



United States Academic Pentathlon® National Finals May 19-20, 2017-Minneapolis, MN

TO: Academic Pentathlon State Champions

FROM: U.S. Academic Pentathlon®

Congratulations on achieving the honor of representing your state at the U.S. Academic Pentathlon 2017 National Finals in Minneapolis, Minnesota. USAD staff and volunteers in Minnesota are working hard to make this a very enjoyable competition. All registration documents and competition information are included with this document.

The 2017 National finals will have the following components:

- 1. On-site competition** – Each state is eligible to send two teams to the competition in Minnesota. Teams must have competed and won in their state competition as either an all-8th grade team, all-7th grade team, or a combined team. Combined teams will compete at the level of the highest student on the team. **The National Champions will be awarded to the highest scoring 8th grade team and the highest scoring 7th grade team competing in MN.** Additionally, individual students are also eligible to compete at the competition in Minneapolis.
- 2. Online competition** – All pentathlon teams are eligible to compete in the online competition regardless of how they placed in their state. The following forms will indicate if you need to submit them if you are an online team. Recognition will be given to students scoring in the top three for each event per academic level, top three overall per academic level, and the top three schools based on team scoring standards. *Like the on-site competition, individual students are eligible to compete.*

Registration will be at the Minneapolis Airport Marriott on Thursday evening, May 18, 2017. Testing events will begin on Friday, May 19, 2017, with objective tests beginning at 9:00 a.m. The Awards Banquet will be on Saturday, May 22, 2017.

All forms and payments MUST be received by **May 1, 2017**. ALL FORMS MUST BE TYPED OR PRINTED LEGIBLY. Names of students will appear on all documentation as they appear on the Team Verification form. No name corrections will be made after May 8, 2017.

NOTE: Be advised that it is very important for teams to comply with the deadlines so that preparation for the competition can be done in a timely manner.

HOTEL ACCOMMODATIONS: This year's host hotel is the Minneapolis Airport Marriott, 2020 American Blvd. E Bloomington, MN 55425. Students will stay in double rooms, there must be at least one chaperone for every 15 students. The cost is \$111/night plus tax. **Please use the following link to make your reservations.**

[Book your group rate for 2017 Pentathlon National Competition](#)

Reservations must be made by May 1, 2017. Each team will be responsible for payment of their rooms and other incidentals. All team keys and room assignments will be given to the coach upon check-in.

TRANSPORTATION: Minneapolis Airport Marriott is approximately 2.2 miles from the Minneapolis-St. Paul International Airport. A complimentary shuttle service is provided to and from the airport, please call **(952)-854-7441 Ext 4122** to schedule your ride. Complimentary on-site parking is also available.

REGISTRATION & IDENTIFICATION:

On-site competition: There is a \$400.00 registration fee per on-site team and must be paid prior to the competition. Individual competitors will have a \$100.00 registration fee and must be paid prior to the competition. These fees will cover two meals for all team members and one coach, awards banquet and competition fees. All on-site testing will be held in the Grand Ballroom at the Marriott.

Online competition: There is a \$200.00 registration fee per online team and must be paid prior to the competition. Individual competitors will have a \$50 registration fee and must be paid prior to the competition. These fees will cover your competition fees for test administration and essay scoring.

On-site teams **MUST** check in your team on Thursday, May 18, from 6:30 pm to 7:30 pm or Friday, May 19, from 7:30 am to 8:30 am in the Grand Ballroom Corridor. Teams arriving before Friday, May 19, **SHOULD** plan to check in Thursday evening to leave the later times for teams arriving on Friday; teams that do not check in early may be asked to wait until other teams have checked in. **The official USAP identification badge (issued to students upon registration) must be worn at all times during competition times.** COACHES MUST CARRY MEDICAL RELEASE FORMS FOR TEAM MEMBERS AT ALL TIMES.

MEALS: The Friday morning breakfast and Awards Banquet Brunch will be provided for up to 9 team members and one coach. Team tickets will be provided to you in your registration packet when you check in. You will be provided with one complimentary coach ticket in addition to participant tickets corresponding with the number on your official roster for the Friday morning breakfast and Saturday Awards Banquet Brunch. All team and guest banquet tickets **MUST** be picked up during registration by the team coach. The banquet charge for each additional coach/guest is \$35.00. Tickets must be presented for both meals; lost tickets will not be replaced. See additional meal form #12 for extra coaches, students, or guests. Teams are responsible for all other meals.

