



NATIONAL LEADERSHIP CONFERENCE
PREVIEW GUIDE

Nashville, Tennessee • May 6-10, 2026

BUSINESS PROFESSIONALS of AMERICA



The skill for every role

Generative AI Foundations Master AI skills for any career



You already understand the power of certification. Now, you can further expand your skills with the **Generative AI Foundations certification** — the ideal addition to use AI in real-world business scenarios.

Why pair skills with gen AI?

Gen AI isn't just another technology trend. It's here to stay. Individuals earning AI certifications can confidently use AI with their other business, design, or IT skills — future-proofing their careers and increasing their value to employers.

Plus, those who earn the Generative AI Foundations certification will also get American Council on Education (ACE) learning evaluations and credit recommendations for higher education, potentially saving them money in college.

Learn more about this certification at certiport.com/GenAI.

Pair gen AI with certifications from industry leaders.



Interested in certifying in these exams?

Register for an exam at Certiport's Open Certification Lab during the conference.

2x faster

Developers can complete coding tasks **more quickly** using generative AI.¹

71%

of executives prefer hiring employees with AI skills, even if they have less experience than a candidate who lacks AI proficiency.²

70%

of job skills will change by 2030, with AI driving the transformation.³

1. McKinsey
2. Forbes
3. LinkedIn Work Change Report



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Your roadmap to the opportunities that will help you amplify your impact

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Download the app today!

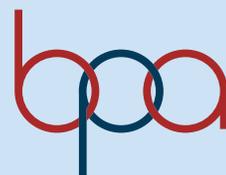
- Access the most up-to-date conference schedule
- Receive notifications during the conference
- Find member resources
- Document completion of Torch Award activities
- Connect with other members
- Stay updated on BPA news and information
- AND MUCH MORE!



SEARCH BPA.ORG



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TURN UP THE VOLUME ON YOUR IMPACT

The 2026 NLC—where leadership, learning, and opportunity take center stage

Welcome to the 2026 Business Professionals of America National Leadership Conference in Nashville, Tennessee! From May 6-10, BPA members from across the world will come together in one of America's most dynamic cities to learn, compete, connect, and celebrate all that makes BPA extraordinary.

This year's theme, Amplify Your Impact, is both a challenge and a promise. It's a reminder that the skills you develop, the ideas you share, and the leadership you demonstrate through BPA extend far beyond the conference walls. Every presentation you deliver, every competition you enter, and every conversation you have has the power to create momentum—not just for you, but for your chapter, your community, and your future.

The National Leadership Conference is the culmination of months—and often years—of dedication and hard work. It's where preparation meets opportunity. Whether you're competing on the national stage, attending workshops designed to sharpen your leadership and career skills, or networking with peers, advisors, and industry professionals, NLC is designed to help you grow with purpose and confidence. You'll find opportunities to explore career pathways, engage with exhibitors and partners, and gain insights from professionals who are shaping today's workforce.

Nashville provides an inspiring backdrop for this experience. Known for its creativity, innovation, and unmistakable energy, Music City reflects the spirit of BPA—bold ideas, strong voices, and a culture built on collaboration. As you explore the city, you'll discover a place that celebrates both tradition and forward thinking, much like BPA itself.

As you review this conference preview guide and begin planning your NLC experience, I encourage you to think about how you want to amplify your impact. Set goals, seek out new perspectives, and be intentional about the connections you make. The experiences you have in Nashville can shape your confidence, expand your network, and influence the path you take next.

We are excited to welcome you to Nashville and to another unforgettable National Leadership Conference. Get ready to be inspired, challenged, and empowered—because your impact matters, and together, we can amplify it.

See you in Music City!

Patrick W. Schultz

PATRICK W. SCHULTZ
Executive Director





MANY PATHS LEAD TO NASHVILLE

Achievement, leadership, and service open the door to NLC

To attend the Business Professionals of America National Leadership Conference, participants must be registered BPA members in good standing and approved for conference attendance. Student members must attend with an approved chaperone and may qualify for attendance through a variety of opportunities that recognize achievement, leadership, and involvement.

Student members may earn eligibility by:

- ✓ Advancing to the national level of the WSAP competitive events
- ✓ Qualifying for the National Showcase through a national virtual event
- ✓ Serving as a chapter, regional, or state officer
- ✓ Representing their state as a voting delegate
- ✓ Running as an Executive Officer candidate or participating in an official campaign
- ✓ Earning an Ambassador Torch Award, BPA Cares Award, or a BPA scholarship
- ✓ Winning an industry challenge
- ✓ Participating in the National Leadership Academy
- ✓ Completing workshops as part of the Leadership Passport Program
- ✓ Serving as a conference volunteer

MARK YOUR CALENDAR

Important dates and deadlines for the 2026 National Leadership Conference

FEBRUARY 15

Outstanding Invoices Due

Chapters will be unable to register for the conference until outstanding invoices are paid.

Conference Registration Opens

Register online at <https://register.bpa.org>.

MARCH 1

Executive Council Candidate Deadline

All application materials from secondary and postsecondary candidates.

Torch Award Ambassador Initial Deadline

MARCH 15

National Anthem Contest Entries Due

Professional Awards Deadline

- Advisor of the Year
- Emerging Advisor of the Year
- Emerging Professional of the Year
- Hall of Fame
- Outstanding Service
- Student of the Year

Scholarships Deadline

- AICPA Foundation BPA Student Scholarship
- BPA Innovation Scholarship
- Executive Council Scholarship
- National Technical Honor Society Scholarship
- NRF Foundation Scholarship
- NRF Foundation RISE UP Scholarship
- Raising Cane's Scholarship
- Sam Demma Scholarship

Service Learning Awards Deadline

- Community Service Award
- Environmental Action/Awareness Award
- Safety Awareness Award
- Service Learning Individual Award
- Special Olympics Award

Special Recognition Awards Deadline

- Chapter Activities Award of Excellence
- Marketing and Communications Award
- Quality Chapter Distinction Award
- Recruiter of the Year Award

MARCH 15 (continued)

Student and Advisor Certification Deadline

Torch Award Ambassador Final Deadline

APRIL 1

Conference Engagement Deadlines

- BPA Live! Talent Show Application
- Leadership Academy Facilitator Application
- Aspiring Officer Experience Deadline

Conference Registration Ends

Late fees apply after this date and can only be conducted on-site.

