Officer Candidate Checklist

Officer Candidates will be expected to submit a State Officer Candidate Packet by the set deadline. The submitted packet should include the following:

- Officer Candidate Check List (Signed by candidate and advisor)
- Officer Information [https://skillsusanm.org/state-officer-candidate-form/](https://skillsusanm.org/state-officer-candidate-form/)
- Candidate Certification and Agreements (state and national)
- State Officer Calendar *(State Officer Candidates only)*
- Local Advisor Guidelines
- Delegate Conduct and Medical Form
- Media Release Form
- Candidate Code of Ethics
- Social Media Contract
- Conditions of Understanding
- Officer Reasons for Removal Form
- College/Post-Secondary State Officer Candidate Endorsees *(College/Post-secondary only)*
- National Officer Candidate Addendum (national candidate)
- 2 letters of Recommendation
- Official School Transcript – mailed to state office
  - NM SkillsUSA, 1500 S. Ave K, ENMU-Station 61, Portales, NM  88130

Note: Packets must be submitted by 5:00 pm MST **March 1**. Packets not meeting the deadline will be sent back. **All applications must be submitted once and complete**, absolutely no exceptions will be made.

**Please keep copies of all forms for your records.**

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Candidate Signature          Advisor Signature