



Virginia Cooperative Council

P.O. Box 25202 • Richmond, VA 23260 • (804) 281-1211 • Fax: (804) 281-7719 • Email: allen.melton@sscoop.com

Virginia Institute on Cooperative Education April 13 – 15, 2018 2018 Nominee Application

Please complete and return this form by **Friday March 30, 2018** in its entirety to the VCC office to:

Allen Melton
Virginia Cooperative Council
P.O. Box 25202
Richmond, VA 23260
E-mail: allen.melton@sscoop.com
Fax: 804-281-7719

NAME: _____ AGE: _____ DATE OF BIRTH: _____

HIGH SCHOOL: _____

PHONE: _____ E-MAIL ADDRESS: _____

ADDRESS: _____

PARENT/GUARDIAN NAME: _____

ACTIVITIES List scholastic or extracurricular activities that you have participated in, any special awards or honors you have received, or offices you have held. Be sure to include dates of participation. Attach separate sheet if necessary.

REFERENCE Attach a letter of recommendation from an adult who is a school, community, or church leader. This person should not be your parent, guardian, or relative. Reference should include the following information: How have you become acquainted with the student? How long have you known this student? Why do you feel this student would be a valuable representative at the Virginia Institute on Cooperative Education?

**VIRGINIA COOPERATIVE COUNCIL VIRGINIA
INSTITUTE on COOPERATIVE EDUCATION**

CODE OF CONDUCT

The Virginia Institute on Cooperative Education (VICE), sponsored by the Virginia Cooperative Council, is a remarkable educational experience for teens, young adults, and other adults who administer the conference. Full participation provides greater fulfillment for the individual delegate and for the combined delegation. For these reasons, full attendance and participation by everyone is not only encouraged, it is necessary. Therefore, those teens and adults who choose not to abide by this Code of Conduct will be subject to early release from this Institute and will be asked to reimburse their sponsoring cooperatives for the scholarship money. Unacceptable behavior includes:

- Deliberate destruction or removal of facilities or equipment is forbidden.
- Possession or use of fireworks or firearms is forbidden.
- Possession or use of alcoholic beverages or illegal drugs is forbidden.
- Females visiting in male sleeping rooms or areas designated for male occupancy is forbidden.
- Males visiting in female sleeping rooms or areas designated for female occupancy is forbidden.
- Possession or use of tobacco products by teens under the age of 18 is forbidden. (All teens over 18 and adults are encouraged not to use tobacco. State law prohibits smoking by youth under age 18.)
- Attendees are required to be in their assigned room when “lights are out” at night. (Times will be noted on program).
- Participation in all planned programs and activities is required. (If you become ill, please inform adult leader for males/females.)
- No delegate will be released to any family member or friend before the Institute is completed on Sunday (emergencies will be dealt with individually).
- All delegates are asked not to drive their personal vehicle while attending the Institute and to turn their keys in at registration desk when they pick up their room keys.
- There will be a designated chaperones for both the male and female attendees.
- Any conduct not specifically covered by the above provisions, but deemed a serious breach of conference decorum, will be reviewed by the conference chaperons and appropriate action taken.

CONFERENCE DRESS CODE

All delegates are expected to dress neatly. No “cutoffs”, patched or “holey” jeans will be allowed. Appropriate upper and lower garments and shoes will be worn at all times. The following dress code will be expected:

MALES	FEMALES
1. Casual Dress: sports shirts, polo shirts, slacks, nice jeans.	1. Casual Dress: slacks, sweaters, blouses, nice jeans.
2. Sunday Awards Luncheon: dress shirts, slacks, and ties or official FFA dress. Group photos will be taken.	2. Sunday Awards Luncheon: school dresses, dressy clothes. Group photos will be taken.

***Please be aware that you may not have time to redress for the Sunday Awards Luncheon. It is suggested that you dress appropriately before leaving your room on Sunday morning.