



Today's students. Tomorrow's business professionals.

KENNY & KAY FRANKLIN

STATE OFFICER COORDINATORS
TEXAS ASSOCIATION

NATIONAL OFFICER CANDIDATES

Greetings from your Business Professionals of America State Officer Team and Kenny & Kay Franklin, State Officers Coordinators! We are pleased that you are considering becoming an Officer Candidate. Being a National Officer requires leadership skills, maturity, commitment and a strong desire to further the goals of our worthy organization. We hope you are up to the task!

Please read carefully the enclosed officer candidate information and review with your advisor the **National Election Procedures, Secondary Division** (download from the **National Center website www.bpa.org**) Also download from the **www.texasbpa.com** website **TEXAS OFFICER CANDIDATE GUIDELINES** (Revised December, 2006)

The qualifications and eligibility for officer candidates are as follows:

1. Have a 2.5 grade average based on the 4.0 scale.
2. Have a business or office occupations career objective.
3. Be an active Business Professionals of America state and national member in good standing by January 15.
4. Abide by the officer code of ethics.

The following materials must accompany your completed nomination form:

1. The nomination form must be accompanied with a cover letter from the candidate, which includes the candidate's qualifications and reason for applying.
2. A letter of recommendation from the chapter advisor.
3. A one-page (8½ X 11 inch) biographical sketch or resume.
4. An **OFFICIAL** school transcript including grades of subjects taken the previous school year. The transcript must be in a sealed envelope from the Counselor's Department.
5. The signed Officer Calendar.
6. Code of Ethics (Page 22 in packet "National Officer's Code of Ethics").
Download this packet from the National Center (website: www.bpa.org)
7. A signed typewritten Candidate's Statement of 100 words why the candidate wishes to be an officer. Statements should be single spaced (8½ X 11 inch paper) with one-inch side margins. The statement must also be submitted on a 3½ floppy disk in Word 2000 format. A printed signed copy is also required. The statements will be published in the "TEXAS OFFICER CANDIDATE BOOK" and provided to the voting delegates. (Note: Any statement over 100 words **will not** be printed.) **This must accompany your nomination (application) form and meet the deadlines and/or your information will not be in the "TEXAS OFFICER CANDIDATE BOOK".**

8. A 3 wide x 5 long size picture **SCANNED** on the same disk with the 100 word statement. This must be included in your packet. Your picture will be published in the TEXAS OFFICER CANDIDATE BOOKLET and provided to the voting delegates.
9. The National Officer Worksheet must be typed and included in your material. All forms are included in the ELECTION PROCEDURES packet. Remove the forms and use to submit to Kay Franklin, State Officer Coordinator. Request this original National packet from the Kay Franklin, PO Box 310675, New Braunfels, TX 78131-0675.
10. Enclose your application fee with a money order for \$10.00 made payable to **BPA Texas Association.**

Be sure that you and your advisor review all the rules and follow them for this position.

Please remember that no more than one candidate per advisor may apply for national office.

Send the nomination form and the above materials postmarked by January 16, 2007 to:

**Kay Franklin, State Officer Coordinator
Business Professionals of America
PO BOX 310675
NEW BRAUNFELS, TX 78131-0675**

NO Faxes Will Be Accepted.

We encourage you to carefully consider the requirements and time involved. If you have any questions, please direct them to me at (830) 625-0874. The officers elected will have a year filled with hard work, personal growth, and lots of fun! If you choose to run, we know it will be an experience you will never forget! Best of luck!

Sincerely,

Kay Franklin

Kay and Kenny Franklin
State Officers Coordinators
Business Professionals of America
Texas Association