



Middle Level Achievement Program (MAP)

TO: Virginia Middle-Level Advisers
FROM: Sandy Mills, Virginia FBLA-PBL State Specialist
DATE: Fall, 2015
SUBJECT: Middle Level Competitive Events State Level Information

We hope you will take advantage of this unique opportunity for your students. The middle-level national competitive events program is divided into three sections—individual, team and chapter. Information concerning the events may be found at:

<http://www.fbla-pbl.org/data/files/docs/2015/cmh/fbla-ml/2015-16%20FBLA-ML%20CMH.pdf>

All national competitive events are judged on the state level. **All participants must be paid members of the organization; failure to report members will result in non-eligibility and removal of award status.**

If you plan to participate in these competitive events, you must complete the form at this URL no later than **December 18, 2015**. <https://vafblapbl.wufoo.com/forms/m9ntnr813760ts>.

Individual events will be administered through school site testing. You will need to identify a proctor to administer tests to the students. **Proctors may be school administrators, guidance counselors, technology specialists, retired teachers, or media specialists.** Under no circumstances may a teacher of any subject area serve as a proctor for these tests. Students' tests will be e-mailed directly to proctors by **January 8, 2016**.

All competitive event submissions, including individual tests, are due to Sandy Mills, Virginia FBLA-PBL State Specialist, 115 Marshall Lane, Winchester, Virginia, 22602, **post-marked** no later than **January 27, 2016**. Late entries will not be accepted. All events must be labeled with student name and school. **If you want verification that a package has been received, you must track the mailing. Do NOT send packages with a signature required. Packages sent with a signature required may be disqualified.**

Results will be announced at your 2016 Regional Spring Leadership Conferences.

If you have any questions concerning these procedures, please contact Sandy Mills at e-mail smills@vafbla-pbl.org.