

Dear Coach:

Please read “**Instructions for Registering**” before completing the registration process.

NOTE: All late entries (postmarked AFTER May 1) will be subject to a \$200 late fee.

Online registration closes Monday, May 7, and alternates will be notified beginning Tuesday, May 8. Alternates have seven (7) days to commit to entry once notified, or they will forfeit their qualification. Deadline for registration of alternates is Friday, May 25, 2018.

Important Reminders to Completing Your Entry:

- Have you completed the **ENTIRE** online registration process?
- Have you printed the “Entry Release Form” and obtained signatures for ALL students competing before **UPLOADING?** (Upload only; do not mail.)
- Did you complete ALL required Judge Paradigms for Policy and/or Lincoln-Douglas Debate online?
- Did you **UPLOAD** highlighted manuscripts of the original source for ALL main event Interp (HI, DI, DUO, POI), including a works cited page for each POI entry? (Upload only; do not mail.)
- Did you complete the Interp Bibliography information online for each original source used above?
- Have Original Oratory and Informative Speaking manuscripts (including works cited page) been signed by the coach and contestant before **UPLOADING?**

Remember: FEES to be mailed (if paying by check)

- ALL tournament entry fees not paid by credit card, including judge fees and judge bond, must be mailed. If paying by credit card, nothing needs to be mailed.

PLEASE DO NOT MAIL INTERP, OO, or INF SCRIPTS. YOU MUST UPLOAD DIGITAL FILES INSTEAD.



Emailed registrations will be rejected.

All tournament entry fees MUST be postmarked via certified mail no later than Tuesday, May 1, 2018.



***** OUR ADDRESS HAS CHANGED! *****

National Speech & Debate Association | 401 Railroad Place | West Des Moines, IA 50265-4730

Instructions for Registering

Official Notice

All schools must register **ONLINE** for the 2018 National Speech & Debate Tournament at www.speechanddebate.org/nationals. You must read all information below before clicking the link entitled "BEGIN REGISTERING." Please direct all questions to the national office by calling (920) 748-6206 or by emailing info@speechanddebate.org.

Instructions for Registering

- 1) Registration:** National Tournament registration is available at www.speechanddebate.org/nationals beginning **February 15**. Coaches may register by clicking the link entitled "BEGIN REGISTERING." Although the entire registration process does not have to be completed in one sitting, coaches must complete the online process (including printing out ALL designated paperwork to collect/upload required signatures) and mail ALL appropriate fees to the national office before the entry is considered official.
- 2) Community Standards:** Prior to registering online for the National Tournament, all coaches are required to confirm the following statement: "I certify that we, the coach(es), student(s), administrator(s) directly affiliated with our NSDA chapter, have agreed that the student performance(s) reflect(s) our school standards in terms of subject matter, language, and use of gesture."
- 3) Supervision:** In order to compete in the National Tournament, each student must be supervised by an adult approved by the principal. The adult supervisor must be the student's coach, a school district faculty member or administrator, or the child's own parent(s). The supervising adult must stay at the same lodging with student(s) under his/her supervision. Students without an accredited supervisor staying in the same lodging will not be permitted to participate in the tournament. Coaches from other school districts may not be the adult supervisor without prior written permission of both school district superintendents submitted to the national office before the entry will be accepted.
- 4) Fees:**

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| Policy, Public Forum, or Duo Entry | \$200 per entry \$150 per entry for teams staying WITHIN the hotel block |
| Speech, Lincoln-Douglas, or Congress Entry | \$100 per entry \$75 per entry for teams staying WITHIN the hotel block |
| World Schools District Team | \$75 per student \$50 per student for teams staying WITHIN the hotel block |
| Big Questions Entry | \$75 per student \$50 per student for teams staying WITHIN the hotel block |
| Supplemental Events (<i>Commentary, Expository, Poetry, Prose, Extemporaneous Debate</i>) | \$20 each event entered (<i>may pre-register for all five, but may only re-register for two speech OR Extemporaneous Debate only</i>) |
| Consolation Events (<i>Impromptu or Storytelling</i>) | \$10 each event entered (<i>may pre-register for both, but may only re-register for one</i>) |

Refund in full upon cancellation in writing before May 1, 2018, and 50% upon cancellation before May 7, 2018. No refunds thereafter. To process payment prior to the start of online entry, please print the sample fee schedule as a temporary invoice. If a standard invoice is needed, please contact our Finance department at (920) 748-6206.

