

## **American Legion Louisiana Boys State Registration Packet**

### **Congratulations on your selection to attend the American Legion Louisiana Boys State program!**

Louisiana Boys State (“LABS”) is the premiere youth leadership and government education program in the state of Louisiana and one of fifty Boys State programs across the country. At LABS you will be surrounded by similar young men, those who – like you – have distinguished themselves as leaders. You will join an organization that has existed in Louisiana for over 80 years. Boys State Citizens are among an elite group of men who have gone on to become business leaders, doctors, legislators, governors, and presidents.

At Louisiana Boys State, you will not receive lessons on how to be a leader. By merit of being invited here, you show that you already have the seeds of leadership. What will happen at Louisiana Boys State is the tradition of “learning by doing.” You will be tasked with creating a state in all components of government, including local, regional, and statewide. You will see how everything from elections to state party conventions work. All of this is to push you to excel, to ignite the fire of leadership within you.

Congratulations again, and we look forward to having you join with others of Louisiana’s best and brightest this summer as Louisiana Boys State continues its great tradition of developing future leaders for our community, state, and country.

### **Instructions**

To finalize your selection to attend LABS, you will need to complete this registration packet. It contains both required forms and additional pages with additional information and program policies. Please carefully review the information in this packet and reach out to your local American Legion contact or the Louisiana Boys State program staff with any questions.

Participants selected to attend LABS must complete, sign, and return the following forms, along with signatures from a parent or legal guardian.

- Form 1: Personal and Medical Information
- Form 2: General Waivers and Acknowledgements

Prior to submitting these forms, be sure to read and review the attached policies and information document. The General Waivers and Acknowledgements form includes acknowledgement of understanding and abiding by the information contained in this document, including:

- Section 1: American Legion Louisiana Boys State Code of Conduct
- Section 2: Northwestern State University and Louisiana Boys State anti-hazing policy
- Section 3: Reminders and Considerations for Attending the Program

Forms should be submitted through the online registration portal at [laboysstate.com](http://laboysstate.com), using the electronic signature and submission process.

If you cannot submit the forms through our online portal, please contact the Louisiana Boys State program staff at [laboysstate@gmail.com](mailto:laboysstate@gmail.com).

# American Legion Louisiana Boys State

## Personal and Medical Information

### PERSONAL AND CONTACT INFORMATION

#### Boys State Citizen

Legal Name: \_\_\_\_\_

Preferred Conversational Name: \_\_\_\_\_

*For use on nametags, in conversation, or general program communications.*

Mailing Address: \_\_\_\_\_

High School: \_\_\_\_\_

T-Shirt Size: \_\_\_\_\_

D.O.B. (mm/dd/yyyy): \_\_\_\_\_

Email: \_\_\_\_\_

*Must be different from parental email. Non-school account preferred as student must have access during LABS/outside of school year.*

City: \_\_\_\_\_

State: \_\_\_\_\_ Zip: \_\_\_\_\_

Parish of Residence: \_\_\_\_\_

#### Primary Parent/Guardian

Name: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Relationship: \_\_\_\_\_

#### Secondary Parent/Guardian (if applicable)

Name: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Relationship: \_\_\_\_\_

### MEDICAL INFORMATION

#### Alternate Emergency Contact

Name: \_\_\_\_\_

Phone: \_\_\_\_\_

Relationship: \_\_\_\_\_

#### Primary Care Physician

Name: \_\_\_\_\_

Phone: \_\_\_\_\_

City/State: \_\_\_\_\_

#### Past Illnesses (Please check)

Chicken Pox

Mononucleosis

Smallpox

Diphtheria

Mumps

Typhoid Fever

Hepatitis (type: \_\_\_\_\_)

Poliomyelitis

Ear, Nose, Throat Problems (describe)

Measles

Scarlet Fever

\_\_\_\_\_

#### Present State of Health

Alcohol/Drug Issue

Emotional Condition

Hearing Impairment

Vision Impairment

Asthma

ENT Problems

Heart Condition

Other (describe)

Diabetes

Epilepsy

Ulcer

Current medications (dosage, frequency, and if refrigeration is required):

Dietary Restrictions (if allergy, include whether contact, ingestion, or airborne):

Other Allergies: \_\_\_\_\_

Date of Last Vaccination (mm/dd/yyyy - if applicable)

