

If you have any questions, please contact the Student Congress VP at congressvp@wacfl.org .

1. Registration for tournaments should be done solely through tabroom.com .
2. Please provide 1 judge for every 5 congress entries or fraction thereof.
3. Please indicate which students are novices, their committee choices (based on legislation topics), and presiding officer/committee chair requests. Please make sure that your students' legislation is balanced among the three topic areas (domestic, economic, international). For example, if there are three students in your delegation, each student should be assigned to a different topic area. The choice of subject within the topic area is up to them. If there are five students in your delegation, all three topic areas will be covered 2-2-1. If there are seven students, topics areas will be covered 3-2-2, etc.
4. A special note regarding Student Congress – you will see that Congress has a Domestic section, an International section, and an Economic section. The sections correspond to the legislation area for each student, so please register the students in the appropriate section based upon the legislation they will be bringing. If a student would like to be a committee chair, a presiding officer, or is a novice, please indicate as follows after the student's last name: (P) for presiding officer, (C) for committee chair, and (N) for novice.

When using tabroom.com , be sure to do the following:

1. Create an account and sign on
2. Create/link to your school
3. Join the correct league (Va: Washington-Arlington Catholic Forensic League)
4. Add students to your roster
5. Add judges to your roster
6. Register for the upcoming tournament
7. Add students and judges to the tournament that you will be attending
8. **A special note regarding Student Congress** – you will see that Congress has a Domestic section, an International section, and an Economic section. The sections correspond to the legislation area for each student, so please register the students in the appropriate section based upon the legislation they will be bringing. If a student would like to be a committee chair, a presiding officer, or is a novice, please indicate as follows after the student's last name: (P) for presiding officer, (C) for committee chair, and (N) for novice.

Registrations must be completed by **9PM on the Wednesday before the tournament** with all information about the students, their events, their divisions, and ALL JUDGES. No additional entries or exchanges of entries will be permitted after the close of Wednesday registration.

Only drops will be permitted on Friday evenings until 7PM. There will be a \$10 fine for each late drop after that time. For the purposes of judge allocation, judges may be dropped if students are dropped before 7PM on Friday night. Student drops after the 7PM Friday deadline do NOT relieve your school of its judging obligations. Judge obligations are based on your school's registration at the close of the drop period on Friday night. In all events, dropped judges incur a \$50 per judge fine after the close of the drop period on Friday night.