

NATIONAL CHRISTIAN FORENSICS & COMMUNICATIONS ASSOCIATION

NATIONAL QUALIFYING TOURNAMENT CERTIFICATION REQUEST FORM INSTRUCTIONS

*Submit this form, accompanied by appropriate fees and results,
within one week following the tournament to be certified.
All forms must be received by the NCFCA Offices on or before May 5, 2005.*

GENERAL INSTRUCTIONS FOR OBTAINING AND FORWARDING THE CERTIFICATION REQUEST FORM

- 1) Download this form along with accompanying instructions; print a hard copy to complete.
- 2) Complete one form for each tournament you wish to certify.
- 3) Make and keep a copy of completed forms, and mail the original along with appropriate fees to your State Representative (SR). In states without an SR, send forms directly to your Regional Coordinator (RC).

GENERAL TOURNAMENT INFORMATION

- Sponsoring Organization:*** The local group, club, or state organization who hosted the tournament (e.g., Smithville Speech & Debate Club)
- Tournament Title:*** If applicable, record the name of the tournament if different from the hosting organization, (e.g., Sunset Classic, Northwest Invitational).
- Tournament Dates:*** The dates over which the tournament was run (e.g., Feb. 20-22, 2005)
- Tournament Location:*** The name and street address (no P.O. Boxes, please) of the facility, (e.g. First Baptist Church of Smyrna, 1234 Fifth St., NE)
- Tournament Director:*** The individual designated to insure that the tournament was run in compliance with NCFCA policies and procedures
- Contact Person:*** This may or may not be the Tournament Director. This individual must be able to answer questions about the information contained in the Certification paperwork and Tournament Report. An email address is important.

TOURNAMENT TYPE

- Closed:*** Open only to residents of the state or of the geographic region specified
- Open:*** Open to any participant in the United States and Canada registering on a first come first served basis

IE TOURNAMENT SCOPE

- Level 1:*** This option is provided for states with new or small programs. It is to include a minimum of 3 Individual Events with a minimum of 5 participants per event.
Maximum to qualify is 1 per event.

Level 2: Includes a minimum of 5 events with at least 7 participants per event
Maximum to qualify is 3 per event.

Level 3: Includes 9 events with at least 7 participants per event
Maximum to qualify is 5 per event.

SPEECH & DEBATE TOURNAMENT EVENT SIZE

In the box labeled #P beside each event, write the number of participants who competed in that event. In the #Q box, put the number of students who qualified in that event to compete at the National Tournament.

The Qualifying Schedule below designates the **Maximum** number of slots to be granted at a qualifying tournament: Contact your RC for the exact number of slots that you may award.

Team Policy Debate: 1 per 8 teams
2 per 20 teams
3 per 30 teams
4 per 40 teams
5 per 50 teams
6 per 60 teams

Lincoln Douglas: 1 per 6 teams
2 per 13 teams
3 per 20 teams
4 per 30 teams
5 per 40 teams
6 per 50 teams

Individual Events: (per event)
1 per 7 participants
2 per 14 participants
3 per 20 participants
4 per 30 participants
5 per 40 participants

Level 1 tournaments may qualify only one per Individual Event, regardless of the number of participants in an Individual Event. Level 2 tournaments may qualify up to a maximum of 3 per IE. Level 3 tournaments may qualify 4 per IE with 30 and 5 per IE with 40 participants.

CERTIFICATION FEES

The following fees are to accompany this tournament Certification Request Form:

Team Policy Debate: \$30 per each qualified Policy Debate team

Lincoln Douglas Debate: \$15 per each qualified LD debater

Individual Events: \$10 per each qualified IE slot

*Checks are to be payable to NCFCA and mailed **with this paperwork** to your State Representative.*

REQUEST FOR RULE CHANGE

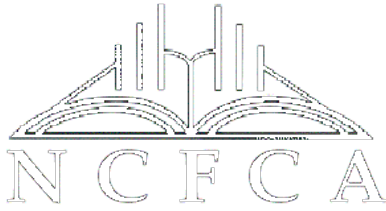
Any modification, addition, or deletion of an NCFCA published rule must be discussed here. If none are herein discussed, published NCFCA rules governed the tournament.

SIGNATURES

As the responsible party, the request form requires the signature of the Tournament Director. Signatures of associate or assistant or co-directors are optional.

NOTE

Do remember to keep a copy of all submitted paperwork for your files and reference. Follow up with your State Representative to be sure everything is in order for your tournament certification.



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within one week following the tournament to be certified.
All forms must be received by the NCFCA Office on or before May 5, 2005.*

GENERAL TOURNAMENT INFORMATION

Sponsoring Organization: _____
 Tournament Title: _____
 Tournament Dates: ____/____/____ - ____/____/____
 Tournament Director: _____
 Primary Contact: _____
 Mailing Address: _____
 Phone: () _____ E-mail: _____

TOURNAMENT TYPE

- Closed** to participants outside the state of _____ or closed to participants outside the geographic region of _____
- Open** to any participant in the United States and Canada

IE TOURNAMENT SCOPE

- Level 1** **Level 2** **Level 3**

SPEECH & DEBATE TOURNAMENT EVENT SIZE

- (#P) Number of participants who competed in each category
 (#Q) Number that qualified for the National Tournament in each category

Debate	#P	#Q	#P	#Q
Policy Teams			Lincoln-Douglas Debaters	
Individual Events				
Original Oratory			Dramatic Interpretation	
Expository			Humorous Interpretation	
Persuasive Speaking			Duo Interpretation teams	
Impromptu Speaking			Open Interpretation	
Apologetics			Extemporaneous	
Oratorical Interpretation				

PLEASE INCLUDE *TOURNAMENT CERTIFICATION FEES* ACCORDING TO THE FOLLOWING SCHEDULE:

Fee Guidelines

\$30 per qualified Policy Debate team

\$15 per qualified LD debater

\$10 per nationally qualified IE slot

(Checks are to be payable to NCFCA)

Fees due to NCFCA

_____ *Teams qualified* \$ _____

_____ *LDers qualified* \$ _____

_____ *IE slots qualified* \$ _____

Total Amount Submitted \$ _____

Request For Rule Change

The following additions/modifications to NCFCA National Qualifying Tournament Rules were requested for this tournament:

The undersigned certifies that the tournament was run in accordance with the criteria specified in the NCFCA Tournament Request Form and the NCFCA Tournament Speech and Debate Rules.

I, _____ Tournament Director for the NCFCA National Qualifying tournament held on _____ (date) at _____ (location) certify the following:

- 1) The tournament was managed in accordance with published or agreed upon NCFCA Speech and Debate Tournament Rules.
- 2) To my knowledge any disputes arising out of the tournament have been handled in accordance with the processes stipulated in the Tournament Rules.
- 3) I have included affiliate numbers for all tournament participants.
- 4) I have electronically submitted tournament results to the SR and RC **within one week** following the tournament using the National Qualifying Tournament Report supplied on the NCFCA website. **Regardless of the one week requirement, please note: for tournaments held after April 30, forms still must be received by the NCFCA Office on or before May 5, 2004.**
- 5) I have included the appropriate tournament Certification Fees.

Tournament Director's Name (print)

Signature of Tournament Director

Position in Organization

_____/_____/_____
Date

Signature of State Representative

Signature of Regional Coordinator

_____/_____/_____
Date

_____/_____/_____
Date