Influenza: \_\_\_\_\_

Covid-19: \_\_\_\_\_

Tetanus: \_\_\_\_\_

Additional medical information not noted above:

### INSURANCE INFORMATION

Responsible Party: \_\_\_\_\_

Relationship to Boys State Citizen: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Insurance Company: \_\_\_\_\_

Contact #: \_\_\_\_\_

Name of Insured on Card: \_\_\_\_\_

Subscriber Number: \_\_\_\_\_

Group Number: \_\_\_\_\_

### ADDITIONAL INFORMATION

Please list any additional possible accommodations or information that should be considered by the Program Staff:

\_\_\_\_\_

\_\_\_\_\_

# American Legion Louisiana Boys State General Waivers and Acknowledgements

## Consent to Medical Treatment and Hospital Services

In signing below, I certify that I am the legal parent/guardian of \_\_\_\_\_. In the event that my child/ward is a participant of the American Legion Louisiana Boys State program, to be held in Natchitoches, Louisiana on the campus of Northwestern State University, I hereby consent and grant permission, should the necessity of medical care arise, to the furnishing of medical treatment and hospital services as ordered or recommended by a qualified attending physician(s), including the administration of an anesthetic, laboratory procedures, medical or surgical treatment, x-ray examination or other hospital services. Permission is also granted for minor treatment, including the use of first aid medications and over-the-counter pharmaceuticals to be given by the Boys State program staff and/or program nurse.

I understand that in the event of an emergency, every attempt possible will be made to contact the parent/guardian of the program participant. I understand that my child/ward's participation in Louisiana Boys State may be terminated at the discretion of the Chair of the Louisiana Boys State Commission and/or the Program Staff and/or on the recommendation of a licensed medical provider if it is determined to be in the best medical or mental health interest of my child/ward.

## Media Acknowledgement

In signing below, I acknowledge that there are many media production opportunities at the American Legion Louisiana Boys State Program. This may include but is not limited to pictures, video, and audio taken by visiting press, Boys State staff/counselors, University staff, and/or other Citizens and presented in a variety of media including print, broadcast, or online. I acknowledge and give my permission for my child's/ward's picture and/or name to be used regarding the American Legion Louisiana Boys State program.

## Participation Acknowledgement and Waivers

I understand and acknowledge that participation in the American Legion Boys State program is voluntary and hereby consent and grant permission for my child/ward to participate in all activities in conjunction with this program. I further understand that my child/ward's participation may involve risk of injury or loss, both to person and to property. On behalf of my child/ward, I assume all risks in any way connected with said participation and I accept personal responsibility for any liability, injury, loss, or damage in any way connected with said participation.

This will further certify that I, the undersigned, in consideration of the benefits and opportunities derived by my child/ward who is a participant of the Louisiana American Legion Boys State program to be held at Northwestern State University in Natchitoches, Louisiana and having activities on the Northwestern State University Campus, do hereby release and discharge the American Legion, its officers, agents, staff, employees, and program volunteers from any and all claims, demands, suits, actions, or course of action which may can, or shall have reason of illness, injury or accident incurred or suffered by said child/ward while in attendance of said American Legion Louisiana Boys State program, and that the provision of such insurance is my own personal responsibility.

## Registration Form Acknowledgements

I certify that my child/ward and I have read, agreed to, and hereby sign acknowledge the Louisiana American Legion Boys State Code of Conduct, the NSU and Program Anti-Hazing Policy, and the Reminders and Considerations for Attending the Program as contained in this registration packet.

Finally, I do hereby certify that the information provided in the Personal and Medical Information form is true and correct to the best of my knowledge.

\_\_\_\_\_  
Printed name of Boys State Citizen

\_\_\_\_\_  
Printed Name of Parent/Guardian

\_\_\_\_\_  
Signature of Boys State Citizen

\_\_\_\_\_  
Signature of Parent/Guardian

\_\_\_\_\_  
Date

# American Legion Louisiana Boys State Program Policies and Information

Please review the information contained in this document. If you have any questions about information in any of the following sections, please contact the LABS program staff at laboysstate@gmail.com.

