

Illinois Health Occupations Students of America [HOSA]

Jan Rittenhouse, Executive Secretary

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Dear HOSA Advisor or HST Teacher:

Welcome back to Illinois HOSA! We hope your chapter is planning to affiliate with us. Membership information is on the website @ www.illinoishosa.org. The first semester deadline is **October 31st**. Second semester membership deadline is **February 1st**. Please affiliate at least 5 members of your chapter by the first semester deadline. By affiliating at least part of your chapter, we know that you are an active chapter. As you recall, alumni no longer need to affiliate with a local chapter. Alumni can visit the www.hosa.org website and affiliate. No membership fee is charged for alumni. After completing the membership roster and affiliation forms, send them to me. After the forms have been sent and payment to Illinois HOSA has been received, you need to contact me to get your chapter charter number and password. Chapter advisors will enter their chapter membership on the national HOSA website. Please make sure that your membership list is exact before submitting your list to the national office. Chapter advisors cannot remove members once the list has been submitted. Thus, double check the list to make sure that a student has not been omitted or listed twice. Directions for Illinois HOSA Membership Online are attached in this email.

The Fall Workshop is scheduled for Friday, October 21st from 10:30 AM until 1:30 PM at the Decatur Hotel and Conference Center. The registration deadline is **Friday, October 7th**. Please send only one copy of registration [fax, email, or regular mail]. Several registrations from one chapter become very confusing. Cost is \$25 for students [state officers do not pay a registration fee since they assist with the workshop]. Cost for advisors is \$50. The registration fee includes lunch and a tee shirt. CPDU's for advisors may be received.

A directory of chapters has been developed and will be put on the Illinois HOSA website. A list of chapters, advisors, school address and telephone number and email addresses for advisors will be in the directory.

Again, we look forward to having your chapter affiliate with Illinois HOSA. If I can be of further assistance, please contact me.

Sincerely,

Jan Rittenhouse
Executive Secretary