharton Academy
- Wise
- Worcester Polytechnic Institute

# BECOME AN ENROLLED AGENT

## What is an Enrolled Agent?

Enrolled agents (EAs) are America's Tax Experts®. They are the only federally-licensed tax practitioners who both specialize in taxation and have unlimited rights to represent taxpayers before the Internal Revenue Service. These tax specialists have earned the privilege of representing taxpayers before the IRS by either passing a three-part examination covering individual tax returns; business tax returns; and representation, practice and procedure or through relevant experience as a former IRS employee. All candidates are subjected to a rigorous background check conducted by the IRS.



**NAEA Career  
Panel Discussions**



**WATCH NOW** ▶

## How Enrolled Agents Stand Out



### Credibility

Enrolled Agent status is the highest credential the IRS awards.



### Experience

All EAs specialize in taxation and go beyond basic requirements.



### Expertise

Enrolled agents have unlimited practice rights before the IRS

## Top Reasons To Become An EA:

- ⊗ Fewer requirements than obtaining CPA license
- ⊗ EAs are more than tax practitioners with IRS Representation expertise
- ⊗ Higher salary potential compared to unenrolled tax preparers
- ⊗ EAs can practice in any state

## What Enrolled Agents Do

Enrolled agents advise, represent, and prepare the tax returns of individuals, partnerships, corporations, estates, trusts, and any other entity with tax reporting requirements. EAs prepare millions of tax returns each year and their expertise in the continually changing field of taxation enables them to effectively represent taxpayers audited by the IRS. In addition to tax preparation and tax representation, many enrolled agents offer other business-related services, which may include:

**Bookkeeping**



**Financial planning or budgeting**



**Payroll Services**



**Preparation and Assistance**



## Headshots & Chapter Photos

Headshots & Chapter Photos will be completed on June 30 from 10 AM to 4 PM in the Future Leaders Expo Hall. Attendees that pre-ordered headshots or chapter photos will have vouchers included in their check-in materials to be used at any point during this time.

**Didn't pre-order?** You can still purchase headshots and chapter photos on-site in the FBLA Shop.

- Headshots: \$15
- Chapter Photos: \$25

## Volunteer Thank You Notes

Did you know hundreds of people volunteer to make the National Leadership Conference possible? Head to the Member Hub in the Future Leaders Expo Hall to write a thank you note for a volunteer.

## Visit the FBLA Member Hub

Swing by the **Member Hub** for fun activities, giveaways, and unforgettable experiences throughout NLC!

- **Play Expo Bingo** in the Conference App for a chance to win prizes.
- **Spin the prize wheel** and pick up some fun FBLA swag, including keychains, notebooks, sunglasses, and more.
- **Relax & connect at the FBLA Café.** Grab a refreshing drink, meet other attendees, and take a break between sessions.
- **Join the fun with games and activities,** including giant Jenga, bags (cornhole), and other casual networking opportunities.
- **Capture your NLC memories** at the photo booth and stop by the sticky note wall to share appreciation and encouragement with others.
- **Check out the FBLA Studio** for even more interactive experiences during NLC.

## Goosechase

It's time to join the flock, FBLA! Get ready for an adventurous NLC filled with challenges and missions. Use Goosechase to engage with all that the conference has in store. The experience opens June 28 at 7 AM and winners will be selected on July 2 at 12 PM. Winners will be announced prior to the Awards of Excellence General Session.

### How to Play

1. Download the Goosechase [iOS](#) or [Android](#) app.
2. Log in. New to Goosechase? Sign up for an account or play as a guest.
3. Search for this Experience by code
  - Middle School Experience: **8QMQ3X**
  - High School Experience: **YIWJBC**
4. Enter the password – **NLC2026**
5. Create your player profile and set yourself apart with a name and photo and click Save.

## Certification Lab

Pre-Registration was required through the registration system by May 12. No on-site registration will be available. An email was sent at the end of May to registered members and advisers with further information. Testing will take place on July 1<sup>st</sup> from 1 PM – 6 PM in the Hemisfair Ballroom at the Henry B. Gonzalez Convention Center. Please bring your own fully charged laptop, power will not be available.