## Contents

Section 1: American Legion Louisiana Boys State Code of Conduct .....	1
Section 2: Northwestern State University and Louisiana Boys State anti-hazing policy .....	2
Section 3: Reminders and Considerations for Attending the Program .....	2

## **Section 1: American Legion Louisiana Boys State Code of Conduct**

Violation of the following code may result in the dismissal of a Boys State participant (“Citizen”) from the program at the discretion of the Chair of the Boys State Commission and/or Boys State Program Staff. Any Citizen dismissed for violating the Code of Conduct will not be recognized as having been a delegate to Boys State. In addition, a letter will be sent to the delegate’s high school administration and the sponsoring American Legion Post. These rules are in effect throughout the entire program from first arrival on campus to final departure.

1. The use of tobacco products, vaping, alcohol, and/or illegal drugs is prohibited. Any Citizen who cannot refrain from using these items during this program should decline their invitation to attend the program.
2. In accordance with Louisiana law and Northwestern State University policy, hazing or abuse – physical or virtual – is unacceptable and may be referred to local law enforcement as warranted. *See additional information in Section 2.*
3. Destruction of, damage to, or vandalism of Boys State’s or Northwestern State University’s physical property – intentional or unintentional – will require restitution and may result in dismissal from the program or prosecution as warranted. Deliberate tampering with online platforms, software, or usage of such in manners not prescribed by the Program Staff or which interfere with the conduct of the program or business of the host institution may result in dismissal from the program, requirements for restitution if damages are incurred, and/or referral to appropriate authorities as warranted.
4. Citizens are not allowed to use cooking appliances in any dormitory spaces.
5. Disrespect, harassment, or repeated lack of cooperation with Boys State Program Staff, Counselors, The American Legion Staff or Northwestern State University staff, faculty, or students is not tolerated.
6. Intentional or repeated use of abusive language or profanity will not be allowed as any part of the program.
7. All Citizens are expected to be active participants in all aspects of the Boys State program and to cooperate with all Boys State Program Staff, The American Legion, and Northwestern State University personnel as requested.
8. No Citizen of Boys State shall harass or disrespect another Boys State Citizen; American Legion, staff, or counselor volunteer; NSU student or staff; or program visitor because of their personal or political beliefs, age, gender, race, ethnicity, national origin, religion, sexual orientation, disability, language, socioeconomic status, or any basis prescribed by law.
9. Sexual harassment of or by any individual, associated with LABS or not, and in any form is prohibited, will result in removal for the program, and may be referred to local legal authorities as warranted.
10. When moving across the NSU campus outside of designated program areas or buildings, Citizens must be always accompanied as a group or individual by a Boys State Staff Member or Counselor, an

American Legion Staff Member or a Northwestern State University official or student worker as approved by Boy State Staff.

11. Candidate speeches or other Citizen presentations that include vulgarity or other derogatory or inappropriate remarks that could be interpreted as racist, sexually explicit, or otherwise offensive may result in termination of that Citizen's campaign or presentation. Further penalties up to and including expulsion from Boys State may be incurred at the discretion of the the Chair of the Louisiana Boys State Commission and/or Program Staff.

## **Section 2: Northwestern State University and Louisiana Boys State anti-hazing policy**

The Louisiana Department of the American Legion and the Louisiana Boys State program (LABS) require that all participants acknowledge, understand, and adhere to Northwestern State University's and its own anti-hazing policies.

Hazing is defined as: any action taken or situation created intentionally or unintentionally - with or without consent - that endangers a student or creates risk of injury, produces mental or physical harm, embarrassment, harassment or ridicule - whether on or off campus. Being hosted on the campus of Northwestern State University, LABS acknowledges and with NSU adheres to the University of Louisiana System's policy on hazing, Section XXIV. Additionally, under Louisiana law: R.S. 1801 Hazing Prohibited: Hazing in any form, or the use of any method of initiation into fraternal or any organizations in any educational institution supported wholly or in part by public funds, which is likely to cause bodily danger or physical punishment to any student or other person attending any such institution is prohibited.

## **Section 3: Reminders and Considerations for Attending the Program**

Each of these important points outlines policies and information about participation in LABS. They are not an exhaustive list of expectations for the week but do provide general guidelines for those participating in the program.

Questions about program activities, schedules, or other information should be directed to the Program Staff at [laboysstate@gmail.com](mailto:laboysstate@gmail.com).

