

NC HOSA Regional Officer Application

Term: 2025–2026

Eligibility

Candidates must be affiliated NC HOSA members in grades 9–12 during the 2025–2026 school year. They must also be registered to attend their Regional Leadership Conference (RLC). Each school may nominate up to three (3) qualified candidates for office.

Deadlines

Applications and Teacher Recommendation Forms are due on **October 10, 2025**. The slate of candidates will be posted on the NC HOSA website by **October 20, 2025**.

Late applications will not be accepted. Please plan ahead for technical issues or school closures, as no extensions will be granted.

Regional Officer Positions

Each region will elect the following officers (subject to change based on the number of applicants): **President, Vice President, Secretary, and Treasurer**. If the Regional President cannot fulfill their duties, the Vice President may be asked to assume those responsibilities.

Application Requirements

The application must be completed in one sitting and does not save progress. Please gather all items before beginning.

Applicants will be asked to upload:

- A recent color photo of the candidate (JPEG or PNG)
- A current, one-page resume in PDF format highlighting HOSA achievements
- A current transcript in PDF format (unofficial accepted; freshmen may submit their most recent report card)
- A one-page essay in PDF format, double-spaced, 12-point Calibri or Times New Roman, addressing the prompt: ***“What do you want to pursue in your future, and how will serving as a North Carolina HOSA Regional Officer help you achieve your goals?”***
- A completed nomination form with all handwritten signatures (electronic signatures will not be accepted)

Teacher Recommendations

Each candidate must arrange for their lead HOSA advisor and two additional teachers (not serving as advisors) to complete a Teacher Recommendation Form by **October 10, 2025**. The form is available on the Regional Leadership Conference page of the NC HOSA website. It is the student's responsibility to confirm that recommendations are submitted on time.

Selection Process

A selection committee will review applications, essays, resumes, and transcripts. Candidates will be slated based on service to HOSA, demonstrated leadership ability, scholastic achievement, and overall qualifications. While office preferences will be considered, the committee reserves the right to slate candidates for any office as needed.

Campaign Information

Slated candidates will present a campaign speech, not to exceed three minutes, at their Regional Leadership Conference. A signal will be given when one minute remains.

Following the speeches, each chapter's three voting delegates will cast ballots. Regional Officers will be announced and installed during the Awards Ceremony at the close of the conference.

Campaign Rules

- Speeches may not exceed three minutes.
- Campaign materials are not permitted. Candidates may not distribute items to delegates, advertise on social media, or use props, posters, or signs during speeches.

Expectations of Regional Officers

Elected officers will serve their region under the guidance of the Regional Board Representative, State Officer, NC HOSA State Officer Coach, and the NC HOSA Executive Director. They are expected to represent NC HOSA at regional events, assist with responsibilities at the State Leadership Conference, and commit to serving for the full 2025–2026 term.

Nomination Form

NC HOSA Regional Officer Candidate | 2025–2026

Candidate's Statement

If elected as an NC HOSA Regional Officer, I commit to serving the organization for the full term of office. I will promote the goals and objectives of HOSA, complete assignments on time, and project a professional image of HOSA at all times. I will abide by NC HOSA Policies and Procedures, follow the NC HOSA Regional Officer Campaign Rules, and attend the State Leadership Conference to assist with conference responsibilities.

Candidate Signature _____

Local Advisor's Statement

I recommend this student for a Regional Officer position. This candidate is an affiliated HOSA member for the current year and is capable of fulfilling the responsibilities of office.

Advisor Signature _____

Parent/Guardian Statement of Support

I support my child's application for NC HOSA Regional Office. If elected, I understand they must dedicate time and have reliable transportation to fulfill the responsibilities of office.

Parent/Guardian Signature _____

Application Scoring Rubrics

Your Regional Officer Application will be scored in four areas: Application Completeness, Transcript, Essay, and Resume. Each section has its own rubric so candidates understand how points are awarded.

