

Invitation

Ambassadors meet and collaborate with other driven students from across the state.

September 2017

Dear Sophomore Counselor,

We are excited to kick off the 2017–2018 HOBY program year and develop 10,000 more youth leaders who will give back to our communities through leadership and service. Since 1958, HOBY (Hugh O’Brian Youth Leadership) has provided transformative leadership development training to positively impact the lives of thousands of high school students in the U.S. and abroad annually. *I am writing to invite your school to participate in HOBY’s flagship program for high school sophomores: the State Leadership Seminar.*

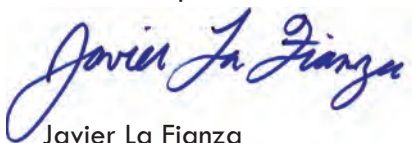
THIS KIT CONTAINS ALL THE INFORMATION YOU NEED to select and register your sophomores for one of our 70 State Leadership Seminars throughout the country. **Your students will spend 3–4 exciting days engaging in leadership development activities**, collaborating with like-minded students from throughout the state, and exploring leadership from three perspectives: individual, group, and society. Their HOBY experience will provide them with a fun, life-changing experience and cultivate leadership skills that will serve them long into the future!

All Seminars take place between April and June 2018, but don’t wait! Register by December 8, 2017, to guarantee spots for your students. Last year, most of our Seminars reached capacity and had to turn away hundreds of students. Log in now to HOBY’s online registration system at **HOBY.org** to register and find pertinent seminar information, including your seminar date and location, number of students accepted at the seminar, registration fee, local HOBY contact to answer your questions, and much more.

TO PROVIDE OUR LIFE-CHANGING PROGRAM TO MORE STUDENTS, starting January 2018, **HOBY will accept registrations from parents seeking the HOBY experience for their children.** HOBY has allowed such registrations on a limited basis for some time, but since not all high schools nationwide participate in HOBY, we are excited to provide this opportunity for more students to get involved. **These “direct registrations” will be self-paid.** Schools are not required to pay for students they do not select and register. Please send an email to registration@hoby.org with further questions.

HOBY’s mission is to develop our global community of youth and volunteers to a life dedicated to leadership, service, and innovation. Students return from HOBY as change leaders equipped with advanced leadership training, self-awareness, and the motivation to make impactful change in their schools and communities. We hope you support us in fulfilling our mission by giving your students the opportunity to join the HOBY State Leadership Seminar.

All the best,



Javier La Fianza
Chief Executive Officer

Instructions & FAQ

Community service is a vital component to the students' seminar experience.

TO SELECT YOUR STUDENT

1. Promote the program.

Display the enclosed poster in a prominent place.

Make an announcement to the entire student body and have all tenth grade teachers make announcements in their classrooms.

Encourage all sophomores to learn more about HOBY by visiting **HOBY.org**.

2. Encourage all sophomores to apply.

Refer all interested candidates to one school counselor. Have the counselor create a selection process. Some suggestions include:

- A) In-person interviews: Discuss the students' desire to represent the school.
- B) Essay contest: Describe the most rewarding and most challenging aspects of being a leader in your school and community.

3. Select your HOBY student(s).

Leadership ability surpasses gender, ethnicity, and socio-economic status. All sophomores should be considered in your selection.

Also, while young leaders often have excellent academic records, selections should not be based exclusively on GPA.

Please consider leadership potential when making your selection.

Traits and skills to consider:

- Outstanding communication
- Critical thinking
- Creative problem solving
- Strong decision making
- Sensitive to others
- Charismatic personality
- Courage to speak out and challenge
- Interest in community service

Students selected should exhibit potential for, or have demonstrated use of, some of these qualities of leadership.

TO REGISTER YOUR STUDENT

1. Have student(s) complete worksheet.

Select a primary and an alternate student.

Ensure the registration worksheet is complete with valid email addresses for the student(s).

Confirmation and information about the seminar will be sent via email.

2. Visit HOBY.org to register your student(s) online.

Use the HOBY school ID and password* provided on this packet's envelope to log into our secure online registration system.

Enter all the information in the completed worksheet.

**Please secure the confidentiality of the school ID and password, as only school administrators should have access.*

3. Pay registration fee.

You may pay online with a credit card or print an invoice to pay by check.

To pay at a later date, save and log out, but please note that your students are not officially accepted into the program until the registration fee is received and processed.

see other side for FAQs ▶▶▶▶



Frequently Asked Questions (FAQ)

WHEN AND WHERE ARE THE HOBY SEMINARS?

Seminars take place annually between April and June. Please log in to the online registration system at HOBY.org with your school ID and password to find your specific seminar date, location, and local contact. Check back if your seminar information is not yet available.

HOW MUCH IS THE REGISTRATION FEE AND HOW MANY STUDENTS CAN I REGISTER?

Please log in to the online registration system at HOBY.org with your school ID and password to find your seminar's registration fees and number of students you can register.

BY WHEN DO I NEED TO REGISTER?

As soon as possible since space is limited. After the guaranteed acceptance date of December 8, 2017, online registrations are accepted on a space-available basis. After December 8, if you are able to log in to the registration system and register a student, the Seminar is still open.

WHAT IF I DON'T HAVE MY HOBY SCHOOL ID AND PASSWORD?

Your school ID and password are included in the envelope containing your Registration Kit. If you no longer have this information, please send an email to registration@hoby.org with the subject line "School ID Request" and the following information:

- High school name
- School's complete mailing address with city, state & zip code
- School contact's name
- School contact's phone number and email

Your HOBY school ID and password will be emailed to you.

Please secure the confidentiality of the school ID and password, as only school administrators should have access.

WHO PAYS THE REGISTRATION FEE?