Hotel Reservation Deadline

Hotel reservations must be made on or before this date

Presubmissions Deadline

Events with projects pre-submitted for technical scoring uploaded at <https://upload.bpa.org/>.

APRIL 16

Conference Registration - Check Receipt Deadline

Final date for mailed check payments to be received by BPA.

APRIL 22

Refund deadline

Eligible requests receive a 75% refund

APRIL 23

Hotel Payment Due

One night's deposit or full pre-payment (if paying by check) must be received by the hotel by this date

MAY 6-10

National Leadership Conference

Any unpaid conference registration fees must be paid by check or credit card upon arrival. Any unpaid hotel reservations must be paid by credit card at check in.

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“A course like AP Business with Personal Finance is not only going to help bridge the skills gap in the labor market but will also help students really understand their personal impact on our economy.”

JASON REINHARDT, CTE TEACHER
CATALINA FOOTHILLS HIGH SCHOOL, ARIZONA



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Helps students earn college credit and an employer-endorsed credential



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cb.org/ap-business-pf

CONFERENCE REGISTRATION

Fees, payments, and registration details for NLC 2026

OVERVIEW

Conference registration is open from February 15 to April 1. Student members and advisors are required to stay at official conference hotels, and those reservations must be made in the conference registration system.

STUDENT MEMBERS • \$150

Full participants have access to all conference events and activities and receive a souvenir pin and gift. Late registration (after April 1) is \$170 and must be completed on-site in Nashville.

REQUIRED SUPERVISION RATIOS

Students are not permitted to attend the conference without an advisor or chaperone. Students may travel with a designated advisor other than their own only with written notice to BPA. Email alternative chaperone assignments to Gayle Robinson at programs@bpa.org. Required supervision ratios vary by division:

- Middle Level: 1 advisor/chaperone to 7 students
- Secondary: 1 advisor/chaperone to 10 students
- Postsecondary: 1 advisor/chaperone to 15 students

ADVISORS, CHAPERONES & GUESTS • \$140

Chapter and state advisors, as well as guests and chaperones have access to all conference events and activities. Note: There is no fee for children age five years or younger, and they should not be registered via the conference registration system. However, tickets for optional tours are required for children under five, and they must be purchased under the advisor's or chaperone's name. Advisors may not register themselves or students as guests or chaperones. Late registration (after April 1) is \$170 and must be completed on-site in Nashville.

ALUMNI

Alumni not serving as a chapter advisor, chaperone, or guest can receive complimentary registration by participating in the conference volunteer program. Alumni can participate in conference activities but do not receive the souvenir pin or gift. Email programs@bpa.org.

AWARDS SESSIONS ONLY • \$15

This option is for individuals not registered for the conference who wish to attend the National Honor Awards Ceremony and/or the Awards Finale(s). Only advisors may purchase this wristband option for unregistered guests from the Finance Desk starting May 7 through May 9 at 12 p.m. CT. *This wristband option is not available for the Opening General Session.*

REGISTRATION PAYMENTS

Registration fees must be paid by check or credit/debit card. Purchase orders are not a form of payment and do not satisfy an outstanding invoice.

A 10% late payment fee will be applied to any invoice not paid within 30 days of the invoice date.

Check payments mailed to the BPA national center **must be received no later than April 16, 2026.**

If payment has not been received in full—by check or credit/debit card—conference credentials and materials will not be released. Chapters with an outstanding balance must report to the Finance Desk on-site to resolve payment.

If a check cannot be received by April 16, do not mail it. Bring the check to the Finance Desk on-site to clear the balance. If the check does not cover the full amount due, the remaining balance must be paid by credit/debit card.

WRISTBANDS

All registered attendees must wear name badges and wristbands to gain admittance to conference events and activities. Lost wristbands can be replaced at the Finance Desk for \$15.

REFUND POLICY

- Eligible refund requests received on or before Wednesday, April 22, 2026, will receive a 75% refund (paid after the conference). No refund requests will be accepted after that date.
- Refunds will not be given for an optional or last-minute change on the part of the attendee or for delayed travel.
- Refunds are not available for tours reserved or for pre-purchased merchandise such as t-shirts.
- Tour refunds will be made in full in the event it is canceled by BPA. Refunds will not be made due to inclement weather.
- Refund requests must be submitted via the conference registration system at <https://register.bpa.org>.

Registration System

Registration must be completed online at <https://register.bpa.org>. The system allows you to:

- Register advisors, students, guests, and chaperones for the conference
- Reserve rooms at the conference hotels
- Purchase certification lab passes
- Purchase tickets for optional tours & programming
- Purchase conference T-shirts, 60th pin, and graduation items (to be picked up in Nashville)
- Sign up for required advisor volunteer duties
- Sign up students interested in conference volunteering

Step 1: Conference Registration

- Log on at <https://register.bpa.org>.
- Select the Conferences tab in the chapter portal and locate 2026 National Leadership Conference.
- There are separate registration processes for advisors, students, and guests/chaperones. Select Register Advisors or Register Students. After completing registration for one attendee group, complete the process for the other group(s) before submitting the chapter's registration.
- Select the members attending the conference. Chapter members will appear on this list.
- Click the Continue button after checking each applicable member. For more than one member, you will complete the registration process for one member at a time.
- On the Verify screen, select the registration rate, badge title, and any other requested information. Complete the special accommodations section for anyone with a disability.
- On the Competitive Events screen, select the competition(s) in which the student can participate.
- On the Items screen, select any appropriate items:
Certification Labs: 1-day or 3-day passes to the Certiport and YouScience certification labs. *Note: A student whose competition has a certification alignment does not need a pass unless the student wants to take additional certification exams.*

Merchandise: List of BPA products.