- **Ethical Leadership Exam**, by *MBA Research*, 1 PM
- **Personal Finance Certification for Educators**, by *W!SE*, 1 PM
- **Financial Literacy Certification for Students**, by *W!SE*, 1 PM
- **A\*S\*K Fundamentals of Ethics**, by *MBA Research*, 1:45 PM
- **A\*S\*K Fundamentals of Business Concepts**, by *MBA Research*, 3 PM
- **A\*S\*K Concepts of Finance**, by *MBA Research*, 3 PM
- **Southwest Airlines Professional Communications**, by *iCEV*, 4 PM
- **Business Office Technology**, by *iCEV*, 4 PM
- **Career Preparedness**, by *iCEV*, 4 PM

## Special Events

There are several special events taking place this year during the conference. See below for additional notes on each.

### Regional Campaign Rally & Recognition Session

Join us as we recognize and honor the top Scholarship, Membership & Partner award winners. Chapters and individuals receiving awards – bring all chapter members to celebrate accomplishments! State Officers and State Leaders are strongly encouraged to attend. Chapter voting delegates are required to attend to hear the campaign speeches.

Region Times – regions are included on nametags:

- Eastern Region – June 30 at 12 PM
- Central Region – June 30 at 1:30 PM
- Western Region – June 30 at 3 PM
- Southern Region – June 30 at 4:30 PM

Session Recognition includes:

- Regional Council Members
- Business Achievement Awards
- Who's Who & Young Leader
- Outstanding Local Chapter Adviser
- Gold Seal Chapters
- Champion Chapter – Top 10 Chapters
- Largest Local & State Chapter Membership
- Scholarship Recipients
- Alzheimer's Association Top Local & State Fundraiser
- LifeSmarts Finalist & Winners
- Stock Market Game – Top 3 Teams from Fall & Spring

## Competitive Events

### Competitive Event FAQs

Visit FBLA's online support center. [View answers to your most frequently asked questions.](#)

### Competitive Events Honor Code

All competitors must abide by the competitive event's [Honor Code](#).

### Competitive Events Guidelines

The Competitive Events Guidelines will be followed at the National Leadership Conference. View the guidelines on the national website, [here for high school guidelines](#) and [here for middle school guidelines](#).

- Virtual Business Challenge – Top 3 Teams
- Regional Vice President Candidate Speeches

### State Meetings

Some states are hosting state meetings at the conference. Check the conference app for the time, date, and location of your state meeting. For questions, reach out to your State Leader.

### Visit San Antonio Discounts

#### Show Us Your Badge Program

NLC attendees can take advantage of the "Show Us Your Badge" program which offers exclusive discounts at more than 50 downtown restaurants and attractions by simply showing your conference badge.

#### SeaWorld San Antonio

Enjoy the rides and learn more about ocean animals through live presentations with dolphins, orcas, and more!

Exclusive FBLA discounts can be found [here](#). If interested in purchasing group tickets, please contact [Sam.Sargeant@SeaWorld.com](mailto:Sam.Sargeant@SeaWorld.com) referencing FBLA.

#### San Antonio Zoo

Get up close with wildlife from around the world at the San Antonio Zoo! Explore immersive habitats, enjoy engaging keeper talks, and discover fascinating animals. **Exclusive FBLA discounts can be found here:** [San Antonio Zoo Store](#)

### \*Competitor ID Form – HIGH SCHOOL ONLY

If a high school competitor does not have a photo ID, please visit [this Help Desk article](#) or the Competitive Events Information Desk for a competitor ID form.

### \*\*Laptop Device Checks

For testing events, [review the sample test](#) to ensure devices can access the testing platform.

### Competitive Events Study Room

Need to spend some time studying for a test or prepping for upcoming event? Head to room 221 for some space to prep for your event!

## Middle School Competitive Event Schedules

[Click here to see the overall 2026 NLC Middle School Competitive Events Schedule](#)

\*Click [here](#) to see the MIDDLE SCHOOL preliminary presentation and objective event schedule.

