Business Professionals of America, Illinois Association

State Leadership Conference

Advisor Responsibilities

To ensure a smooth conference for all, please make your students aware of all the Conference Code of Conduct items. Below are a few reminders.

* Advisors are responsible for insuring that all of their students attend all of the conference activities.
* When you, as an advisor, are not involved in another conference duty, you are responsible for supervising your students at conference events including the dance and/or other entertainment. Stress professional behavior at all activities and be vigilant where your students are concerned.
* Everyone is expected to follow cell phone etiquette during the conference. Cell phones are not allowed in testing and presentation rooms.
* Students must wear name tags around their neck and wristbands around their wrists at all times.
* Please stress the dress code, as defined in the Conference Code of Conduct. Refer to the National Dress Code.
* Hats, bandanas, headgear and facial piercing are not allowed.
* Advisors are reminded to check the hallways periodically during the evening.
* Advisors are responsible for checking their student rooms at curfew. Remind your students to stay in their rooms after curfew. Within 15 to 20 minutes following curfew, advisors are required to sign the check-off list with the designated BPA Security Chairperson confirming their students are in assigned rooms.
* No outside guests are allowed; police will be called; because, they are trespassing. This is for everyone’s security.
* Pizza orders arriving after curfew must be picked up by the advisor. It is suggested that students order by 9:30 PM in order to get it before curfew.
* Stress quiet time after curfew.

As a reminder, students violating the Conference Code of Conduct may be required to appear before the Rules Committee. Their advisor must accompany them.

**Attention to these details will guarantee a pleasant experience for all.**