WV TSA

Advisor HandbookLogo

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*Why Become a Member*

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*How to Nationally Affiliate*

**2021–2022 TSA Chapter Affiliation**

Membership in TSA runs for each school year.  The term of the 2021-2022 TSA membership begins when a chapter is affiliated and ends at the conclusion of the 2022 National TSA Conference on June 30, 2022.

TSA offers three, curriculum-integrated membership programs. Chapters choose the program that works best for them:

**Red Chapter Affiliation Program (Red CAP)**  
A chapter affiliates up to 10 members by paying a flat fee (additional members may be added during the year for a fee). The membership fee for Red CAP is $120 at the national level, plus state dues.

**White Chapter Affiliation Program (White CAP)**  
A chapter affiliates 11 or more members by paying a per member fee for state and national dues. The membership fee for White CAP is $12 per member at the national level, plus state dues.

**Blue Chapter Affiliation Program (Blue CAP)**  
A chapter affiliates an unlimited number of members in a school for a flat fee. This option is popular among chapters where students rotate through a STEM class for a portion of the year to enable all students to be members. The membership fee for Blue CAP is $400 at the national level, plus state dues.

**The chapter affiliation program you choose must be the same at the state and national level:**

* Red CAP chapters become White CAP chapters automatically when they affiliate 11 or more members.
* Red CAP or White CAP chapters may convert to Blue CAP at any time.
* TSA operates under a unified dues policy, whereby members must affiliate and pay applicable dues at the local, state, and national level.

**Benefits of TSA affiliation:**

* Streamlined access to the competitive event guides
* Customized leadership materials
* Chapter management tools
* Student member portal
* Opportunities to compete at the local, state, and national levels

**Expediting Affiliation**

Credit card payment is preferred and will ensure immediate chapter affiliation.  Paying by check through a purchase order may take up to several weeks to process.  To expedite chapter affiliation if paying by check, send a scanned copy of the check to register@tsaweb.org prior to it being sent to national TSA.

Note: TSA chapter affiliation is not complete until national TSA receives payment or an approved purchase order for payment.

***National Affiliation Deadline is February 1!***

*How to download the advisor’s handbook*

* 1. www.tsaweb.org
  2. Click Join/Login on top right
  3. Login with National Site Credentials
  4. Click “Quick Links and Help”
  5. Click on Appropriate Links for Tasks to Complete

*How to Navigate through the state tsa website*

* + 1. *www.wvtsaweb.org*
    2. *To find a list of events and dates*
       - *Click events tab*
    3. *To learn about state officers*
       - *Click State Officers Tab*
    4. *For a list of State Only Competitions*
       - *Click Competitions*
    5. *To view TSA Newsletters and Podcasts*
       - *Click Newsletter/Podcasts*
    6. *For a list of Applications such as State Officer, Advisor of the Years, etc.* 
       - *Click Info/Forms*
    7. *For State Advisor and State Officer Contact Information*
       - *Click Contact Us*

*How to Register for State Conference*

* https://www.registermychapter.com/tsa/wv/Login.asp?From=Register.asp
* Before you register for State Conference, you must input your roster on the National TSA Website.
* Once you’ve clicked on the link:
  + Click on Conference Registration
  + Input National Affiliate Credentials
  + Click Login
  + Add Advisors
  + Add Chaperones
  + Add Members
  + Add Events Under Members’ Dropdown
    - You must know which team students will be participating on and input accordingly.
  + Add t-shirt sizes under each individual student’s and advisor’s names.
  + Click Submit
    - Events can be edited up until yearly specified date.
  + Once final submission is complete, print invoice, and mail to:
    - WV TSA

PO Box 798

Moundsville, WV 26041

* ***PAYMENTS ARE NONREFUNDABLE***
* ***NOTE: REGISTRATION DEADLINE IS FIRST FRIDAY OF MARCH OF EACH YEAR***

*Picking Competitions*

* Go to tsaweb.org
* To see an overview on competitions, click on “Competitions & Programs”
* Click on the appropriate school level

*How to Find Rules for Specific Competitions*

* Go to tsaweb.org
* Click Join/Login
* Login with National Affiliate Credentials
* Click Total TSA
* Click Competitions
* To View Each Competition, Download “TSA High School Competitive Events Guide for the 2021 and 2022 National TSA Conference Zip File”

*How to Find Themes and Problems*

* Go to tsaweb.org
* Click Competition & Programs
* Click Themes & Problems
* Find appropriate theme for correct level.