Competitive Event	Test	Preliminary Round	Final Round
Annual Chapter Activities Presentation	N/A	June 29, Afternoon	July 1, Morning
Career Exploration	July 1, 10:00 AM	N/A	N/A
Career Research	N/A	June 29, Afternoon	July 1, Morning
Community Service Presentation	N/A	June 29, Afternoon	July 1, Morning
Digital Citizenship	July 1, 10:00 AM	N/A	N/A
Exploring Accounting and Finance	July 1, 9:00 AM	N/A	N/A
Exploring Agribusiness	July 1, 8:00 AM	N/A	N/A
Exploring Animation	N/A	June 29, Afternoon	July 1, Morning
Exploring Business Communication	July 1, 8:00 AM	N/A	N/A
Exploring Business Concepts	July 1, 10:00 AM	N/A	N/A
Exploring Business Ethics	June 30, 8:00 AM	June 29, Afternoon	July 1, Morning
Exploring Business Issues	N/A	June 29, Afternoon	July 1, Morning
Exploring Coding & Programming	N/A	June 29, Afternoon	July 1, Morning
Exploring Computer Science	July 1, 10:00 AM	N/A	N/A
Exploring Customer Service	N/A	June 29, Afternoon	July 1, Afternoon
Exploring Digital Video Production	N/A	June 29, Afternoon	July 1, Afternoon
Exploring Economics	July 1, 11:00 AM	N/A	N/A
Exploring FBLA	July 1, 10:00 AM	N/A	N/A
Exploring Leadership	July 1, 11:00 AM	N/A	N/A
Exploring Management & Entrepreneurship	N/A	June 29, Afternoon	July 1, Afternoon
Exploring Marketing Concepts	July 1, 9:00 AM	N/A	N/A
Exploring Marketing Strategies	N/A	June 29, Afternoon	July 1, Afternoon
Exploring Parliamentary Procedure	July 1, 10:00 AM	N/A	N/A
Exploring Personal Finance	July 1, 11:00 AM	N/A	N/A
Exploring Professionalism	July 1, 11:00 AM	N/A	N/A
Exploring Public Speaking	N/A	June 29, Afternoon	July 1, Afternoon
Exploring Technology	July 1, 11:00 AM	N/A	N/A
Exploring Website Design	N/A	June 29, Afternoon	July 1, Afternoon
Interpersonal Communication	July 1, 11:00 AM	N/A	N/A
Slide Deck Applications	June 29, 8:30 AM	N/A	N/A
Spreadsheet Applications	June 29, 8:30 AM	N/A	N/A
Word Processing	June 29, 8:30 AM	N/A	N/A

## High School Competitive Event Schedules

[Click here to see the 2026 NLC High School Competitive Events Schedule](#)

\*Click [here](#) to see the HIGH SCHOOL preliminary presentation and objective event schedule.

Competitive Event	Test	Preliminary Round	Final Round
Accounting	June 30, 9:00 AM	N/A	N/A
Advanced Accounting	June 30, 10:00 AM	N/A	N/A
Advertising	June 30, 11:00 AM	N/A	N/A
Agribusiness	June 30, 1:00 PM	N/A	N/A
Banking & Financial Systems	June 29, 3:00 PM	N/A	July 1, Morning
Broadcast Journalism	N/A	June 30, Afternoon	July 1, Afternoon
Business Communication	June 30, 3:00 PM	N/A	N/A

