



## LILT STUDENT FOREIGN LANGUAGE COMPETITION GUIDELINES

### REGISTRATION, PAYMENT AND POSTMARK DEADLINE: MARCH 1<sup>st</sup>

These instructions have been revised. *Please make sure you read all of the guidelines carefully since some modifications have been made.* Please read everything carefully to avoid errors and unnecessary disqualification.

The following competitions will be submitted on VHS tapes and/or DVD's or CD's that are playable on a Windows operating system, one tape/DVD/CD per student per category: Language Production Video, International Dance, International Vocal Music and Poetry Recitation. (Flash Drives cannot be submitted.)

LILT's guidelines facilitate the work of the coordinators and the judges, assist in the gathering of necessary information and material from various forms, assure that all competitions are fair, and remove any possibility of favoritism. LILT is now approaching 1,000 participants in this contest; your cooperation in following contest guidelines facilitates the work of the committee and is greatly appreciated.

Creativity and originality are what guarantee winning entries. Don't just tell your students: "Go home and make a video, here's the topic." Students need guidance, and revisions of the text are mandatory. Review your students' work, offer constructive criticism, make comments, reread revisions, and review video tapings. *The students' work should show originality, creativity and imagination that is consistent with the level of the language they are studying.*

Teachers should submit only finished works which are in good taste and reflect positively on students and their school districts. Teachers must review all entries before competition to make sure they conform to LILT's guidelines.

#### **MEMBERSHIP:**

You must be a current paid-up member of LILT by **DECEMBER 31<sup>st</sup>** in order to enter your students. If you are in doubt, consult *Lilt Executive Board, Committees And Assistants*, subsection *Treasurer* on this website.

#### **DUE DATE AND POSTMARK:**

Your envelope or package containing your check, entries and completed registration forms can only bear a **UNITED STATES POSTAL POSTMARK (no UPS, no FedEx, no school district metered mail, etc.)** of no later than **MARCH 1<sup>st</sup>**. **Registrations bearing a LATE United States Postal Postmark will DISQUALIFY YOUR ENTIRE ENTRY.**

*In the case of a major snowstorm and impassible roads, consult LILT's website ([www.liltfl.org](http://www.liltfl.org)) for any changes in the postmark date.*

**PAYMENT:**

Acceptable forms of payment - **PLEASE MAKE YOUR CHECK PAYABLE TO LILT:** bank check, school check, postal money order or your own personal check. Paper clip your check to the registrations forms. Do not use tape or staples. *You cannot pay for another colleague with your own personal check.* WE REGRET WE CAN NO LONGER ACCEPT PURCHASE ORDERS. Write only ONE check for your ENTIRE mailing. The entrance fee is \$7 per student; each student may compete in multiple categories with this one \$7 entrance fee.

**ALL FEES ARE NONREFUNDABLE.**

**CHECK OFF LIST:**

Include your completed checkoff list with your registration forms.

**MANILA MAILING ENVELOPE, BOX OR PACKAGE:**

Your manila mailing envelope, box or package (for VHS tapes, DVD's, or CD's) can contain *only your entries*. Make sure your envelope, box or package is large enough to contain all your entries and file folders. All of your paper entries must be flat and unfolded. Please make sure your name and return address are on the front of the envelope you mail to LILT. **It is recommended, for the protection of VHS tapes, DVD's or CD's, that entries be mailed in a padded envelope or box. Submit only ONE mailing. MULTIPLE MAILINGS WILL NOT BE ACCEPTED.**

**REGISTRATION FORM:**

Each mailing must contain an official LILT registration form completed by each teacher. Please do not allow a student to do this as incorrectly completed registrations forms will disqualify your entries. Duplicate back to back (no staples) as many registration forms as you need, **REMEMBER TO SEQUENTIALLY NUMBER THE SHEETS IN THE UPPER RIGHT HAND CORNER.** Do not add extra lines for more students per page since there is space only 10 student names per page. Alphabetize your entries. **MAKE TWO (2) CLEAR, UNSMUDGED COPIES. MAIL IN ONE (1), KEEP ONE (1) FOR YOUR OWN RECORDS.**

