



Send a Student to the HOBY State Leadership Seminar

Phi Sigma Pi Chapter Members can make a difference in the lives of local youth by identifying and/or sponsoring deserving students to attend the [State Leadership Seminar](#).

To introduce HOBY to local schools and help them select and register students, please follow these steps:

1. **Select your high schools.** Whether your Chapter intends to support one high school or several in the area, first find the schools you would like to support. Your schools can be selected based on location (within your immediate community) or based on need (financially challenged schools in your area or in the state).
2. **Contact Sunshine Navarro Shively (Registration and Outreach Manager for HOBY).** Let her know of your clubs' intention to support students for HOBY. Email her at shivelys@hoby.org with the following information about your selected school(s): school name, complete mailing address, phone number, fax number, and website (if available). *This information about your selected schools can be found online.*
3. **Sunshine Navarro Shively will contact you with helpful information.** Before proceeding, she will inform you if your selected schools have already registered and/or paid for students.

If your selected schools have already registered students (but not paid the registration): Your Chapter can support the students, schools, and our HOBY volunteers by providing sponsorship. See the Sponsorship form on the next page.

If your selected schools have not registered: Sunshine will provide you with the information below to proceed with your recruitment.

- a. Each school's unique school ID and password to register a student online.
 - b. Each school's HOBY contact, if available.
 - c. An electronic copy of HOBY's [2016 Sophomore Registration Kit](#) to share with school contacts.
 - d. The local seminar date, location, and contacts for the HOBY leadership team.
 - e. Additional information that will help with your recruitment.
4. **Contact Sunshine Navarro Shively again to follow up.** Let her know the results of your outreach. This will allow HOBY to track and follow up with schools.

IF YOUR CHAPTER WOULD ALSO LIKE TO SPONSOR STUDENTS, PROCEED TO THE NEXT PAGE.



PHI SIGMA PI - LEADERSHIP SEMINAR SPONSORSHIP FORM

Thank you for your support of HOBY!

A \$350 sponsorship covers the full cost (per student) of attending a seminar. This includes the \$195 registration fee typically paid by schools and the \$155 our volunteers fundraise to cover the remainder of the cost. Your sponsorships cover all meals, lodging, training materials, a t-shirt and more for your students.

Complete this form by typing directly onto the blank lines.

Chapter Name _____ **University** _____

Contact Name _____ **Title/Position** _____

Contact Phone _____ **Email** _____

Mailing Address _____

City _____ **State** _____ **Zip** _____

Total Amount Enclosed:	\$ _____
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Check Payment

Please make checks payable to "HOBY"

Check number(s) _____

Credit Card Payment

Name on Card _____

Card No. & Exp. _____

Billing Address _____

City, State, Zip _____

Signature _____

The enclosed donation is for:

These Students

These Schools

Please print and mail this completed form with payment to:

**HOBY REGISTRATION – ATTN: SUNSHINE
31255 CEDAR VALLEY DRIVE, SUITE 327
WESTLAKE VILLAGE, CA 91362**

Every attempt will be made to use your donation towards the school(s) you have indicated. In the event that your selected school(s) has paid their registration fee or has been sponsored by another local business or organization, we will use your donation towards the next closest school in your community. **All donations will be used towards schools in your state.** For any questions, please contact HOBY at registration@hoby.org.