Competitive Event	Test	Preliminary Round	Final Round
Business Ethics	June 29, 2:00 PM	June 30, Afternoon	July 1, Morning
Business Law	June 30, 4:00 PM	N/A	N/A
Business Management	June 29, 3:00 PM	N/A	July 1, Morning
Business Plan	N/A	June 30, Afternoon	July 1, Afternoon
Career Portfolio	N/A	June 30, Afternoon	July 1, Afternoon
Coding & Programming	N/A	June 30, Morning	July 1, Morning
Community Service Project	N/A	June 30, Morning	July 1, Morning
Computer Applications	June 29, 8:30 AM	N/A	N/A
Computer Game & Simulation Programming	N/A	June 30, Afternoon	July 1, Afternoon
Computer Problem Solving	July 1, 9:00 AM	N/A	N/A
Customer Service	June 29, 2:00 PM	N/A	July 1, Afternoon
Cybersecurity	June 30, 10:00 AM	N/A	N/A
Data Analysis	N/A	June 30, Afternoon	July 1, Afternoon
Data Science & AI	June 30, 8:00 AM	N/A	N/A
Digital Animation	N/A	June 30, Afternoon	July 1, Afternoon
Digital Video Production	N/A	June 30, Morning	July 1, Morning
Economics	June 30, 11:00 AM	N/A	N/A
Entrepreneurship	June 29, 4:00 PM	N/A	July 1, Afternoon
Event Planning	N/A	June 30, Morning	July 1, Morning
Financial Planning	N/A	June 30, Afternoon	July 1, Afternoon
Financial Statement Analysis	N/A	June 30, Morning	July 1, Morning
Future Business Educator	N/A	June 30, Afternoon	July 1, Afternoon
Future Business Leader	June 30, 2:00 PM	June 29, Afternoon	July 1, Morning
Graphic Design	N/A	June 30, Morning	July 1, Morning
Healthcare Administration	June 30, 1:00 PM	N/A	N/A
Hospitality & Event Management	June 29, 4:00 PM	N/A	July 1, Morning
Human Resource Management	June 30, 2:00 PM	N/A	N/A
Impromptu Speaking	N/A	June 29, Afternoon	July 1, Morning
Insurance & Risk Management	June 30, 3:00 PM	N/A	N/A
International Business	June 30, 8:00 AM	N/A	July 1, Afternoon
Introduction to Business Communication	June 30, 4:00 PM	N/A	N/A
Introduction to Business Concepts	July 1, 8:00 AM	N/A	N/A
Introduction to Business Presentation	N/A	June 30, Afternoon	July 1, Afternoon
Introduction to Business Procedures	July 1, 9:00 AM	N/A	N/A
Introduction to FBLA	June 30, 10:00 AM	N/A	N/A
Introduction to Information Technology	June 30, 1:00 PM	N/A	N/A
Introduction to Marketing Concepts	June 30, 2:00 PM	N/A	N/A
Introduction to Parliamentary Procedure	June 30, 3:00 PM	N/A	N/A
Introduction to Programming	N/A	June 30, Afternoon	July 1, Afternoon
Introduction to Public Speaking	N/A	June 29, Afternoon	July 1, Morning
Introduction to Retail & Merchandising	June 30, 11:00 AM	N/A	N/A
Introduction to Social Media Strategy	N/A	June 30, Afternoon	July 1, Afternoon
Introduction to Supply Chain Management	June 30, 11:00 AM	N/A	N/A
Job Interview	N/A	June 30, Morning	July 1, Afternoon
Journalism	June 30, 4:00 PM	N/A	N/A
Local Chapter Annual Business Report	N/A	June 30, Afternoon	July 1, Afternoon
Management Information Systems	June 30, 9:00 AM	N/A	July 1, Afternoon
Marketing	June 30, 9:00 AM	N/A	July 1, Morning
Mobile Application Development	N/A	June 30, Morning	July 1, Morning
Network Design	June 29, 2:00 PM	N/A	July 1, Morning
Networking Infrastructures	July 1, 8:00 AM	N/A	N/A
Organizational Leadership	July 1, 9:00 AM	N/A	N/A
Parliamentary Procedure	June 29, 1:00 PM	N/A	July 1

Competitive Event	Test	Preliminary Round	Final Round
Personal Finance	June 30, 10:00 AM	N/A	N/A
Project Management	June 30, 8:00 AM	N/A	N/A
Public Administration & Management	June 30, 2:00 PM	N/A	N/A
Public Service Announcement	N/A	June 30, Morning	July 1, Morning
Public Speaking	N/A	June 29, Afternoon	July 1, Afternoon
Real Estate	June 30, 3:00 PM	N/A	N/A
Retail Management	June 30, 4:00 PM	N/A	N/A
Sales Presentation	N/A	June 30, Afternoon	July 1, Afternoon
Securities & Investments	June 30, 1:00 PM	N/A	N/A
Social Media Strategies	N/A	June 30, Morning	July 1, Morning
Sports & Entertainment Management	June 29, 11:00 AM	N/A	July 1, Afternoon
Supply Chain Management	N/A	June 30, Morning	July 1, Morning
Technology Support & Services	June 29, 11:00 AM	N/A	July 1, Afternoon
Visual Design	N/A	June 30, Morning	July 1, Morning
Website Coding & Development	N/A	June 30, Afternoon	July 1, Afternoon
Website Design	N/A	June 30, Morning	July 1, Morning

## Competitive Event Logistics

### Competitive Events Dress Code

The Competitive Events Welcoming Committee is comprised of a group of trained individuals. The Welcoming Committee will assess dress code penalty points for members wearing items on the unacceptable area of the [dress code](#). Competitive Events Committee members will review all dress code penalty points.

