

CONNECTICUT ASSOCIATION OF SCHOOLS

30 Realty Drive, Cheshire, Connecticut 06410  
Telephone (203) 250-1111 / Fax (203) 250-1345

Return this application to:

**Keri Hagness, Chair, CSAC**  
**Principal, The Morgan School**  
**71 Killingworth Turnpike, Clinton, CT 06413**  
**Telephone: (860) 664-6504/ Fax: (860) 664-6549**

**RENEWAL APPLICATION**

For Placement on Approved List of Contests and Activities  
Connecticut Student Activities Conference

Name of Sponsoring Organization \_\_\_\_\_

Address \_\_\_\_\_

Person to Contact \_\_\_\_\_ Telephone ( ) \_\_\_\_\_

Title of Contest or Activity \_\_\_\_\_

We do  We do not Plan to sponsor this contest or event next year

A. If you "do not" a brief explanation would be appreciated.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

B. If you "do" please provide the necessary new information for the coming year and any significant change in format or requirements. (You must note any change which might be in conflict with the criteria as indicated on the reverse side of the renewal application.)

Date \_\_\_\_\_ Time \_\_\_\_\_

Place \_\_\_\_\_ Other \_\_\_\_\_

(Attach any printed descriptive material relevant to the activity.)

Was this renewal application addressed to the correct party at the correct address? If not, please make appropriate corrections below:

\_\_\_\_\_  
\_\_\_\_\_

Signed \_\_\_\_\_ Printed \_\_\_\_\_

Date \_\_\_\_\_ Official Position of Signer \_\_\_\_\_

Address of Signer \_\_\_\_\_

APPROVAL --  Granted /  Withheld Date Acted On \_\_\_\_\_

Chair \_\_\_\_\_

An interscholastic activity shall be defined as any type of inter-school experience which involve participation of students from member schools in more than two school districts. A member school may participate in any interscholastic activity involving the schools of only one or two school districts. A member school may participate in any interscholastic activity not specifically prohibited by the Connecticut Student Activities Conference or which is not in violation of the CSAC By-laws. However, it is the responsibility of the principals of member schools to check out such activities when in doubt.

### **CRITERIA**

Used by the Connecticut Student Activities Conference in evaluating contests and activities other than athletics for possible placement on the Advisory List.

1. The activity must be educationally sound, worthwhile and stimulating to the students and the school.
2. The activity must not place undue burdens or obligations on students, their families, teachers or school.
3. The activity shall not be commercial or sectarian in nature, nor should it offer propaganda or advertisement for any product, company or organization.
4. The activity must not exclude any student because of race, color, creed, sex, physical or mental handicap.
5. The activity must be well planned and organized and must provide for the adequate supervision and welfare of participating students at all times.
6. Awards and prizes for the activity must be adequate in number and quality.
7. Essay contests may not interfere with the educational practices of a school.

### **REGULATIONS**

#### **Scheduling:**

1. Activities should be scheduled on non-school time. If an activity must be scheduled during the school day every effort should be made to avoid excessive loss of school time. The loss of more than one day of school time will be considered "excessive." Rare exceptions will be made if the activity is subject related and provides a learning experience not usually available in the traditional secondary school curriculum.
2. Activities that are scheduled on Sunday will not be approved by the CSAC. In extraordinary circumstances, an appeal for exception may be made to the CSAC.

#### **Transportation:**

Transportation should be by fully insured conveyance.

#### **Supervision:**

Adequate and responsible adult supervision should be provided for all activities.

#### **Fees:**

Reasonable registration or entry fees may be assessed subject to the approval of the CSAC.

#### **Sponsorship:**

Sponsors of activities must be recognized organizations, institutions or associations and must be approved by the CSAC.

#### **Approval:**

1. Sponsors shall submit written applications to the CSAC prior to June 1 to insure being placed on the annual approved list for the ensuing school year. After June 1, applications for new activities shall be submitted 60 days prior to the date of the proposed activity.
2. Approval or non-approval will be granted upon review of the application by the CSAC. Unless otherwise stated, approval is for one year only. Such review shall be based upon criteria and regulations established by the CSAC.

NOTE: The CSAC will not concern itself with inter-school activities (joint concerts, dances, debates, plays, clinics, etc.) Of one or two school districts when administered and supervised by the schools concerned, or activities entered into by a school with non-school groups within the communicate served by the school, if the activity does not concern member schools of more than one district. Decisions of CSAC may be appealed to the CAS Board of Directors.