YOUTH LEADERSHIP SUMMIT

ENROLLMENT PROCESS

1. Request Slots & Get Approval
   Opens January 21
   Grants must complete the online request form that will be available on the YLS web page beginning January 21. Requests must come from GEAR UP directors or a designated staff member.
   **IMPORTANT:** If districts or school sites are interested in having students participate, they MUST coordinate with their GEAR UP director.

2. Select Students
   Due April 1
   Grants will manage this process. We encourage you to employ an application, essay, interview, and recommendation requirement to select students. Students should have leadership capacity, be actively involved in GEAR UP, and have decent academic standing. We encourage programs to select students from different schools.

3. Complete Enrollment Forms
   Due May 1
   GEAR UP directors will submit ONE online form for all students.
   Required forms include:
   1. Online Info Collection Form
   2. Director Chaperone and Student Approval forms
   3. Parent Authorization forms (x2)
   4. Student Pledge

4. Register Students
   Due June 1
   The final step in the process is to register each student through CVENT, our online registration platform. Registration will open in April 2020. The fee is $850 per student. Chaperones, unless they are participating in the conference, are NOT required to register or pay the registration fee.