T-shirt: Pre-order the conference T-shirt for your participants or for members not attending NLC.

Programs: Register for programming requiring an RSVP

- The Volunteer and APG screens list conference support positions. Advisors are required to select at least one conference support assignment from the Volunteer or APG sections. Guests/chaperones and students may voluntarily sign-up for a conference job, selecting from the options on the Volunteer or Internship screens.
- On the Leadership Academy screen, indicate whether the student will participate.
- The Tour screen lists excursions available at an additional cost.
- The Confirmation screen lists selections for that individual before moving on to the next attendee.
- Select Finish after completing and verifying all attendee registrations.

Step 2: Hotel Reservation

You will not be able to submit the chapter registration without creating a housing reservation for attendees. Reservations must be submitted prior to leaving the registration system or they will be deleted. Before April 1, all reservation changes can be made in the Conference Registration System. After April 1, email programs@bpa.org with requested reservation changes. *Do not contact the hotels to make reservation changes.*

- Select the Housing button.
- Enter the chapter's arrival and departure dates. Arrival and departure dates can be changed on the housing screen by selecting Change Arrival and Departure Dates.
- Select the members who will be rooming together; then select the room number and room type for those members. Select the Add to Room button.
- Repeat these steps until all attendees are assigned to a room. If an attendee will be rooming with another chapter, review the instructions below.
- Verify the accuracy of costs for each attendee. Report any issues to support@bpa.org.
- After every attendee has been assigned to a room, select the Submit Reservation button.

Rooms for Attendees from Multiple Chapters

Chapters are permitted to share rooms with other chapters. To complete a mixed reservation:

- Chapters must determine who will be responsible for making the reservation.

- The chapter booking the reservation will select the Housing button in the reservation system. Then select the Add Additional Individual button found on the reservation page. Locate the other attendee's name using the appropriate state and chapter.
- The chapter NOT booking the mixed reservation must first input the attendee's information in the registration system, but then must wait until the other chapter completes the housing reservation before being able to complete its own housing reservation and submit the conference registration. Any students in mixed housing reservations will appear on the invoice for the chapter making the reservations, so the two chapters must make arrangements with one another for payment.
- If all your chapter attendees are sharing rooms with attendees from other chapters and you are booking NO rooms, you must wait until the other chapter completes the housing reservations before you can complete your registration. Any students in mixed housing reservations will appear on the invoice for the chapter making the reservations. The two chapters must make arrangements with one another for payment.
- Click Submit Registration, which will generate an email confirmation to you, your state advisor, and the BPA National Center.
- Print a copy of the conference registration and hotel reservation invoices.
- Should there be any discrepancies between competitive event eligibility and submitted registration, your state advisor will be asked to confirm eligibility.
- Repeat the steps above until all registrations have been invoiced (only applicable when multiple invoices are needed).

Adding Attendees After Creating an Invoice

- Log on to <https://register.bpa.org> and complete steps 1-3 above.

Adding Items to Previously Registered Attendees

- Log on to <https://register.bpa.org>.
- Select the Conferences tab in the chapter portal.
- Locate the appropriate attendee record and select the + icon under the Add/Edit Items column.
- Follow steps listed above for adding items.
- Select Finish and Submit Registration to create a new invoice for the added items. While you will receive a new invoice, there are no charges for adding new contests.

Canceling/Substituting Items for Previously Registered Attendees

- Log on to <https://register.bpa.org>.
- Select the Conferences tab in the chapter portal.
- Select the Cancel/Substitute Request button.
- Locate the appropriate attendee record and select the + icon under the Expand Items column.
- Select the item(s) you wish to cancel or substitute, and then select the appropriate checkbox (Substitution or Cancel).
- Select the appropriate cancellation or substitution reason and/or leave any applicable comments.
- Click the Submit Cancel/Substitute Request button.