ESSAY: The essay for both on-site and online competitions will take place online prior to the competition in Minneapolis, MN. This event will be held April 27, 2017, the testing window will be open from 7:00 a.m.-7:00 p.m. Central Daylight time. You will need to reserve a computer lab at your school, library, or other venue. An administrator (not the team coach) will need to oversee the online competition. **Internet Explorer and Google Chrome are the only browsers that may be used for the Essay and online testing. Please contact your school's IT department and make sure the following address is on the school's "safe" list: <https://usad.enlyght.com>.**

ONLINE TESTING: Online testing will be held at the same time as the on-site testing on Friday, May 19, 2017, between 9:00 a.m. and 12:30 p.m. CDT. You will need to reserve a computer lab at your school, library, or other venue. An administrator (not the team coach) will need to oversee the online competition. Please refer to the Competition Schedule for test and break times. **Internet Explorer and Google Chrome are the only browsers that may be used for the Essay and online testing. Please contact your school's IT department and make sure the following address is on the school's "safe" list: <https://usad.enlyght.com>.**

SCORE RESULTS: Scores will **NOT** be posted during the competition. Coaches will receive their team results and the overall report at the conclusion of the Awards Banquet. Score report packets will also be prepared for the press. These, too, will be available at the conclusion of the Awards Banquet. All other reports will be emailed to each head coach. If your team has an early departure, contact Amy Magnuson at pentathlon@usad.org for information regarding your score report. Please remember to give us your email address on the Team Registration Form #2.

AWARDS BANQUET: The Awards Banquet will be held in the Grand Ballroom. There will be assigned seating for all attendees. Up to nine team members and one coach may be seated together at the team table. Tickets will be available for pickup during registration. You will be provided with one coach ticket in addition to participant tickets corresponding with the number on your official roster. Banquet tickets for additional coaches may be purchased using the **Guest Banquet Reservation Form #12**. All parents and other visitors from your state who

are planning to attend the banquet should make their reservations using this same **Guest Banquet Reservation Form**. The cost is \$35.00 per person. The banquet is a breakfast buffet with options for vegetarians.

DRESS: Publicity pictures, news coverage, and video productions are commonplace at U.S. Academic Pentathlon events. Participants and coaches are expected to dress in good taste and in accordance with the Code of Conduct. (A copy is included in this packet.) The average weather in Minneapolis in May is between 40-50°.

STUDENT BEHAVIOR: All participants are expected to demonstrate behavior that is appropriate for U.S. Academic Pentathlon events and in keeping with the U.S. Academic Pentathlon Code of Conduct. Coaches are the official chaperones for the team members at all activities and are directly responsible for supervision of the behavior of their team members at all times. All students are expected to read and understand the Code of Conduct and take responsibility for their own behavior to help avoid any unpleasant incidents that may mar the success of the event or negatively affect the representation of your school and community. Teams and pentathletes should be aware that the failure of any member of the team to adhere to the policies and procedures listed in the Code of Conduct may result in the disqualification of the delinquent student's participation and/or the entire team, and the student and/or team runs the risk of being sent home at the decathlete's or team's expense.

SPECIAL NEEDS: If there are team members who have special needs (including alternative diets) requiring special arrangements at the hotel, please notify U.S. Academic Pentathlon of this by including this information on the **Special Needs Form** that is a part of this National Finals packet. However, no extra time will be allowed for any segment of testing. Students with allergies are responsible for attending to proper care for their allergies.

The checklist below is provided to assist you with managing forms as they are completed.

All Forms are to be **RECEIVED** by **May 1, 2017**

ON-SITE COMPETITION

Completed	FORM	Mail or submit online to:
	Pentathlon Team Registration Form	USAP – pentathlon@usad.org
	Transcripts along with USAD GPA Forms if not already provided	USAP – pentathlon@usad.org
	Student Registration and Parent Permission	USAP – pentathlon@usad.org
	Pronunciation form	USAP – pentathlon@usad.org
	Special Needs Form	USAP – pentathlon@usad.org
	Travel Information	USAP – pentathlon@usad.org
	T-Shirt Order Form/Payment	USAP – pentathlon@usad.org
	Additional Breakfast Form	USAP – pentathlon@usad.org
	Awards Banquet Reservation – Team & Coach(es)	USAP – pentathlon@usad.org
	Guest Awards Banquet Reservation/Payment	USAP – pentathlon@usad.org
	Press Release Form	USAP – pentathlon@usad.org

ONLINE COMPETITION

Completed	FORM	Mail or submit online to:
	Pentathlon Team Registration Form	USAP – pentathlon@usad.org
	Transcripts along with USAD GPA Forms if not already provided	USAP – pentathlon@usad.org
	Student Registration and Parent Permission	USAP – pentathlon@usad.org
	T-Shirt Order Form/Payment	USAP – pentathlon@usad.org
	Press Release Form	USAP – pentathlon@usad.org

The USAD Executive Board, the USAP staff, and the volunteers and sponsors from our host state look forward to seeing you in Minneapolis, on May 19-20, 2017. We are confident that you will have an enjoyable Pentathlon experience.

NOTE: ALL OF THE ABOVE INFORMATION IS SUBJECT TO CHANGE. PLEASE REVIEW ALL INFORMATION GIVEN TO YOU AT CHECK IN AS TIMES AND ROOMS MAY CHANGE.