

**Jason Davis**

**State FFA Coordinator**

**4159 Broughton Hall**

**Campus Box 7654**

**Raleigh, NC 27695-7654**

**Telephone: 919-513-0216**

**Fax: 919-513-3201**

**Email: jason\_davis@ncsu.edu**

**Department of Agricultural and
Human Sciences**

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September 16, 2019

# MEMORANDUM

To: FFA Advisors

From: Jason Davis, State FFA Coordinator

Re: Vet Science Career Development Event

The state Vet Science CDE will be held at **Lee County High School** in Sanford, North Carolina, on Saturday, November 23, 2019. This is your pre-registration notification. Please review these materials carefully and respond appropriately to ensure your students’ eligibility for this CDE.

**Registration fees for this event are $20 per student (includes lunch).** Additional meal tickets may be requested online for advisors, bus drivers, etc. for $10 per person. You will receive an invoice *after* the event, please do not bring payment to the event.

ONLINE REGISTRATION INSTRUCTIONS

PLEASE REGISTER BY **November 15, 2019**

1. Go to ncffa.org and underneath the main homepage area, you will see 4 boxes – click on the one that says **Register and Request**.
2. Click on **Vet Science CDE registration.**
3. Email address, Advisor name, Chapter name, and Chapter number are *required*. Please enter your chapter number as NCXXXX.
4. Student Names 1-4: list the names of students you are registering for the event *(Please submit only the appropriate number of team participants! Alternates are not allowed at state CDE events).*
5. Additional meal tickets can be purchased for advisors, bus drivers, etc. Please indicate the number of additional meal tickets that you would like to purchase. Do not include your students in this number; their meal tickets are included in their registration fee.
6. If anyone traveling with you to the event has any dietary restrictions, please indicate that on the form in the space provided so that we may alert the planning staff as soon as possible.
7. If you would like to print a copy of your submission for your records, please use your browser’s print function *before* clicking submit. You should receive a confirmation email to the address provided.
8. Click Submit when all the applicable fields have been entered and you have printed a copy for your records (optional).

**Team check in will begin on Saturday morning, November 23 at 8:00 a.m. (Please do not plan to arrive earlier than 8:00 am) in the cafeteria at Lee County High School.** Buses are asked to park in the student parking lot located at 1900 Nash Street (Please follow the signs). Teams are to check in to receive clipboards and other directions.

A few reminders:

* Follow the dress code outlined in the chapter guide to state FFA activities:
	+ *The North Carolina FFA Dress Code for this event will be a collared shirt and long pants. T-shirts with FFA emblems and school logos are also acceptable. Students participating in the vet science CDE may also wear scrubs. Students should wear close-toed shoes.*
* **No tobacco products are permitted.** *The NC FFA Tobacco Use Policy will also be in effect during this event. This means that tobacco products, Juuls, e-cigarettes, and vapes are not to be used at any time during any official FFA event.*
* No cell phones or other electronic devices (this includes Apple watches) are allowed. Have your students leave these devices with an advisor.
* *Violations of these policies will result in penalties as outlined in the 2019-2020 Event Guidelines.*
* Participation waivers are required for this event and must be signed by a parent if the student is under the age of 18. Waivers will be collected at registration on the morning of the event. **No waiver = no participation.**
* **Students may use only non-programmable/graphing calculators that do not have the ability to communicate with other calculators. Calculators will be screened prior to the start of a CDE for acceptability. Students caught using data stored on a calculator or communicating with other calculators will result in a total team disqualification for the event.**

If you have any questions or concerns, please contact our office at 919-513-0216. Lunch will be provided (included in registration cost of $20 per student). Meal tickets for advisors, bus drivers, etc. can be requested during online registration for $10.

Please note:

* 2019 Vet Science breeds will focus on large animal breeds. The list of species is included in the updated event guidelines.
* The clinical practicum will be: **Filling a Syringe for Injection**.
* The handling and restraint practicum will be: **Applying a Gauze Dog Muzzle.**

The knowledge test may be based on the following: Veterinary Medical Terminology and Abbreviations (1), Poultry Breed Identification and Production Management (22), Goat Breed Identification and Production Management (23), The Immune System (34), Microbiology and Parasitology as Disease Processes (38), Animal Nutrition (37), and Veterinary Assisting Procedures (47).

A tour of the Central Carolina Community College Vet Tech Program will be offered 30 minutes after the conclusion of the event.

If you need lodging accommodations, the following hotels in the Sanford area are suggested:

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| **Hotel** | **Rate** |
| **Hampton Inn**1904 South Horner BlvdSanford, NC 27330**919-775-2000** | $103.50 + tax (2 queen beds)**\*This hotel offers a state government rate.** |
| **Comfort Suites**1891 Bragg StreetSanford, NC 27330**919-842-5600** | $89.99 + tax (2 queen beds)**\*This hotel offers a state government rate.** |
| **Days Inn**1217 N Horner BlvdSanford, NC 27330**919-776-3150** | $72.00 + tax (2 queen beds)**\*This hotel does NOT offer a state government rate.** |
| **Quality Inn**1403 N. Horner BlvdSanford, NC 27330**919-774-6411** | $61.95 + tax (2 queen beds) **\*This hotel offers a state government rate.** |

In making reservations, please mention that you are attending the North Carolina FFA Vet Science Event. Please remind your students of proper hotel conduct before you arrive.

Saturday’s event will begin with team check in at 8:00 a.m. followed by the events starting promptly at 9:00 a.m. The competition will take place from 9:00 a.m. until 2:00 p.m. Lunch will be provided.

**Please complete the online registration no later than November 15, 2019**. The North Carolina FFA Association will invoice your chapter for the registration fee of $20.00 per member, plus any extra meals requested *after* the event. If you have any questions, please feel free to contact me.

Attachments:

Student Waiver

Advisor Checklist

cc: State Agricultural Education Team

**Advisor Checklist**

To help things go smoothly during registration, please make sure you have completed the following prior to checking in:

☐ Signed waiver for each participant

☐ Two sharpened #2 pencils with erasers for each participant.
 NC FFA will provide clipboards.

☐ Calculators

☐ Review registration material and Event Guidelines

☐ Review scorecard with students for correct marking procedures

☐ Check dress code!

 ☐ No shorts

 ☐ Closed-toe shoes

 ☐ No cell phones

 ☐ No smart watches

 ☐ No tobacco/vapes

**On-Site Checklist/After Registration**

☐ Disperse and adhere name badges

☐ Disperse meal tickets to students

☐ Review scorecard instructions with students (name, chapter #,

 contestant #, division, etc.)

☐ Direct participants to assigned location