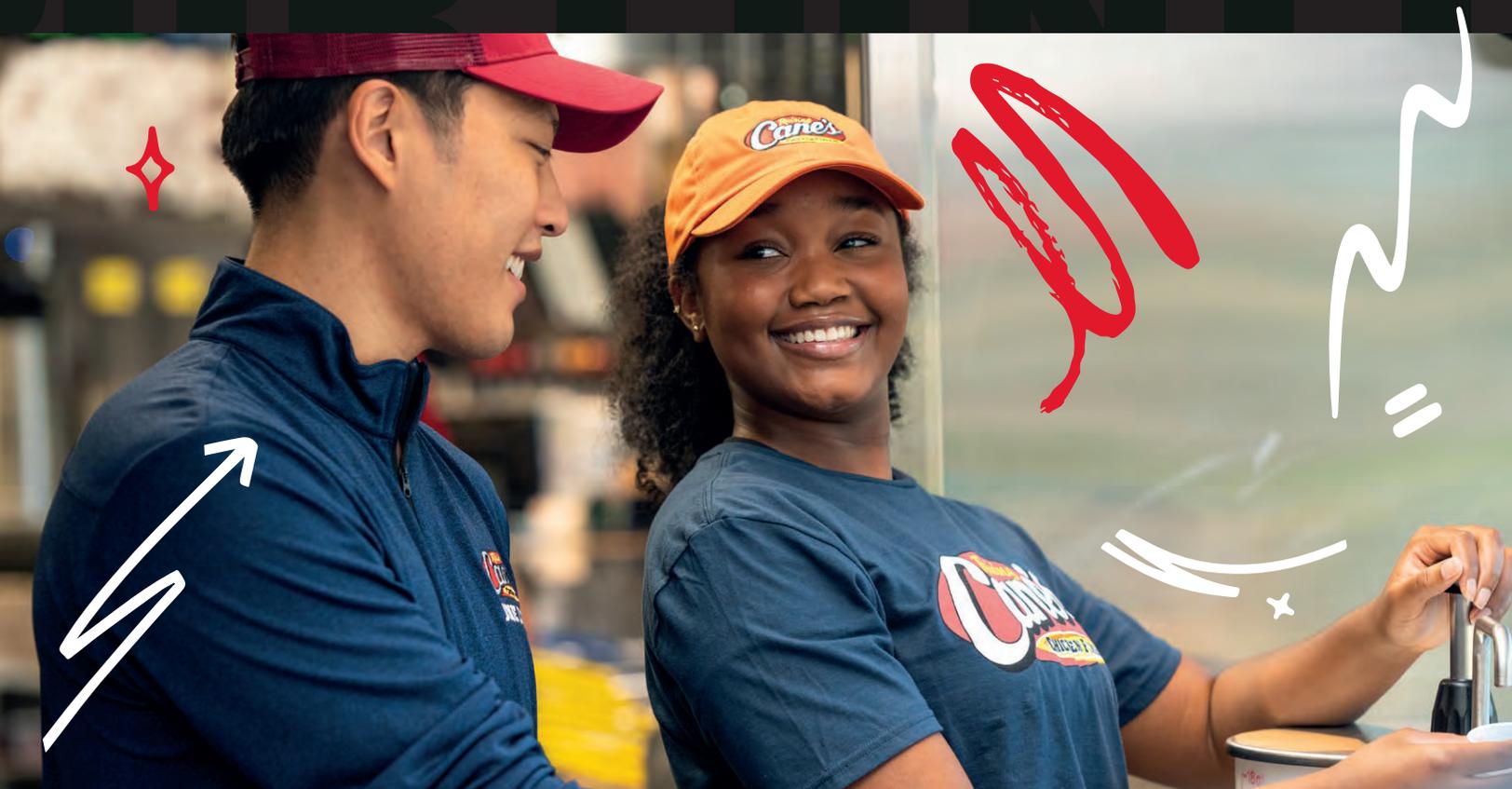
Participants are required to stay at an official conference hotel. The hotel reservation deadline is April 1. Non-compliance is cause for disqualification. Participants confirming a reservation with BPA but failing to arrive to fulfill the reservation without proper cancellation will be responsible for all no-show fees. BPA reserves the right to collect fees from schools directly if a no-show fee results in a direct expense to BPA. BPA room rates are not guaranteed after this date. Housing payments must be made directly with the hotel. For help with hotel reservations, email programs@bpa.org.

Step 3: Finalize Your Registration

- Select the Accept Disclaimers button. Carefully read all disclaimers and select the appropriate checkboxes before selecting Confirm.
- Select the Status checkbox next to each member record that you wish to be on the same invoice. To include all records on one invoice, use the Select All button. *To submit separate invoices (for example one invoice for advisors and one invoice for students), only select those desired to be on one invoice and submit. You may then go back and submit any remaining unsubmitted registrations.*



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CAN GROW WITH**



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CONFERENCE LODGING

Official conference hotels and lodging information for NLC 2026



Gaylord Opryland Resort and Convention Center

2800 Opryland Dr, Nashville, TN 37214

AK, DE, FL, ID, IL, IN, MA, MI, MN, MT, NM, OH, OK, SC, TX, WI, INTERNATIONAL CHAPTERS, VIRTUAL CHAPTER

Room	Occupancy	Rate*
Run of House	1-4	\$287.00 \$336.17

*Top number is the nightly room rate. Bottom number includes taxes and fees. The room rate listed is inclusive of the hotel resort fee, 9.75% Sales Tax, 6% Occupancy Tax and \$2.50 city tax per room per night.

ROOM TYPE DESCRIPTIONS

Run of House: Standard room with one (1) King-size or two (2) Queen-size beds. Specific room type will be assigned by the hotel based on the number of attendees listed on the room reservation.

RESORT AMENITIES

All overnight guests of the resort will enjoy the following amenities included in the resort fee:

- Daily resort-wide public space and guestroom internet access
- Daily scheduled shuttle service to Grand Ole Opry House, Opry Mills, General Jackson Showboat & The Inn at Opryland
- Unlimited access to fitness center and cascades pool
- Bottled Water (2 daily)
- Daily dry cleaning credit
- Gaylord Spring Golf Links practice range access with complimentary daily bucket of balls and shuttle
- Opry Mills Savings Passport

*Soundwaves waterpark is not included in your room rate. Instructions for purchasing tickets will be shared at a later date. Please note the waterpark is closed on May 7.

HOTEL RESERVATIONS

Rooms must be reserved in the conference registration system between February 15 and April 1. Reservations cannot be made directly with the hotels. On or before April 9, confirmations will be emailed from the hotel to the primary chapter advisor for any housing reservations made in the BPA conference registration system. BPA will send duplicate confirmations via email, which will come from grobinson@bpa.org. If you are not listed as the primary chapter advisor, please connect with that individual to retrieve your chapter's hotel confirmation information.

Invoices for reservations are paid directly to the hotels. Each hotel has its own payment requirements; refer to the information in this section for your assigned hotel. Reservations without a one night's deposit by April 23, are not guaranteed and are subject to cancellation.

Do not send payment to the hotel until after you receive confirmation directly from the hotel. If payment is sent before this, the hotel may not be able to properly apply the payment as the reservation is not yet in their system. School purchase orders are not considered payment.

A credit card to cover incidentals will be required at the time of check-in. The hotels' W-9 forms are available at the back of this guide. All reservation changes must be made through BPA. On or before April 1, changes can be made directly in the Conference Registration System. After April 1, please email requested changes to programs@bpa.org.

