

Utah HOSA

October 1, 2024



Utah HOSA 2024

Fall Leadership Conference Registration Packet



Utah HOSA: Future Health Professionals
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Dear HOSA Advisors,

Greetings! We are looking forward to another successful year of Utah HOSA. Our students performed extremely well at the 2024 International Leadership Conference held in Houston, Texas. Thank you to all of the advisors, members and CTE directors who helped to make it the best Utah HOSA year ever! We look forward to receiving our official ranking from HOSA Headquarters soon! We were thrilled at how many times Utah was called to the finals stage ... in spite of record setting numbers of competitors! Thank you for your work and preparation with students! Here's to the 2024-2025 school year!

The themes for this year:

Utah HOSA: "Arches to Success with Utah HOSA" #uthosaarchestosuccess or #utahhosaarchestosuccess

HOSA Future Health Professionals: **HOSA: Powered by People**

National Service Project: **National Marrow Donor Program**

Utah HOSA Service Project: **See Through the Vape**

Utah HOSA Social Media: Instagram, Facebook. 'Official Utah HOSA '

We are so excited for the upcoming year and hope you will be pleased with the changes we have made (as per your evaluations) to improve the preparation of students and advisors.

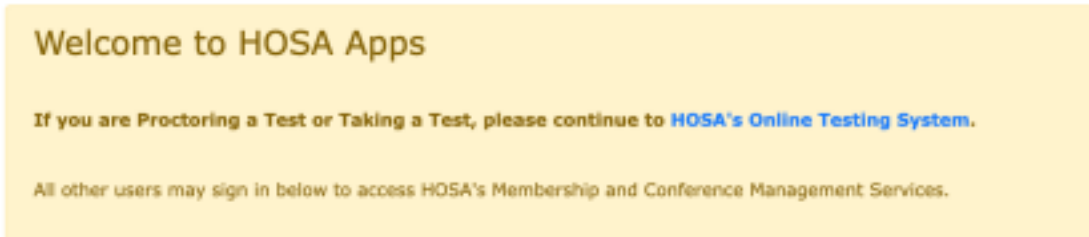
We are looking forward to **the Fall Leadership Conference held at the Provo Convention Center in Provo, Utah on October 1, 2024 for all divisions**. This is a ONE day event. Registration is \$50.00 per person – a bargain at any price!! Reminder, all participants will need to register for the conference! We will also have conference T-shirts and other HOSA Swag for sale. The following documents are noted as follows:

1. **Opening Letter and FLC Agenda**
2. **Fall Leadership Conference Registration** --- instructions included. Registration is on-line through the HOSA HQ website found at www.hosa.org. (HOSA CMS)
3. **Code of Conduct** (required for all participants)
4. **Medical Liability** (required for all participants)

How to Register for the Fall Leadership Conference Registration Deadline September 21, 2024

Online Registration Instructions:

- a. Go to the HOSA website at <https://apps.hosa.org/>
- b. Login in with your charter number and password
- c. Select “Affiliate” under number 2.



HOSA Apps Login

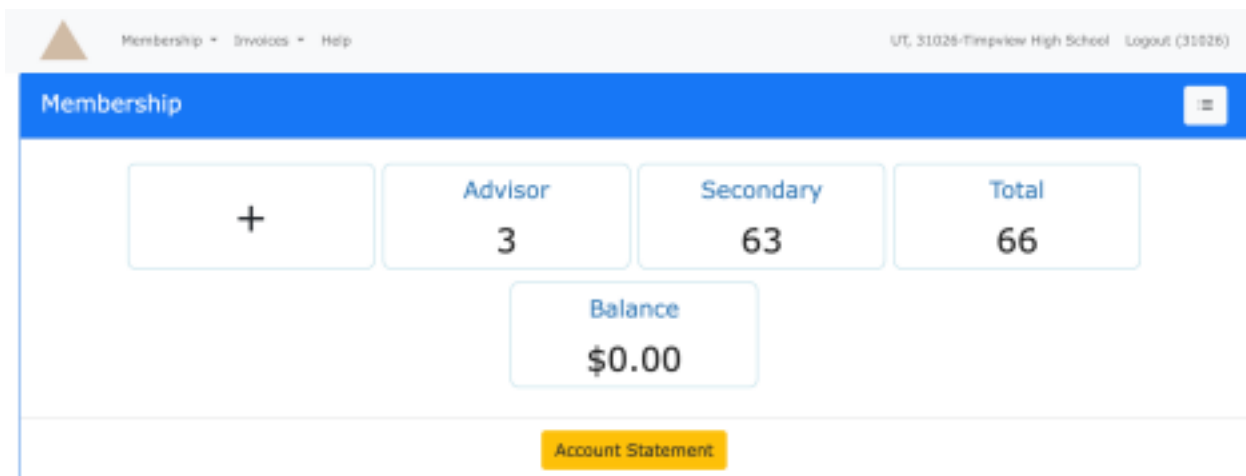
Login

Password [Forgot Password?](#)

[Judges](#) [Alumni Registration](#) [Member Activity Tracking](#) [Online Testing](#) [Login](#)

- d. After entering the HOSA CMS (Conference Management System) you can see membership, member activities, conferences and online testing

Membership can be added here at the top of the page.



e. Scroll down the page until you see “CONFERENCES”

f. Change the “pending” box to future (look at the red arrow).

Member Activities

	Pending		Denied		Approved	
	Hours	Amount	Hours	Amount	Hours	Amount
Total	0	\$0.00	0	\$0.00	0	\$0.00

Conferences Pending ▾

Empty

Online Testing Pending ▾

g. Select the 2024 Utah HOSA Fall Conference Box

h. Click on the 2024 Utah HOSA Fall Conference Box

> Utah HOSA Fall Leadership Conference
10/01/2024 - 10/01/2024

Alerts

Conference Registration opens in 1 day(s).

Registration 08/15/2024 12:43 AM - 09/21/2024 10:43 AM ⋮

Chapters	Attendees	Amount Due	Amount Paid	Balance
0	0	\$0.00	\$0.00	\$0.00

Options/Activities

i. This is where you will register the conference participants.

j. (1) If you have added people as members already, click on the button named “register members” on the bottom right.

(2) If you have NOT added people as members, click on the button named “register family/guest/other”.

The screenshot shows a web interface for registration management. It features three main sections: 'Registration Summary', 'Registrations', and 'Payments'. At the bottom, there are navigation links for 'View - Reports -' and two buttons: 'Register Members' and 'Register Family/Guest/Other'.

Attendees	Options/Activities	Events	Amount Due	Amount Paid	Balance
0	0	0	\$0.00	\$0.00	\$0.00

ID	Name	Type	Registration Details and Fees	Total Fee
Empty				

ID	Date	Description	Amount
Empty			

k. You may print an invoice by clicking on the button on the bottom left named **REPORTS**.

This screenshot is identical to the one above but includes additional navigation elements at the top: 'Membership', 'Invoices', and 'Help' on the left, and 'Utah HOSA Fall Leadership Conference' with a user profile icon on the right.

Attendees	Options/Activities	Events	Amount Due	Amount Paid	Balance
0	0	0	\$0.00	\$0.00	\$0.00

ID	Name	Type	Registration Details and Fees	Total Fee
Empty				

ID	Date	Description	Amount
Empty			