**STUDENT ENROLLMENT VERIFICATION:**

Students must be currently enrolled in your class. Please submit a photocopy of your class roster(s) to verify your own students' eligibility. The roster must include your name, school, language, level, division, and class period. Please attach these copies with a paper clip to the above mentioned registration form and *highlight the names of those students who are participating.*

**INDIVIDUAL STUDENT COVER SHEETS:**

Each poem, essay, videotape cassette, DVD, or CD must contain an official LILT STUDENT COVER PAGE which can be found on this website. Each teacher, not a student, must complete the information himself/herself. Incorrectly completed cover sheets will disqualify your entries. Alphabetize your poems and/or essays and place them in the file folder alphabetized. Make sure your DVD's, CD's, or videocassettes, as well as your video slipcases, have identification.

**FILE FOLDERS:**

Each language/level/division entries must be placed in a separate file folder and each folder must have an official LILT FILE FOLDER COVER SHEET. Each teacher, not a student, must complete the information himself/herself. Incorrectly completed cover sheets will disqualify your entries. Alphabetize your entries, making sure your inner entries match the same order as your outer file folder cover sheet registration. Use one staple at the top center of your file folder to staple your file folder cover sheet to the folder. This file folder cover sheet is used in the registration process and must be easily detached.

**VIDEO TAPE CASSETTE RECORDINGS and MULTI-MEDIA COMPUTER PROGRAMS:**

You can only record ONE skit/computer program on a video cassette, DVD, or CD, which must have its own official slipcase or jewel box cover sheet, and label on the cassette, DVD, or CD itself. Also fill out the video/computer program registration form for all of your recordings/programs.

**NATIVE SPEAKERS:**

All native speakers must be registered in the native speaker category. If not, they will be disqualified. Combinations of native speakers with non-native speakers in groups are not allowed. **The judges' decision on native or near-native proficiency WILL BE FINAL AND BINDING.**

**WINNING MEDALS/RIBBONS PICKUP:**

The teacher of winning students will be given a date, time and place to pick up winners' medals and certificates. After that date, all unclaimed winning medals and certificates will become the property of LILT and will not be forwarded, mailed or delivered.

*1st Place, 2nd Place, 3rd Place, and Honorable Mention medals will be awarded. In order to have a competition there must be a minimum of three entries per language/level/division. To assure yourself and your students of a competition, please make every effort to have at least three entries. This is especially important in the lower and upper levels. Combining languages and/or levels may be necessary for competition.*

Consult the **TOPIC SHEET** elsewhere on the website to send in own entries, registration forms, and one check for complete payment, payable to LILT. The **TOPIC SHEET** will tell you where and to whom to send your entries.

Please make sure **YOUR NAME AND RETURN ADDRESS** are on the front of the envelope, box or package (for videos, DVD's, or CD's) you mail to LILT. **See below or consult EXECUTIVE BOARD, COMMITTEES AND ASSISTANTS, SUBSECTION STUDENT LANGUAGE COMPETITION, Submissions Co-Chairpersons ON THIS WEBSITE FOR THE CURRENT CONTACT PERSON AND ADDRESS TO WHERE YOU WILL BE SENDING YOUR ENTRIES.**

**IMPORTANT REMINDERS**

**MAKE SURE YOU PERSONALLY COMPLETE ALL THE REQUIRED FORMS CORRECTLY AND ADHERE TO THE GUIDELINES. DO NOT ALLOW STUDENTS TO COMPLETE YOUR FORMS.**

**ENTRIES AND PAYMENTS POSTMARKED AFTER MARCH 1<sup>st</sup> WILL DISQUALIFY ALL OF YOUR ENTRIES.**

**MEMBERSHIP MUST HAVE BEEN PAID BY DECEMBER 31<sup>st</sup> TO PARTICIPATE IN THE COMPETITION.**

**SEND ALL SUBMISSIONS TO:**

**LILT STUDENT FOREIGN LANGUAGE COMPETITION  
SUBMISSION COORDINATORS**

Go to LILT's Homepage ([LILTFL.ORG](http://LILTFL.ORG)), and click on *LILT Executive Board, Committees and Assistants* (right column). In the fourth column (far right) you will find *Submissions Coordinator(s)* with their name(s), mailing address, phone number, and a contact person via email, which is highlighted in blue.