The official stay of the 2026 National Leadership Conference is May 6-10. Pre-conference arrivals, which is considered any date before May 6, have limited guestroom availability at the conference hotels. Additionally, post-conference stays, which are stays the night of May 10 or after, also have extremely low guestroom availability. If you plan to stay over any pre- or post-conference dates, you may be required to book off-site hotel accommodations should your assigned conference hotel not have availability,

TAX EXEMPTION

Any organizations claiming tax exemption should send proof of exemption to Robin Koch at RKoch@gaylordhotels.com prior to paying their reservation.

CREDIT CARD PAYMENTS

At minimum, one night's deposit per hotel room reserved is due to hotel by April 23. If the credit card being used for payment will not be present at time of check-in, full prepayment is required. Any remaining balance due will be collected at time of check-in. Upon receipt of reservation confirmation from hotel, detailed instructions will be shared to pay via credit card.

CHECK PAYMENTS

If paying for reserved hotel room(s) via check, full prepayment is required and must be received by hotel on or before April 23. Mail checks to the hotel address listed on the housing invoice and include a list of guestroom confirmation numbers and associated guest names, and your contact information. Check payments are not accepted at time of check-in. Any balance due at time of check-in will require payment via credit card.

SPECIAL NOTICES

Cancellation Policy: Reservation cancellations with full refunds are accepted up to 5 days prior to scheduled arrival. If reservation cancellation is received by hotel within 5 days of scheduled arrival, the reserved guest/school is responsible to pay a cancellation fee equal to one night's room rate and tax charge.

Incidental Deposit Policy: At check-in, an incidental deposit in the amount of \$100 per room, per night will be authorized on the provided credit/debit card. To avoid the incidentals authorization, the room must be paid for in full in advance of check-in and must request that incidentals be turned off for the stay. The incidental deposit authorization will only occur if a credit/debit card is presented at check-in. Should an incidental deposit be held on a card, any unused funds from that hold will be returned to the card approximately 7-10 days after checkout



TENNESSEE SALES TAX EXEMPTION INSTRUCTIONS

Organizations that believe they qualify for Tennessee sales tax exemption are responsible for securing approval directly with the State of Tennessee.

If you believe your organization qualifies for Tennessee sales tax exemption, you must apply for and receive a Tennessee Sales and Use Tax Certificate of Exemption from the Tennessee Department of Revenue. Complete [Form RV-F1306901](#) and provide your approved exemption documentation to the hotel. You can also find the form on pages 78-79.

Exemption approval is determined by the Tennessee Department of Revenue and is not automatic. Organizations should apply in advance, as exemptions are generally **not applied retroactively**.

The Inn at Opryland, A Gaylord Hotel

2401 MUSIC VALLEY DR, NASHVILLE, TN 37214

IA AND KS

Room	Occupancy	Rate*
Run of House	1-4	\$269.00 \$316.56

*Top number is the nightly room rate. Bottom number includes taxes and fees. The room rate listed is inclusive of the hotel resort fee, 16.75% Sales & Occupancy Tax and \$2.50 city tax per room per night.

ROOM TYPE DESCRIPTIONS

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- Daily resort-wide public space and guestroom internet access
- Daily scheduled shuttle service to Grand Ole Opry House, Opry Mills, General Jackson Showboat & the Gaylord Opryland
- Unlimited access to fitness center and pool

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TAX EXEMPTION

If you are tax exempt in Tennessee, fax your Tax Exempt Form with a cover page showing your booking confirmation to (615) 883-1230 before arrival, or present it at check-in.

CREDIT CARD PAYMENTS

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TENNESSEE SALES TAX EXEMPTION INSTRUCTIONS

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If you believe your organization qualifies for Tennessee sales tax exemption, you must apply for and receive a Tennessee Sales and Use Tax Certificate of Exemption from the Tennessee Department of Revenue. Complete [Form RV-F1306901](#) and provide your approved exemption documentation to the hotel. You can also find the form on pages 78-79.

Exemption approval is determined by the Tennessee Department of Revenue and is not automatic. Organizations should apply in advance, as exemptions are generally **not applied retroactively**.

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2026-2027 ACADEMIES

2026

Greece - June 14-21, 2026
Belize - June 21-28, 2026

2027

Belize - June 6-13, 2027
Greece - June 13-20, 2027
Panama - June 20-27, 2027
Greece - June 27-July 4, 2027
Belize - July 4-11, 2027

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TRANSPORTATION INFORMATION

Details on shuttles, parking, and airport transportation for NLC 2026



Airport

Airport	Distance to Hotels
Nashville International (BNA) www.flynashville.com/	8 miles (15 minutes)

Airline Discounts

Delta Air Lines

Discount of 3-8% based on the fare class. Travel must occur between May 1 and May 15. Valid for Nashville International Airport (BNA).

- ONLINE: Visit <https://bit.ly/bpanlc-delta> and enter your flight details. Select the “Advanced Search” drop down and enter NY47T in the Meeting Code box.
- PHONE: Call (800) 328-1111 and provide meeting code NY47T. There is no service fee (available Monday to Friday, 8 a.m.–6:30 p.m. ET).
- Discounts are not valid on basic economy tickets.

Southwest Airlines

Discount of 4-10% based on the fare class. Travel must occur between May 1 and May 13. Valid only for Nashville International Airport (BNA).

- ONLINE: Visit <https://bit.ly/bpanlc-southwest-air>. Once at swabiz.com, you should see SPCIDXX90016846 in the upper right corner of the webpage. Simply enter your flight details and select “Search” to take advantage of the discount.
- After booking, ticket name changes can be requested at (800) 479-2249.

United Airlines

Discount of 2-10% based on the fare class. Travel must occur between May 1 and May 15. Valid only for Nashville International Airport (BNA).

- ONLINE: Visit <https://bit.ly/bpa-united> and enter your flight details. Select Advanced Search link. Enter ZR9Q223514 in the “Promotions and certificates” field located under the “Upgrades, certificates, and promotion codes” drop down. “Special offer” will display on discounted flight options.
- PHONE: Call (800) 426-1122 and refer to Z code ZR9Q223514 (available Monday to Friday, 7 a.m.–9 p.m. CT and Saturday to Sunday, 7 a.m.–5 p.m. CT). Booking fees are waived.