### Arrival Time

The Arrival Time listed in the schedules begins the competitive events check-in process.

- High School/Middle School Preliminary Presentation Events and Finals in Stars at Night Ballroom: Arrival time in the individual schedule is the time to arrive at the Check-In area of the Stars at Night Ballroom, on the third floor of the Convention Center. Please arrive close to your listed arrival time. Only competitors will be allowed through the walkway to the Stars at Night Ballroom.
- Testing Events: Arrival time is no earlier than 15 minutes prior to the listed start time in the conference app to the Hemisfair Ballroom. Please note that the first time listed in the conference app is the test start time. Arriving after this start time will be considered a late arrival.
- Final Presentation Events with an Audience: Arrival time in the individual schedule is the time to arrive at the finals room in the conference app. Please arrive close to your listed arrival time.

### Internet Access for Competitive Events

Internet access will be provided for online tests. Internet access is provided for the following high school/middle school presentation events:

- Middle School: Exploring Animation, Exploring Coding & Programming, Exploring Digital Video Production, Exploring Website Design
- High School: Broadcast Journalism, Career Portfolio, Coding & Programming, Computer Game & Simulation Programming, Digital Animation, Digital Video Production, Introduction to Programming, Introduction to Social Media Strategy, Mobile Application Development, Public Service Announcement, Social Media Strategies, Website Coding & Development, Website Design

Please note that Internet reliability at any venue cannot be guaranteed. Always have a backup plan in case Internet connections go down.

### Finalist Information & Schedules

Finalist schedules will be posted in the FBLA App at 5 AM on July 1. Click on the specific division to view when finalists schedules will be posted for [Middle School and High School](#). Finalists will be posted [here](#) and in the conference app. Look for the button labeled *Finalist Schedules*.

- Presentation Events: An equal number from each section moves on to the final round. Refer to the guidelines for details.

- High School Role Play Events with a Test: The top 15 entries from the test move on to the final round

### Competitive Events with an Audience

Click [here](#) for a list of selected competitive events with finals available for audience members. Audience members should follow the conference [dress code](#) and must have a name tag to enter the room. Seating is first come, first served. Audience members cannot record, document, or communicate with the presenters during the presentation. High school finalists are not allowed to watch finals performances in their event, before or after they present.

### Awards

[Competitive Events Order of Awards – High School](#) during the Awards of Excellence Session can be found [here](#). [Competitive Events Order of Awards – Middle School](#) during the Awards of Excellence Session can be found [here](#).

The top ten in each competitive event will be called to stage and each person will receive a trophy off stage. The national champion will receive one banner, intended to be showcased at the school. Find information about purchasing additional banners and trophies [here](#).

## Campaigns & Elections

### 2026-2027 National Officer Elections

There are eight National Officers who represent FBLA Middle School and High School members. The National President, National Secretary, National Treasurer, and four Regional Vice Presidents representing the Eastern, Central, Southern, and Western Regions & are elected by voting delegates at the NLC. The National Parliamentarian is appointed on the parliamentary procedure's exam.

The National Officer candidate guidelines and the student elections process are overseen by the Governance Committee that is appointed by the Board of Directors. The role of the Governance Committee is to establish and provide oversight on policies and procedures that support the annual election of student National Officers. In addition, committee members support the National Center team in conducting the elections including reviewing applications, establishing guidelines for campaign materials, and ensuring compliance with all policies and procedures by candidates, local chapters, and state affiliates.

If you will not attend the Closing Awards of Excellence Session, tell your State Leader or another chapter. Another person can be sent to receive the trophy on stage. If a trophy needs to be sent after the National Leadership Conference, the competitor will be charged to cover the shipping and handling of the award. Reach out to [support@fbla.org](mailto:support@fbla.org) for assistance after the NLC.

Thanks to the generosity of our sponsors, competitive events prizes will be given to the top three competitors/teams in each competition. This year, first place will receive \$300, second place will receive \$200, and third place will receive \$100. For teams, the amount will be divided. Example: If a team of two wins first place, each team member would receive \$100. Competitors qualifying for a cash prize will receive instructions during the Awards of Excellence Session.