The registration fee may be paid by anyone (including the school, community organizations, PTOs, sponsors, or parents) and may be split between two or more entities. Payment can also be made in installments.

DO I HAVE TO PAY THE REGISTRATION FEE AT THE TIME I REGISTER MY STUDENT?

No. You may pay the registration fee at a later time. When ready to pay, simply log back in with your school ID and password and complete the payment process. Please note that a student is not officially accepted into the program until the registration fee is received and processed.

HOW DO I SUBMIT PAYMENT?

There are only two forms of payment accepted.

1. Credit Card: Pay through our online registration system.
2. Check: Print your invoice from the online registration system. Checks should be made out to "Hugh O'Brian Youth Leadership" and sent with the invoice to:

HOBY Registration

31255 Cedar Valley Drive, Suite 327
Westlake Village, CA 91362

Purchase Orders are not accepted as payment, but may be submitted if required by a school's finance/accounting department. Enter your purchase order number in the online registration system, and then print and provide the invoice to your school for payment.

Please do not mail purchase orders to our office unless a signature is required.

WHAT HAPPENS AFTER A STUDENT IS REGISTERED & PAID?

Once payment is processed, your student will receive an email confirmation stating he/she has been officially accepted into the program. Four to six weeks prior to the seminar, your HOBY Ambassador will receive materials containing detailed information about the seminar and additional forms to complete. If materials are not received within this time frame, please log in to our online registration system for your local HOBY contact information.

WHAT IS THE REFUND POLICY?

No refunds will be issued, so please select alternate students in case your primary student cannot attend.

WHAT IF THE STUDENT I SELECTED CAN NO LONGER ATTEND THE SEMINAR?

No problem! Your selected alternate student can easily replace the primary student and payment will automatically be transferred. Simply log back in to the online system and follow the instructions to replace the primary student with the alternate. If an alternate student was not initially selected and submitted online, you may enter your alternate student's information, and then replace your primary HOBY Ambassador by following the instructions online.

WHAT IF I HAVE QUESTIONS OR COMMENTS ABOUT THE NEW DIRECT REGISTRATION PROCESS FOR PARENTS?

We welcome your questions and comments about the new Direct Registration process or any registration inquiries at registration@hoby.org.

Worksheet

Hugh O'Brian
Youth Leadership



Hugh O'Brian
Youth Leadership

Each year more than 10,000 students attend HOBY leadership programs.

INSTRUCTIONS FOR SCHOOL PERSONNEL TO REGISTER A STUDENT

1. Have your selected Primary Student and Alternate Student complete their sections on this form.
2. Ensure that students provide their personal (not school) email address to ensure that information from HOBY is received.
3. Have your HOBY school ID and password ready (they can be found on your packet mailing envelope), and then visit **HOBY.org** to register a student.
4. Log in, and enter all the information on this form. A confirmation email will automatically be sent to the counselor and student.

Note: Payment instructions will be provided once the registration has been submitted. Another confirmation email will be sent to the counselor and student once payment has been processed, and the student is officially accepted into the program.

PRIMARY STUDENT INFORMATION

M F Full Name _____

Address _____ City, ST, Zip _____

Phone (H) _____ Phone (C) _____ Date Of Birth ____/____/____

I would like to opt out of receiving text messages from HOBY Email _____

Preferred first name for name tag _____ T-shirt Size S M L XL XXL XXXL

Ethnicity: African American Asian Caucasian Latino Middle Eastern Multiracial Pacific Islander Native American Other _____

I understand I must be able to attend the assigned seminar for the entire weekend, including overnight.

I would like to opt out of receiving outstanding offers from HOBY-approved scholarships, affiliates, partners, and companies.

Parent 1 or Mother's Name _____ Phone (H) _____ Phone (W) _____

Phone (C) _____ Email _____ Job Title/Employer _____

Parent 2 or Father's Name _____ Phone (H) _____ Phone (W) _____

Phone (C) _____ Email _____ Job Title/Employer _____

ALTERNATE STUDENT INFORMATION

M F Full Name _____

Address _____ City, ST, Zip _____

Phone (H) _____ Phone (C) _____ Date Of Birth ____/____/____

I would like to opt out of receiving text messages from HOBY Email _____

Preferred first name for name tag _____ T-shirt Size S M L XL XXL XXXL

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Phone (C) _____ Email _____ Job Title/Employer _____

Parent 2 or Father's Name _____ Phone (H) _____ Phone (W) _____

Phone (C) _____ Email _____ Job Title/Employer _____

SCHOOL INFORMATION

High School Name _____

Complete Mailing Address _____ City, ST, Zip _____

District _____ County _____

High School Contact Name Dr. Mr. Mrs. Ms. _____ Title _____

Direct Phone Line _____ Ext. _____ Email _____

Principal Name _____ Principal Email _____ School Phone _____

Fax _____ School Website _____ Local Newspaper _____ Email or Web _____

Attention **ALL** Sophomores!

Attend the



State Leadership Seminar

DATE:

LOCATION:

NOTE: School Admin, visit HOBY.org to find this information and place it on this poster. Please display poster in a prominent location.



Represent your high school and discover your leadership talents at the State Leadership Seminar!

- **3-4 DAYS** of fun, interactive leadership training, meeting state leaders, and making new friends
- **EXPERIENCE** life on a **UNIVERSITY CAMPUS** and living in dorms
- Learn about yourself and how you can be an **IMPACTFUL YOUTH LEADER**
- **DISCOVER** how personal, group, and societal leadership lead to **SOCIAL CHANGE**
- Return from the seminar with **SKILLS** and **INSPIRATION** to lead change
- State Leadership Seminars are for high school **SOPHOMORES ONLY** *so don't miss out!*

Learn more by visiting **HOBY.ORG** and talking to your sophomore counselor!