Car or Truck Rental

The Avis Worldwide Discount or AWD number J546105 is effective from seven days prior to the conference until seven days afterwards.

- ONLINE: Visit www.avis.com and provide the discount code.
- PHONE: Call (800) 525-7537 x33462 and provide the discount code.

Parking

Below are the parking options and daily rates (subject to change) at the conference hotels:

Gaylord Opryland Resort

- Valet: \$50+tax per night. Valet is available at the hotel front entrance.
- Self-park: \$26.39 per night (for overnight guests only). \$37+tax daily maximum (for daytime visitors).
- Pre-paid parking passes can be purchased for hotel guests in the conference registration system.
- Bus Parking: Limited space is available. If parking a bus, please submit a request here <https://bpa.org/nlc/busparking/> before April 15.



Inn at Opryland

- Self-park: Parking is complimentary on this property.
- Bus Parking: Limited space is available. If parking a bus, please submit a request here <https://bpa.org/nlc/busparking/> before April 15.

Ground Transportation

Arranging transportation between the airport and hotel is your responsibility. In addition to taxis and ridesharing companies (Uber and Lyft), airport websites provide information about shuttle services, which typically require reservations prior to your arrival. If you are planning to use shuttle bus service, schedule transportation at least 24 hours in advance.

- Nashville International Airport: <https://flynashville.com/ground-transportation>

BPA Airport Shuttle Service • \$40

Round-trip airport shuttle service is available for \$40 per person. Shuttles will operate on May 5, May 6, and May 10. Shuttle passes may be purchased through the conference registration system during registration.

Hotel Transfer Shuttles

Complimentary shuttles will be available daily between the conference venue and the Inn at Opryland. Boarding a hotel transfer shuttle is on a first-come, first-served basis. Attendees staying at a secondary conference hotel are encouraged to give themselves extra time to transfer before any scheduled events at the conference venue as immediate boarding of a shuttle bus may not be available.

Hotel transfer shuttles will run on a continuous loop during the times listed in the chart below:

Hotel Transfer Shuttle Schedule	
Approx. transfer time between properties is 10-15 minutes	
Tuesday, May 5	4 p.m. – 10 p.m.
Wednesday, May 6	9 a.m. – 12 a.m.
Thursday, May 7	6:30 a.m. – 12 a.m.
Friday, May 8	6:30 a.m. – 12 a.m.
Saturday, May 9	6:30 a.m. – 10 p.m.
Sunday, May 10	7:00 a.m. – 12 p.m.

Downtown Nashville Shuttle Pass • \$50

BPA is offering an optional shuttle service between the Gaylord Opryland and the official attendee hotels and downtown Nashville. The shuttle runs continuously during the times listed below, and pass holders may ride as many times as they'd like during operating hours.

Shuttle Times:

- May 7 from 9 a.m. to 8 p.m. CT
- May 8 from 8 a.m. to 5 p.m. CT
- May 9 from 8 a.m. to 3 p.m. CT

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We provide CTE curriculum, dynamic esports competition, and paid internships that transform students' passion for gaming into real-world skills and career pathways.

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THE MOMENTS THAT DEFINE NLC

Experience the excitement of BPA General Sessions

You won't want to miss the conference general sessions, which include the exciting opening session (followed by a talent show), membership division business meetings, campaign rallies, and awards sessions.

Opening Session

Wednesday, May 6 • 8:30-10 p.m. CT

Secondary Division Business Meeting

Thursday, May 7 • 4-5 p.m. CT

Division business meeting for secondary members

Secondary Division Campaign Rally

Thursday, May 7 • Following the business meeting

Meet the executive council officer candidates

Postsecondary Division Business Meeting

Thursday, May 7 • 6-7 p.m. CT

Division business meeting for postsecondary members

Postsecondary Division Campaign Rally

Thursday, May 7 • Following the business meeting

Meet the executive council officer candidates

National Honor Awards Ceremony

Friday, May 8 • 5-6:30 p.m. CT

Presentation of BPA Cares Awards, Ambassador Torch Awards, service awards, scholarships, industry challenge winners, and more

Awards Finales

Saturday, May 9

Competitive events awards and introduction of the 2026-27 Executive Council

- Postsecondary Awards from 2-4 p.m. CT
- Middle Level Awards from 5-6 p.m. CT
- Secondary Awards from 7-9 p.m. CT

Opening Session – ALL NEW!

Kick off the conference with an energetic celebration of BPA pride and purpose. Watch delegations proudly parade across the stage during the Parade of Flags, recognize outstanding chapters and members during the celebration of BPA's Professional Achievements, and hear a special welcome and sneak peek from keynote speaker Sam Demma. Meet your Executive Council candidates and get essential highlights to help you navigate the conference with confidence.

Note: Full keynote addresses will take place on Thursday and Friday. During Opening Session, you'll hear a brief welcome and preview from Sam to set the stage for what's ahead.

BPA Live! – NEW OPPORTUNITY

Optional Post-Opening Session Entertainment

May 6, 2026 | 10-11 p.m. CT

Keep the energy going after Opening Session with BPA Live!, a brand-new, one-hour talent showcase featuring members from across the BPA network.

Immediately following Opening Session, the General Session Ballroom transforms into a live stage where selected BPA members take the spotlight. From music and dance to spoken word, comedy, and unexpected talents, BPA Live! celebrates creativity, confidence, and the bold personalities that make our organization shine.

Up to 10 individuals or teams will perform live, with the audience voting for their favorites throughout the show. The night wraps with on-stage awards, making this a high-energy, can't-miss way to kick off the National Leadership Conference.

This optional late-night experience is open to all registered NLC attendees. Come cheer on your peers, cast your votes, and experience BPA from a whole new angle.

Visit <https://members.bpa.org/bpalive/> for guidelines and instructions to apply.