### Rating Sheets and Scores

Judge rating sheets and scores will be available to advisers for downloading through the conference registration system by the beginning of August. Only the top ten rankings will be released, along with the high and low score.

Concerns about campaign violations should be addressed to local and/or state advisers. Any concerns that need to be addressed must come from a local or state adviser using the [help desk ticketing system](#). Only those concerns submitted by local or state advisers will be reviewed.

### Campaign Speeches

Candidates for elected FBLA High School national offices (president, secretary, and treasurer) will deliver their speeches live during the NLC Opening General Session. Candidates for region vice president will deliver their speeches live during the Regional Campaign Rallies.

These Rallies will be held on the second day of the conference, June 30 at the times below.

- Eastern Region – June 30 at 12 PM
- Central Region – June 30 at 1:30 PM
- Western Region – June 30 at 3 PM
- Southern Region – June 30 at 4:30 PM

## National Officer Candidate Q&A Sessions

The Q&A session for the offices of president, secretary, and treasurer (not to total more than 15 minutes in length for each office other than National President which will be 30 minutes in length) will take place during the State Presidents and State Voting Delegates Q&A Session on July 1 from 8 AM – 9 AM

The Q&A session for the offices of the regional vice presidents (not to total more than 15 minutes in length) will occur during the Regional Campaign Rallies. Official campaigning for elected positions is restricted to campaign booth hours in the Future Leaders Expo. All FBLA High School local chapter voting delegates will be provided with red voting delegate ribbons in the chapter registration packets.

## Voting

Voting plays a critical role in shaping the leadership and future direction of the organization. All eligible voting delegates are strongly encouraged to participate to ensure their chapter's voice is represented. Please make sure that your voting

delegates understand the importance of casting their votes, as they represent your entire chapter.

National Officer elections will take place over a 24-hour period starting at 12 PM CT on July 1 and ending at 12 PM CT on July 2. All voting will be conducted online using a ranked voting electoral system. For all offices, candidates must receive a majority vote to win.

State voting delegates cast ballots for the election of the national president, national secretary, national treasurer, and any Bylaw amendments.

Local voting delegates will vote for their Regional Vice President. Each local chapter in good standing shall be entitled to send up to four (4) voting delegates from its active membership, in addition to one (1) alternate for each delegate, to the NLC in accordance with the following:

- **Up to 50 members:** two (2) voting delegates
- **51–100 members:** three (3) voting delegates
- **More than 101 members:** four (4) voting delegates

## National Conference Policies

### FBLA Code of Conduct

The conduct of FBLA members, advisers, and representatives should reflect positively on the organization and themselves, upholding the reputation of the organization. Listed below are rules of conduct for FBLA members, advisers, representatives, and attendees of events.

At all times, FBLA members, advisers, and representatives are expected to:

1. Behave in a courteous and respectful manner, avoiding language or actions that might bring discredit upon themselves, their school, other attendees, advisers, or FBLA, including speech and conduct that creates an intimidating, hostile, or offensive environment.
2. Promote FBLA as a positive experience and therefore act as a positive role model for students in dress, voice, attitude, actions, and demeanor.
3. Obey all local, state, and federal laws.

While participating in an FBLA event, attendees are expected to:

1. Abide by all FBLA rules. Members must keep their advisers informed of their activities and whereabouts. Accidents, injuries, and illnesses must be reported to the local adviser(s) or state leader(s) immediately.
2. Avoid conduct not conducive to an educational conference. Such conduct includes, but is not limited to, actions disrupting the conference's professional atmosphere, association with non-conference individuals, and activities that endanger self or others.
3. Comply with the rules of all event facilities. Remember that other guests have rights as well. Noise should be kept at a respectful volume. Individuals or chapters will be responsible for repairing or replacing any property or furniture that is damaged. Facilities have the right to ask guests to leave.
4. Stay in the hotel room to which they are assigned. FBLA members must have permission from their local adviser(s) or state leader(s) to be in hotel rooms to which they are not assigned.