Application Completeness – Maximum 12 Points

Your score is based on submitting all required items on time and in the correct format. Each item is weighted based on importance:

Item	Criteria	Points
Nomination Form	Submitted with all required handwritten signatures	3
Teacher Recommendations	All submitted by deadline	3
Resume	Submitted in correct format (PDF, one page)	2
Essay	Submitted in correct format (PDF, double-spaced, correct font)	2
Transcript	Submitted in correct format (PDF/report card if freshman)	1
Photo	Recent color photo submitted (JPEG or PNG)	1
Total		12

Transcript – Maximum 4 points

A complete, current transcript is required. It must include spring and summer 2025 grades and classes, the student's most recent calculated GPA, and a record of all courses taken. All pages of a standard transcript from PowerSchool or other school district record-keeping software should be submitted. Unofficial transcripts are acceptable.

Transcript (Unweighted) Maximum 4 Points	
4.0	4 points
3.9 – 3.5	2 points
3.4 – 3.0	1 point
2.9 – below	0 points

Essay – Maximum 15 Points

Prompt: “What do you want to pursue in your future, and how will serving as a North Carolina HOSA Regional Officer help you achieve your goals?”

Scoring Rubric (0–5 points per category):

	0	1	2	3	4	5
Stylistic Choices and Organization	<ul style="list-style-type: none"> Does not follow prompt, irrelevant to topic No effort in writing Barely makes reference to the task 	<ul style="list-style-type: none"> Does not meet essay length requirements Writing errors hinder understanding of message 	<ul style="list-style-type: none"> Meets essay length, but lacks understanding of message Simple sentences Lack of organization through essay 	<ul style="list-style-type: none"> Meets essay length with mature writing Basic organization of essay, but does not create a clear message 	<ul style="list-style-type: none"> Meets essay length with competent writing skills and use of vocabulary Direction and purpose in organization creates a strong message 	<ul style="list-style-type: none"> Meets essay length with very focused and persuasive writing skills using advanced vocabulary Organization and transitions lead to convincing message
Prompt/ Analysis		<ul style="list-style-type: none"> Unclear argument and organization Little support for argument 	<ul style="list-style-type: none"> Simple argument Support is wordy, repetitious, irrelevant States argument but does not fully address 	<ul style="list-style-type: none"> Prompt answered very loosely No large support for the argument 	<ul style="list-style-type: none"> Strong understanding of prompt Developed argument with strong support for argument 	<ul style="list-style-type: none"> Very thorough analysis of prompt Convincing support with insightful ideas
Distinguishing Characteristics		<ul style="list-style-type: none"> Lacks any clear writing ability Excessive grammar errors Too brief of an essay 	<ul style="list-style-type: none"> Has some writing ability, but contains many flaws Summarize, describes, and paraphrases instead of analysis 	<ul style="list-style-type: none"> Answer prompt but without true analysis 	<ul style="list-style-type: none"> Answers prompt with adequate writing ability Free from excessive grammar errors 	<ul style="list-style-type: none"> Essay is clear, precise, and coherent Essay contains little to no errors

Resume – Maximum 20 Points

Your resume must be **one page**, in a professional business format, and include:

- Full name, school, state, and current grade level
- HOSA achievements (offices held, awards, involvement)
- Number of years active in HOSA
- Other honors, awards, or leadership positions

Do not include personal address or phone number. *You will lose points.*

Scoring Rubric (0–5 points per category):

	0	1	2	3	4	5
Spelling and Grammar	Resume not submitted	There are 7 or more spelling or grammatical errors present in resume	There are 5-6 spelling or grammatical errors present in resume	There are 3-4 spelling or grammatical errors present in resume	There are 1-2 minor spelling or grammatical errors present in resume	There are no spelling or grammatical errors present in resume
Length	Resume not submitted or exceeds one page in length	N/A	N/A	N/A	N/A	Resume does not exceed one page
Content	Resume was not submitted	Resume was limited and did not provide enough information	Resume lacks most of the expected components. There were numerous areas that were not addressed and evidence of talent and experience was not presented.	Resume covers expected components but the audience is left with questions regarding the candidate's abilities and experiences.	Resume was well organized. Clarity and use of action verbs could have improved the resume.	Resume is well organized, uses action verbs for clarity and provides a clear overall picture of the candidate's talent and experience.
Creativity	Resume was not submitted	No creativity or originality was demonstrated.	Little creativity or originality was used in the resume.	The resume had a fair amount of creativity and originality, but the judges were left with wanting more.	The resume has moderate levels of creativity and originality but is missing the wow-factor.	The resume incorporated creativity and innovation that made it unique and made it stand out.