LIVESTREAM

The opening session and awards sessions will be streamed live at <https://bpa.org/nlc/>.

BPA *Live!*

— The BPA Talent Show —



Optional Post-Opening Session Entertainment



May 6, 2026



10:00–11:00 PM



General Session Ballroom



Live Performances by BPA Members



Audience Voting



On-Stage Awards

AFTER HOURS AT NLC

Two unforgettable nights of music, celebration, and connection

Nashville Nights

Friday, May 9, 7-10 p.m. CT

Step into the heart of Music City for a high-energy night designed to bring the BPA community together. Nashville Nights blends live music, interactive experiences, and classic Southern fun into one unforgettable special event. This is your chance to kick back and connect with members from across the country, and experience the spirit of Nashville—BPA style.

What's waiting for you:

- **Live Music & Honky Tonk Vibes** - A true Nashville atmosphere with music that keeps the energy up and the crowd moving.
- **Line Dancing** - Jump in whether you know the steps or not. Confidence counts more than coordination.
- **Wild West Lawn Games** - Classic games with a Southern twist, including horseshoes, lasso toss, and cornhole challenges.
- **Photo Activations** - Strike a pose, grab a prop, and take home memories from Music City.
- **Vinyl Spin Art** - Create your own custom artwork on a recycled vinyl record using a spin art machine. Every piece is one-of-a-kind—and yours to keep.

Rally for Special Olympics • 8:30-9 p.m. CT

Midway through the event, join us for a brief, high-impact rally celebrating BPA's partnership with Special Olympics. This mission-centered moment will highlight the real impact members have made through fundraising and service, share stories from across the states, and show how you can stay involved moving forward. The rally will also serve as a live fundraiser—turning celebration into action.

Nashville Nights is more than a party—it's a shared experience that brings BPA together and closes the night on a high note.



BPA Finale Night Celebration at Dave & Buster's • \$50

Saturday, May 9, 8:30-11:30 p.m. CT

Cap off the conference at the BPA Finale Celebration, a high-energy final-night party designed to bring everyone together and close out the BPA experience on a high note. Following the Awards Session, join members from across the country at Dave & Buster's for a night centered on connection, fun, and celebrating the full conference journey. With interactive video games, bowling, music, and a full-service dining experience—plus private lounges and unlimited access to games and activities—this finale is all about the memories made, the friendships formed, and the impact built throughout the week. It's the perfect way to end your time at BPA—together.

What's included:

- All-you-can-eat dinner buffet
- \$20 Power Card for redemption games (ticket-winning games redeemable at the prize shop)
- Unlimited video game play on non-redemption games for the entire day of the event
- Unlimited bowling
- Access to private BPA lounges within the venue

Transportation: Transportation is not provided. The venue is located on the Gaylord Opryland Resort property and is easily walkable from conference hotels or accessible via the resort shuttle system using the Opry Mills stop.

Cost and Registration: \$50; Purchase your ticket during registration at <https://register.bpa.org>.

Note: All students under 18 must be chaperoned. Tickets are limited, and we anticipate this event selling out.



DON'T MISS THIS KEYNOTE EXPERIENCE

Catch the preview. Come back for more on Thursday or Friday.

You'll get your first taste of this keynote during Opening Session, but that preview is just the beginning. Sam Demma's *Empty Your Backpack: Small Actions, Big Impact* is one of those sessions students talk about long after the conference ends. Offered twice during NLC, this keynote delivers powerful perspective, relatable moments, and meaningful takeaways that resonate in competition, leadership, and everyday life. If the Opening Session sneak peek sparks something—and it will—you won't want to miss the full experience.

Empty Your Backpack: Small Actions, Big Impact

BPA is celebrating 60 years of leadership, competition, and community. But the most important part of what happens this week isn't just what you win, it's who you become while you're here. This keynote is a fast-paced, story-driven experience about growth: releasing what weighs you down, choosing the habits that build confidence over time, and leading with empathy in high-pressure moments. Sam Demma brings real stories and turns them into simple, usable ideas students can apply in competition, in leadership roles, and back home. Expect laughs, a few quiet moments, and at least one "I needed to hear that" takeaway.

Sessions:

- Thursday, May 7 · 10-11 a.m. CT
- Friday, May 8 · 10-11 a.m. CT

I packed my cowboy hat and can't wait to meet all of you in Nashville! – Sam Demma

Scholarship Opportunity from Sam

BPA's NLC keynote speaker Sam Demma is not just opening the conference. He is also investing in BPA members who lead with intention, growth, and kindness. To celebrate BPA's 60 years of leadership, competition, and community, Sam will award **one \$500 scholarship** to a BPA member whose actions reflect strong character and positive impact.

This scholarship recognizes students who demonstrate:

- **Drive** through follow-through and commitment
- **Empathy** through how they treat others
- **Merit** through effort and achievement relative to opportunity
- **Momentum** through growth and improvement over time
- **Altruism** through service and positive impact

This award honors who you are becoming, not just what you win. Visit bpa.org/scholarships for more information and to apply.

About Sam Demma

Sam Demma is a bestselling author, keynote speaker, and creator whose videos have been viewed over 250 million times. He has delivered 750+ performances across three continents, spoken twice on the TEDx stage, collaborated with brands like Taco Bell, and toured his message throughout Canada, the U.S., and Kenya.

His books, *Empty Your Backpack* and *Be Someone's Taco*, help people build resilience, empathy, and leadership skills. Sam's high-energy, comedic performances focus on mental health, kindness, and making a difference.

Connect with Sam, [@Sam_Demma](https://twitter.com/Sam_Demma)







JOIN US IN MAKING A DIFFERENCE AT NLC!

GET READY TO STEP UP FOR A CAUSE AT THE 2026 NATIONAL LEADERSHIP CONFERENCE IN NASHVILLE!