- 5) Deadline:** The **ENTIRE** online entry form **MUST** be completed and required payment postmarked via certified mail by **Tuesday, May 1, 2018**. Only registrations complete with respect to every essential item will be accepted. Late or incomplete entries and each entry lacking signatures or payment in full will be subject to a \$200 late fee, or denial of entry. Alternates will be notified of available vacant slots starting Tuesday, May 8, 2018. **Alternates have seven (7) days to commit to entry once notified, or they will forfeit their qualification.** Deadline for registration of alternates is Friday, May 25, 2018.

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Instructions for Registering *(continued)*

- 6) **Congressional Debate:** District chairs are encouraged to **UPLOAD** one or two items of legislation (preferably, one bill and one resolution) by April 1, 2018. Legislation is reviewed to ensure it adheres to NSDA guidelines, and blindly vetted by a committee who rates and selects legislation from a variety of geographic regions. Full details can be found in the *High School Unified Manual*. **The national docket will be released on the NSDA's website by May 10, 2018.** District chairs should also send names of coaches experienced in judging Congress, so coaches should contact the chair to communicate interest, as well as select "prefer Congress" and/or "Parliamentarian" on the national entry judging form. **Note:** Service as a parliamentarian is only a two-day commitment.
- 7) **Original Oratory and Informative Speaking: Entrants must UPLOAD a copy of their manuscript during online registration, signed by the contestant and the coach,** certifying the speech is the student's original work. **Note:** "No more than 150 words may be quoted from other sources. Extensive paraphrasing from other sources is prohibited." **The manuscript MUST include a complete work cited page in MLA or APA format.**
- 8) **Interpretation (HI, DI, Duo, and POI):** Entrants must **UPLOAD** the highlighted manuscript of the original source use during online registration. At a minimum, this must include the cutting the student will perform, including the introduction. **All POI entries must include a works cited page with their upload.** At the National Tournament, all quarterfinalists are required to turn in the original source OR printed web manuscript to the ombudsperson by noon on the third day of competition. Photocopies are not acceptable. Any contestant failing to produce the original source to the ombudsperson by the aforementioned deadline will not qualify for the semifinal rounds of competition. Please see the *High School Unified Manual* for further details.
- 9) **No Double Entry:** A contestant may enter only one main event category.
- 10) **Supplemental Event Entry:** Students may pre-register for up to four supplemental speech events (Commentary, Expository, Poetry, Prose) AND Extemporaneous Debate. There is a pre-registration fee of \$20 per event. All students entering supplemental events are required to pre-register with the national office before June 1, 2018. **Beginning with the 2018 National Tournament, re-registration for supplemental events will take place online or in-person. Coaches will verify that their students are eligible and will participate in the event. If a student chooses to not compete after re-registration has been confirmed, the school will be assessed a drop fee. Coaches of all students** who have been eliminated from main event competition prior to round 9 or prior to the semifinals of Congressional Debate may re-register Tuesday evening, June 19, and officially enter up to two supplemental speech events OR Extemporaneous Debate (if pre-registered).
- 11) **Consolation Event Entry:** Students may pre-register for both consolation events (Storytelling and Impromptu). There is a pre-registration fee of \$10 per event. All students entering consolation events are required to pre-register with the national office before June 1, 2018. **Beginning with the 2018 National Tournament, re-registration for consolation events will take place online or in-person. Coaches will verify that their students are eligible and will participate in the event. If a student chooses to not compete after re-registration has been confirmed, the school will be assessed a drop fee. Coaches of all students** eliminated from main event or supplemental competition by the end of consolation re-registration on Wednesday afternoon/evening, June 20, may re-register for either Storytelling or Impromptu (if pre-registered).
- 12) **World Schools Debate:** All NSDA districts are allowed to qualify **up to two teams** of three to five students using the procedures outlined in the *High School Unified Manual*. The deadline for the district chair to officially name a team is May 1, 2018. **The entry fee is \$75 per student (or \$50 per student for teams staying WITHIN the National Tournament hotel block).** Each district must provide a full-time judge available for the entirety of the competition. Districts that do not provide a full-time judge will not be permitted to enter.
- 13) **Big Questions Debate:** All NSDA districts are allowed to qualify **one entry** using the procedures outlined in the *High School Unified Manual* as long as the event occurs before May 15, 2018. Only entries composed of individual debaters may compete at Nationals. **The cost of entry is \$75 per student (or \$50 per student for teams staying WITHIN the National Tournament hotel block).** Each district must provide a full-time judge for each entry available for the entirety of the competition.
- 14) **Lodging: NEW IN 2018: If your team stays within the National Tournament hotel block, you will receive a \$25 discount off the current year's main event entry fee per student.** Information concerning hotels and tournament activities is available online at www.speechanddebate.org/nationals. All attendees are encouraged to stay at one of the Association recommended properties.