*How to Find the State Supplement*

* wvtsaweb.org
* Click Competitions
* Click the level appropriate State Supplement PDF

*How to Find State Applications*

* wvtsaweb.org
* Click info/forms
* Click on appropriate form PDF

***All applications are due February 14 of each year***.

*Navigating State Conference*

* When you arrive:
  + Go to Assembly Hall to check in and obtain advisor packet.
* Familiarize your students with building locations prior to competition times.
* Each person must have a name tag and wrist band to enter sessions and meals.
* General sessions and meals are mandatory.
* Members are responsible for getting to competitions on time and dressed appropriately.

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| **Chapter Name** | **Address 1** | **Address 2** | **City** | **State** | **Zip** | **Advisor** | **Cell** | **Email** | **School Phone** |
| Brooke High | 29 BRUIN DR |  | WELLSBURG | WV | 26070 | Christopher Mockbee | (304) 914-5546 | mockbee30@gmail.com | (304) 914-5546 |
| Brooke Middle School | 5 Bruin Drive |  | Wellsburg | WV | 26070 | Keith Huntzinger | (304) 670-8665 | keith.huntzinger@k12.wv.us | (304) 737-3800 |
| Calhoun-Gilmer Career Center | 5260 East Little Kanawha Hwy |  | Grantsville | WV | 26147 | Virginia McCormick | (304) 651-9879 | vmccormi@k12.wv.us | (304) 354-6151 |
| Clay County High School | PO Box 711 |  | Clay | WV | 25043 | Jessica Ramsey | (304) 553-2318 | jessica.ramsey@k12.wv.us | (304) 587-4226 |
| Clay County Middle School | PO Box 489 | 419 Church Street | Clay | WV | 25043 | Jessica Ramsey | (304) 553-2318 | jessica.ramsey@k12.wv.us | (204) 587-2343 |
| Eastern Greenbrier Middle School | 403 Knight Drive |  | Ronceverte | WV | 249703 | Lisa Dolan | (304) 661-4622 | ldolan@k12.wv.us | (304) 647-6498 |
| Greenbrier East High School | 273 Spartan Lane |  | Lewisburg | WV | 24901 | Bryon Warfield | (304) 520-5371 | bwarfiel@k12.wv.us | (304) 647-6464 |
| Hundred High School | P.O. Box 830 | 3490 Hornet HWY | Hundred | WV | 26575 | Rex Rush | (304) 871-0553 | rrush@k12.wv.us | (304) 775-5221 122 |
| John Marshall High School | 1300 Wheeling Ave |  | Glen Dale | WV | 26038 | Tom Romick | (304) 280-1505 | tromick@k12.wv.us | (304) 845-4400 |
| Morgantown High School | 109 Wilson Street |  | Morgantown | WV | 26501 | Crissy McCabe | (304) 685-4250 | cmccabe@k12.wv.us | (304) 685-4250 |
| Moundsville Middle School | 223 Tomlinson Ave |  | Moundsville | WV | 26041 | Shelly Lynch | (304) 975-0407 | shelly.lynch@k12.wv.us | (304) 843-4440 |
| South Middle School | 500 E Parkway Drive |  | Morgantown | WV | 26501 | Abbey Hoffner | (865) 680-8040 | Abbey.Hoffner@k12.wv.us | (304) 291-9340 |
| Tyler Consolidated High School | 1993 SIlver Knight Drive |  | Sistersville | WV | 26175 | Ashley Cunningham | (304) 771-0882 | ashley.cochran@k12.wv.us | (304) 758-9000 |
| Tyler Consolidated Middle School | 1993 Silver Knight Drive |  | Sistersville | WV | 26175 | Ashley Cunningham | (304) 771-0882 | ashley.cochran@k12.wv.us | (304) 758-9000 |
| University High School | 131 Bakers Ridge Road |  | Morgantown | WV | 26508 | Jeanne Oiler | (304) 838-1703 | joiler@k12.wv.us | (304) 291-9270 |