Dear Speech Coach:

At 4 p.m. today, Wednesday, January 19, WHSFA opens online registration for the WHSFA Speech festival series. The process is mostly the same as it has been in the past, but we encourage you to download the PDF instructions (within the WHSFA Speech Handbook), at <https://www.speechwire.com/whsfaspeech> (we uploaded an updated version at 3:45pm today, explaining how selecting your subdistrict will work).

If you're unsure of what subdistrict you're customarily in, please visit: <https://www.whsfa.org/subdist/> or email office@whsfa.org.

\*\* Registration will NOT open UNTIL 4 p.m., so please do not attempt to log in early. \*\*

WHSFA has unique features as part of our registration process:

(1). You will first book a time slot for the State Festival, April 8-9, 2022. This helps us plan for attendance during the different time slots, and helps schools plan transportation and logistics for April. The Friday time slots fill up quickly, often within 30 minutes of the opening of registration (kind of like concert tickets). Once a time slot fills, you are left with choices from among the remaining time slots.

(2). You can -- and should -- note any special needs students and/or adjudicators have. This will ensure modifications/accommodations are printed on master ballots (if the festival is using SpeechWire to schedule), and will notify the host of scheduling accommodations and dietary restrictions. Sharing these indicates you have express permission of students and their parents, which keeps you (and your school) in compliance with FERPA laws, as well as laws to ensure students are accommodated, accordingly.

(3). Schools may request -- from within online registration -- to attend a different subdistrict and/or district festival. These are still subject to approval by both district chairs and the state office, but having it in one place will make tracking these requests easier for all involved. Coaches also may make the same requests for individual students (again, subject to approval).

(4). When entering adjudicators (judges), instead of typing a name to enter them, you will search our SpeechWire-embedded database of certified adjudicators (with city included, for more common names that may be in the system more than once). If you are unable to find a name, that means their certification is not complete. You can view and search a list of adjudicators whose certification is current, at: <https://www.whsfa.org/adjudicator-judge-training/certification-status/>. Generally speaking, most subdistricts and districts require one adjudicator for every five entries or fraction thereof (so for 7 entries, 2 adjudicators -- the first adjudicator for the first five entries, and the second who covers the fraction of the next five).

(5). Schools can register up to thirty (30) entries, but individual category limits of 4 entries still apply, as well as no more than 6 entries between Solo Acting Humorous and Serious and no more than 6 entries between Group Interpretive Reading and Play Acting.

ADMONITIONS AND EXPLANATIONS:

SPEECHWIRE NOTE: Many of us just work our way through technological processes, but YOUR LIFE WILL BE FAR EASIER if you just download the WHSFA Speech Handbook, and follow p. 9-10 to guide you through the registration process.

CONTACT NOTE: If you are no longer in charge of your school's forensic Speech program, please forward this message to whomever is, and encourage them to complete the Speech Coach Change Form at [https://www.whsfa.org/speech-contests/.](https://www.whsfa.org/speech-contests/.%C2%A0%C2%A0)

Thank you, and happy registering!

Warmly,

Adam Jacobi

WHSFA Executive Director

office@whsfa.org

P.S. - If you are HOSTING a subdistrict festival, please watch your inbox for more information about that.