1. All registration information and required forms must be submitted through the [laboysstate.com](http://laboysstate.com) online registration portal. Hardcopy or printed forms should not be submitted to your school or to the American Legion office in Baton Rouge.
2. Citizens with dietary or medical restrictions or in need of other accommodations must note it on the medical and personal information form and inform your Legion contact person and the Program Staff as soon as possible before departure for and arrival at the program.
  - a. If prescription medication requires refrigeration or supervision of a medical professional, notify the Program Staff prior to arrival on campus. Most accommodations can be made in conjunction with university staff but guarantees to that effect cannot be made without notification prior to the start of the program.
3. Citizens are responsible for any loss or damage to their own personal items, and they should avoid bringing any expensive or fragile items to the program. Neither Northwestern State University nor Louisiana Boys State will be responsible for lost, stolen, damaged, or destroyed property. Safeguarding property is the responsibility of the Citizen.
4. Electronic device policy: Elections, academic activities, and certain Citizen engagement opportunities involve the use of digital platforms. Personal smart phones, tablets, or laptop computers may be used throughout the week to complete these activities. Citizens are encouraged to bring personal, portable internet capable devices for this purpose.
  - a. The Program will provide or assist with access to necessary devices for Citizens who may not have or be able to bring their own devices to use during the week.

- b. Citizens should avoid bringing overly large, heavy, or expensive devices as they are responsible for keeping track of and carrying them as needed while moving between sessions and activities each day.
  - c. Usage of personal electronic devices may be restricted during certain program activities such as whole program convocations to limit distractions.
5. All luggage items including hanging bags and backpacks must be labeled for identification and should include Citizen name, hometown, and school or American Legion district.
    - a. Carefully read the packing list provided, and pack only what you can carry. The volume of Citizens prevents us from assisting with excess luggage and parents will not be able to help Citizens move into the dorms.
    - b. Neither the American Legion, Boys State program, nor Northwestern State University can guarantee that any luggage or other items lost or left behind in dorms spaces following departure from the program will be able to be recovered or returned.
  6. Each Citizen is expected to remain with the program the entire session. Completion of the program is determined to have been achieved upon successful attendance and participation in all its aspects from registration on the first day to the Closing Convocation and Awards Ceremony on the final day.
    - a. Citizens dismissed from the program for behavioral reasons will not be recognized as having attended or completed an American Legion Boys State program.
    - b. Citizens departing the program early due to medical reasons; death of a family member; or severe, unanticipated events (“acts of God”) may be granted attendance recognition at the discretion of the Boys State Commission Chair.
  7. Travel to and from the program is organized by each American Legion District. Each District decides the arrangements and manner for Citizens from that District to travel to and from the program. This may involve personal transportation or regionally organized and provided transportation.
    - a. Any Citizens self-transporting to the program will be required to turn in their keys to the Program Staff for the duration of the program. Keys will be secured for the duration of the program in program-provided lock boxes.
  8. Citizen departure from the program – whether early or on the final day and whether by American Legion provided transportation or by parent – is subject to check-out with members of the American Legion and Boys State Staff. No Citizen may depart the program without following these procedures to ensure the safety of all participants.
  9. No campaign material — for any office, on any level — may be prepared in advance and brought to Louisiana Boys State.
  10. Citizens should contact their American Legion representative at least two weeks prior to the start of Boys State. Verify your plans to attend the program and double check information for date and time of departure to the program. Be sure to attend any program orientation meetings offered by your local Legion Post or District.
  11. Program materials, room, and meals are included as part of program costs. Other items such as snacks and soft drinks are available regularly from an NSU operated snack shop. Pizza may be purchased for two designated nights of the program. One program t-shirt is provided as part of program costs, but it is advisable to buy at least one additional shirt. Boys State Staff generally recommend \$50-\$60 to cover the cost of additional shirts, pizza, snacks, or program merchandise.
  12. During the program, each Citizen will have the opportunity to write to his sponsoring American Legion post and/or district expressing thanks for being able to attend the program. Upon returning home, be prepared if asked to attend a meeting at the local American Legion Post and make a report on your experiences at the program.
  13. Citizens selected to attend are encouraged to talk with former Citizens from their school and community to learn about the program. Additional questions or requests for information can be directed to the Boys State Program Staff.
  14. Each Citizen who attends the program is a young adult and is expected to represent their school, their sponsor, The American Legion and Louisiana Boys State with the utmost integrity, meeting at minimum the expectations laid out here and in the Boys State Code of Conduct.