5. Follow the FBLA Dress Code during all conference activities, including general sessions, competitive events, exhibits, regional meetings, workshops, and other activities unless otherwise indicated.
6. Avoid smoking, use of vaping/e-cigarette devices, alcoholic beverages, cannabis, and controlled or illegal substances of any form. These items must not be used or possessed at any time, or under any circumstances. Use or possession of such substances may subject the attendee to criminal prosecution. This policy does not apply to medications legally prescribed for an individual attendee.
7. Not possess or use weapons of any kind at an FBLA-related event.
8. Local advisers and state leaders are responsible for the supervision of attendee conduct. They should refer to the Chaperone Policy for additional responsibilities.

## Code of Conduct Violations

Should an attendee violate the Code of Conduct, the FBLA staff member on duty will meet with the attendee and/or state leader(s) and local adviser(s)/chaperone(s).

- Attendees who violate the Code of Conduct may be subject to disciplinary action, up to and including expulsion from the conference. Attendees who are expelled from the conference will not be eligible for a refund of any fees paid and will be sent home at their own expense.
- Attendees may be given a warning for behavior and their adviser(s)/chaperone(s) will be notified.
- Attendees may be remanded to the custody of their adviser(s)/chaperone(s) and banned from all conference activities and facilities. FBLA will require that the adviser(s)/chaperone(s) notify a student attendee's parents/guardians.
- If an attendee's behavior or actions violate the law, FBLA will notify local security and authorities immediately.

## Competitive Events Operations Manual

The [Competitive Events Operations Manual](#) will serve as a guide to address competitive event questions that arise throughout the membership year. This document and the policies described herein shall be overseen and carried out by the National FBLA Competitive Events Committee.

## Honor Code

The Future Business Leaders of America (FBLA) Honor Code embodies principles of integrity, trust, respect, and responsibility essential for fostering excellence and ethical leadership in a community devoted to learning.

Every member, local adviser, and state leader must maintain and enforce these principles. To ensure a high standard across FBLA, every competitor registered in any competitive event must agree and certify to comply with the following guidelines:

- **Compliance:** Competitors are required to read and adhere to the FBLA Competitive Event Guidelines relevant to their event.
- **Original Work:** Competitors must ensure that all content submitted for FBLA competitive events is their own work or that of their team members. Proper citation of sources is mandatory.
- **Use of Materials:** Only materials explicitly allowed by FBLA Competitive Event Guidelines may be utilized.
- **Independence:** No external assistance beyond what is explicitly permitted in FBLA event instructions or guidelines is allowed.
- **Cell Phones, Smart Devices, & Headphones:** Unless a pre-approved accommodation is in place, all cell phones, smart devices (such as watches and glasses), and headphones must be turned off and put away before testing or role play competition begins. Any report of the devices being visible or in use will be considered a violation of the Honor Code.
- **Data Storage:** Competitors are prohibited from saving any FBLA competitive event or test materials provided by the FBLA National Center or a state organization to any storage device or cloud storage.
- **Originality:** Competitive entries must be entirely original and not previously entered in FBLA national competition by the competitor or others. (It is the intent to preclude local chapters from rewriting

the same event, and it is recognized that chapters may utilize the same or similar activities on an annual basis in some events. In this case, chapters may use these activities, ensuring that the project or portions of projects are not rewritten and therefore plagiarized.)

- **Honest Participation:** Competitors must engage in all FBLA competitive events with honesty and integrity.

In the event of an alleged Honor Code violation, the National Competitive Events Committee for the designated FBLA division will investigate. If a violation is confirmed, penalty points, including disqualification, may be imposed at the discretion of the National Competitive Events Committee. Additionally, information regarding the violation may be forwarded to the appropriate state FBLA organization for future action regarding academic integrity.

By registering for the National Leadership Conference, participants acknowledge their understanding of the Honor Code and the consequences of violating it.

## Chaperone Policy

Future Business Leaders of America, Inc. (FBLA) has set forth its Chaperone Policy. Please be advised that your local school or school district may have specific rules that require a higher adult adviser/chaperone-to-student ratio. You should follow the rules of your school district if the requirements are more restrictive than those set forth by FBLA. If your school district or state does not have a chaperone policy or is less restrictive, you must follow the minimum FBLA Chaperone Policy outlined below.

