

Advisor Sign Off Form - Updated 8.22.2025



Permissions; Code of Conduct; Photo Release

I certify that the following forms have been completed and that I have an original/copy with me for each person attending the Delaware TSA sponsored event.

Date _____ Advisor Name _____

School Name _____

- Parent/Family Permissions & Photo Release _____ (Advisor initial)
- Code of Conduct (Advisor initial) _____ (Advisor initial)

The parent(s)/guardian(s) of the student(s) listed below do not grant permission to the Delaware Department of Education to use their child's picture for publication:

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

**Note: Advisor is to turn in the Advisor Sign Off Form to the registration table upon arrival. Advisor must retain original copies and is responsible to be able to share a copy of all forms except the Advisor Sign Off Form in case of emergency or upon request.*



Name of Student: _____

Name of Parent/Guardian: _____

Parent Guardian Cell Phone: _____ Parent Guardian Work Phone: _____

Signature of Parent/Guardian: _____

Initial your consent by each line below:

_____ has my permission to attend and participate in the **Delaware TSA sponsored event**. I understand the Delaware TSA delegation will be traveling by **bus/student/family car**. My child has been made aware that they are to obey the rules of conduct and dress code for all participants of the Delaware delegation, and of the supervisors assigned to them. I also understand that the school and the State of Delaware assume no responsibility beyond normal chaperoning and advisory activities. If there is some reason my child needs medical attention or for some disciplinary reasons must be sent home, I will be contacted.

_____ I hereby authorize in advance the advisor/TSA representative to secure the services of a physician or hospital, and to incur the expenses for necessary services in the event of accident or illness, and I will provide for the payment of these costs.

_____ I hereby absolve and release the school officials, the TSA chapter advisors and the assigned TSA state staff from any claims for personal injuries or illness which might be sustained while he/she is en route to, from, or during the TSA sponsored activity.

_____ I hereby grant the Delaware Department of Education permission to use the picture for promotional purposes only.

_____ I release and indemnify the Delaware Department of Education from and against any claims or causes of action that I or my child may have against the Department of Education, invasion of my child's right of privacy, or any other manner in any way connected with the use or publication of images taken by the Department of Education.

Medical Data

Please Print: Parents/families are asked to list any allergies or possible illness for which medicine or treatment may be needed during the conference period.

Insurance Name and Policy Number: _____

Allergies: _____

Type of medicine carried (include dosage): _____

Currently being treated for: _____

Name of physician office: _____

Physician's office phone number: _____

Name of emergency contact in case of illness/accident: _____

Emergency contact cell phone in case of illness/accident: _____



Delaware TSA requires each delegate attending to read, understand and sign the Code of Conduct Practices and Procedures. Return this form to the Chapter TSA advisor prior to attendance at the **Delaware TSA sponsored event**.

- The term “delegate” shall mean any TSA member, including advisors, attending a TSA sponsored event.
- Chapter Advisors are responsible for disciplinary response to student conduct.
- Delegates shall display positive sportsmanship, and positive demeanor with each other and all guests.
- Delegates willfully ignoring or violating any of the above rules may subject their entire delegation to being unseated and their candidates or competitive events to being disqualified.
- Individual delegates may be sent home immediately at their own expense.
- There shall be no defacing of public property. Any damage to any property, furnishing or facilities must be paid for by the individual or chapter responsible.
- Delegates must always wear identification badges.
- Delegates shall refrain from use of inappropriate or profane language.
- Delegates shall refrain from verbal or physical harassment, hazing or name-calling.
- Delegates shall respect the rights and safety of each other and guests.
- Delegates shall not possess alcoholic beverages, narcotics, or weapons in any form at any time, under any circumstances.
- Delegates shall refrain from gambling or games of chance for money or other things of value.
- Use of tobacco or vaping products by delegates is prohibited.
- Delegates must always adhere to the dress code, unless otherwise designated by the state advisor.
- Delegates must behave in a professional manner.
- Students shall keep chapter advisors always informed of their activities and whereabouts.
- No delegate shall leave the conference property without permission (except for authorized events) unless permission has been received from the chapter and state advisor.
- Delegates are to be prompt and prepared for all activities.
- Delegates are required to attend all sessions and activities assigned including workshops, competitive events, committee meetings, etc. for which they are registered unless they engaged in some specific assignment scheduled at the same time.

STUDENT SIGNATURE

DATE