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Instructions for Registering *(continued)*

- 15) **“Entry Release Forms”**: Once you’ve printed and obtained signatures for ALL students competing, please **UPLOAD** these forms as part of online registration. **DO NOT** mail these forms.
- 16) **Mailing: OUR ADDRESS HAS CHANGED!** Please send any tournament fees, not paid by credit card, via certified mail **postmarked** no later than May 1, 2018, to: **National Speech & Debate Association, 401 Railroad Place, West Des Moines, IA 50265-4730.**
NOTE: Nothing needs to be mailed except payment if paying by check.
- REMEMBER TO MAIL all tournament entry fees, not paid by credit card, including judge fees and judge bond.**
- 17) **Pre-Order Nationals T-Shirts**: Guarantee you and your students get the shirts sizes you need! Sizes tend to sell out quickly, so pre-purchasing is a great option. T-shirts may be pre-ordered at a discounted rate during online registration OR by visiting **store.speechanddebate.org** by May 1, 2018. T-shirts will be available for pick up in Fort Lauderdale on Sunday, June 17, and throughout the week. Get yours before prices go up in June!
- 18) **Judging Information**: All judges must be available to judge Monday, Tuesday, Wednesday, AND Thursday. All judges are eligible to judge supplemental and consolation events regardless of main event assignment.

A. **Events:**

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| Each Policy Debate Team * | 8 rounds |
| Each Public Forum Debate Team ** | 5 rounds |
| Each Lincoln-Douglas Debater | 5 rounds |
| Each Duo Team | 4 rounds |
| Each Speech Entry | 4 rounds |
| Each Congressional Debate Entry | 4 rounds or 2 sessions of Congress |
| Each Supplemental Speech Entry | 2 rounds |
| Each Extemporaneous Debate Entry | 2 rounds |
| Each Consolation Entry | 1 round |

- B. A student entered in two supplemental events counts as two entries.
- C. * Each school that qualifies a Policy Debate team to the National Tournament must provide a qualified Policy judge for that team. If two (or 3) teams qualify, then two (or 3) qualified judges must be provided, each to be available to judge a minimum of 8 Policy rounds.
- D. ** Each school that qualifies a Public Forum team to the National Tournament must provide a qualified Public Forum judge for that team who can judge a minimum of 5 rounds of Public Forum. Schools with two Public Forum teams may provide one judge for 8 rounds. Judges who are covering a Public Forum obligation also may fill out a Lincoln-Douglas Debate judging card to be considered for these rounds.
- E. **Each school must provide a judge for at least 6 rounds (Policy Debate team 8 rounds) and be available on Monday, Tuesday, Wednesday, AND Thursday. Schools that do not furnish a judge will be assessed a minimum penalty of \$700. A Policy Debate team or Public Forum team with no judge will be denied entry!**

The judge quota for each Congressional Debate entry is four rounds or two sessions of Congressional Debate. Coaches with only Congress entries may be required to judge Congressional Debate.

- F. Schools may choose to bring additional judges for additional owed rounds OR pay **\$30 per round** based upon the above quota. You must fill out the enclosed judge calculation worksheet. **NOTE: You cannot buy out Policy rounds or Public Forum rounds.**

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Instructions for Registering *(continued)*

- G. Each school must post a judge bond of \$200. This bond is in addition to entry fees and judge fees. If all judges from a school complete all judging assignments, the \$200 will be returned **after July 1 in the form of a check MAILED to the school or issued as a school credit. NO JUDGE BONDS WILL BE RETURNED IN CASH AND NO CHECKS WILL BE RETURNED AT THE TOURNAMENT.** If a check is not requested during the registration process, a credit will be issued automatically, if due. All credits must be used by December 31 of the year in which they are issued. Failure to report for a judging assignment or pooling assignment will forfeit your judge bond of \$200 for the first round missed, and a \$100 per judge per round penalty will be assessed thereafter. A school will not be permitted to gain membership or compete the following year unless all outstanding fees have been paid. **NOTE: TO ENSURE FINANCIAL SECURITY AND APPROPRIATE AUDITING PRACTICES, JUDGE BONDS WILL NO LONGER BE RETURNED AT THE NATIONAL TOURNAMENT.**
- H. Each judge may pledge to judge as many as 8 rounds, but no more than 8.
- I. The NSDA cannot accept registration unless the ENTIRE online registration process is complete and a check or credit card payment covering all fees has been received. Each incomplete registration will be assessed a \$200 late fee.
- J. Policy and Lincoln-Douglas judges must include completed judge paradigms with registration. Failure to do so by the May 1, 2018, entry deadline will result in a late fee of \$200. Teams will NOT be allowed to compete unless ALL judge paradigms are completed by June 1, 2018.