### Adviser/Chaperone Requirements

- All chapters attending national conferences are required to have a 15:1 ratio of students to advisers/chaperones for High School groups and Middle School groups.
- All advisers/chaperones must register for the conference, pay the required registration fee, and attend the conference for supervision of the student(s), or be in close proximity if they are an additional chaperone.
- Chaperones can be advisers, parents, or guardians, but they should be at least 21 years of age.
- This policy applies to Middle School and High School only, including graduated seniors who are completing the current program year.

**Registration** – All chapters must have at least one fully registered adult chaperone.

**Conference Check-In** – The school's adviser must be present at the conference check-in. Students will not be provided with conference materials without an adult chaperone present.

**On-Site Expectations of Advisers/Chaperones** – Advisers/Chaperones are assuming a 24-hour-a-day responsibility from the time they leave until they return. Therefore, advisers/chaperones should:

- Be attentive to the needs of the students and be the students' primary adult contact.
- Know the locations and whereabouts of each student assigned to them during the trip.
- Keep an accurate check of their students at all times during the conference; students should not be left unattended, including outside of the conference.
- Promote FBLA as a positive student experience and therefore act as a positive role model for students in dress, voice, attitude, actions, and demeanor.
- Follow the FBLA Dress Code themselves during all conference activities, including the Future Leaders Expo Hall, workshops, and opening/closing sessions.
- Ensure all students are checked in to their hotel room for the night at curfew and remain quiet and respectful of other hotel guests.

## FBLA Dress Code

All conference attendees are expected to follow the FBLA Dress Code for all official conference activities. Attendees do not need to be in the dress code for evening social activities excluding General Sessions.

FBLA members and advisers should develop an awareness of one's appearance. The purpose of the dress code is to uphold the professional image of the association and its members and to prepare members for the business world.

During FBLA conferences, appropriate attire is required of all attendees and presenters.



# DRESS CODE

Projecting a professional image is vital for business leaders to demonstrate respect for clients, colleagues, and others. This policy is to provide guidance for conference attendees—students, advisers, and guests. Professional business attire is required at all general sessions, competitive events, exhibits, regional meetings, workshops, and other activities unless otherwise indicated in conference materials.

Conference name badges are considered part of the dress code and must be worn at all conference functions. For safety reasons, do not wear conference badges outside of the conference area. The dress code is gender neutral.

**ACCEPTABLE ITEMS**

  


**BUSINESS PROFESSIONAL**

**Business Suit**

- Suit pants and jacket
- Blouse (or) collared dress shirt
- Neckwear such as tie or scarf
- Dress shoes (or) dress boots

**Blazer**

- Dress pants, including khakis, (or) dress (or) skirt
- Blazer
- Blouse (or) collared dress shirt
- Neckwear such as tie or scarf
- Dress shoes (or) dress boots

**Dress**

- A business dress
- Dress shoes (or) dress boots

**Other Professional**

- Dress pants, including khakis, (or) skirt
- Blouse (or) collared dress shirt
- Neckwear such as tie or scarf
- Dress shoes (or) dress boots

**BUSINESS CASUAL**

- Dress pants, skirt, (or) khakis/chino-style pants
- Blouse, collared dress shirt, (or) polo shirt
- Dress shoes (or) dress boots

NOTE: Business Casual is only permitted during sessions specifically noted in conference materials.

**UNACCEPTABLE ITEMS**

The following items are prohibited in all conference areas, including competitive events.



- ❗ Denim or flannel clothing
- ❗ Shorts
- ❗ Athletic clothing
- ❗ Leggings or graphically designed hosiery/tights

- ❗ Skintight or revealing clothing, including tank tops, spaghetti straps, and mini/short skirts or dresses more than 1" above the knee
- ❗ Swimwear
- ❗ Flip flops or casual sandals

- ❗ Athletic shoes
- ❗ Industrial work shoes
- ❗ Hiking boots
- ❗ Hats
- ❗ Graphically printed clothing

No dress code can cover all contingencies, so FBLA members must use a certain amount of judgment in their choice of clothing to wear. Members who experience uncertainty about unacceptable attire should ask their local adviser, state leader, or conference staff.

FBLA recognizes that exceptions may need to be made and will work with advisers on a case-by-case basis to accommodate requests. Advisers should indicate the need for exceptions on the special accommodation portion of the registration form. Requests made after registration closes must be made in writing.

June 2023