BPA has partnered with We Help Two, an organization that believes fundraising can make double the impact. By purchasing socks at NLC, you'll support BPA and help those in need through their sock donation program. For every 2 packs sold, 1 individual pair will be donated to a local Nashville shelter to support those in need.

From bold and colorful patterns to two exclusive BPA designs—there's something for everyone!

Visit the We Help Two booth at NLC to grab your socks and make an impact!

Buy Socks, Give Back!



PRICING:
3-PAIR PACK - \$10
SINGLES - \$5



GET INVOLVED AT NLC

Additional opportunities to lead, serve, and participate beyond competition



Aspiring Officer Experience

An incredible opportunity designed exclusively for middle level members. Ever wondered what it's really like to serve as a BPA Executive Officer?

Through the Aspiring Officer Experience, selected middle level members will shadow a member of the Executive Council during NLC and gain firsthand insight into national student leadership. From behind-the-scenes moments to high-level responsibilities, you'll see what it takes to lead at the highest level of BPA.

- Applications are due April 1, 2026.
- Applicants must already be registered to attend NLC.
- Apply at members.bpa.org/aoe/.



Student Volunteer Program

Be part of what makes NLC happen. The Student Volunteer Program gives members the opportunity to contribute to the success of the conference while gaining valuable leadership experience and seeing NLC from a unique, behind-the-scenes perspective.

Volunteer assignments may include assisting with registration, workshops, competitive events, service activities, the Exhibitor Showcase, the BPA Mall, and more. It's a great way to build skills, meet new people, and make a meaningful impact during the conference.

Advisors should indicate students interested in volunteering when completing the online conference registration.



National Anthem Contest

Oh Say Can You Sing? Showcase your vocal talent by performing the National Anthem live at the NLC Opening Session. Soloists and groups are invited to submit a video of their best a cappella performance of "The Star-Spangled Banner" for the opportunity to take the stage in front of the entire conference.

- Contestants must be BPA members registered to attend NLC.
- Apply at bpa.org/nlc/national-anthem-competition/.
- Entries are due March 15, 2026.

ACTS OF SERVICE

Ways BPA members can give back and make a difference during NLC

Commitment to service is a hallmark of engaged citizens and strong leaders. We encourage you to spend some time engaged in acts of service while at the conference. There are several opportunities to get involved.

Friday, May 8 • 3-6 p.m. CT

Special Olympics Chain of Love • \$1

Let's build the longest Chain of Love in BPA history—one link at a time. Donate \$1 per link (online during NLC registration or onsite) to decorate and add to the chain that will be showcased during the Special Olympics Rally. Every link represents your commitment to amplify inclusion, acceptance, and impact.

Amplify Your Style: Cowboy Hat Creations • \$5

Add a little flair while making a big difference! Decorate and bling out your own cowboy hat to take home as a bold keepsake. Donate \$5 to customize one (1) cowboy hat. Proceeds support Special Olympics, so your style statement makes a statement that matters.

Letters of Gratitude: Conference Volunteer Appreciation

Behind every great conference are volunteers who amplify the experience. Take a few minutes to write a heartfelt letter thanking a conference volunteer for their time, energy, and service. Your words will remind them that their impact was seen, felt, and appreciated.

Letters of Gratitude: Messages to Service Members Overseas

Amplify your gratitude beyond the conference walls. Write a letter to a service member overseas to thank them for their dedication and sacrifice. Your message will be sent as a reminder that their impact reaches far beyond their post.

Shoe Drive by Funds2Orgs

Step up and amplify economic impact around the world by donating gently worn, used, and new shoes. Through National BPA's partnership with Funds2Orgs, your donations support micro-enterprises in developing countries and help entrepreneurs build sustainable businesses. Every pair amplifies opportunity—so don't forget to pack an extra pair to give.



Guitar Build • \$125

*** ACTS OF SERVICE EXPERIENCE OPPORTUNITY:** This is a Nashville Experience that also gives back to the community and should be purchased under Tours and Experiences during conference registration.

This team-building experience strikes a chord—literally. Attendees will be divided into “bands” and work together to build a fully functional guitar, then decorate it with paint pens, stickers, and a custom-designed album cover. Each finished guitar will be donated to a veteran, amplifying healing, creativity, and connection through music. This activity supports the HeartStrings Foundation, whose mission is to provide guitars to veterans and active-duty military members and their families so they can integrate music into their recovery journey.

Friday, May 8 • 8:30 p.m. CT

Rally for Special Olympics

Join us for a short, mission-centered rally highlighting BPA's partnership with Special Olympics. Taking place during the Special Event on Friday evening, this fast-paced session will spotlight the impact of our collective fundraising and volunteer efforts across states, share how this work supports athletes and communities, and outline how members can continue to get involved. The rally will also serve as a live fundraiser for Special Olympics—a chance to celebrate impact and directly fuel the work ahead. **Due to construction on the property, a Walk for Special Olympics is not possible in 2026.*

Amplify *Your Impact*

**May 6-10
2026
Nashville,
Tennessee**

See you there!



NLC Shoe Drive Fundraiser

Drop off your gently worn, used and new shoes at our booth at the National Leadership Conference!

PLUS, learn how this sustainable fundraiser is an impactful way to fund BPA scholarships and awards.

Funds2Orgs' partners like us have collected over 37 million shoes for the reuse economy, helping to keep shoes out of landfills and support micro-entrepreneurs worldwide.

Now is your chance to support purpose and potential!

Learn More at:
Funds2orgs.com/BPA



LEVEL UP YOUR LEADERSHIP

Hands-on experiences and programming designed to elevate your leadership



Leadership Passport

May 7 and 8 • 8 a.m.-4 p.m. CT

Ready to level up your leadership? The Leadership Passport experience is your opportunity to build real-world skills while making the most of your NLC experience. Choose from a wide variety of high-impact workshops designed to strengthen your personal brand, sharpen your professional skills, and prepare you for college, careers, and beyond.

From personal branding and social media strategy to digital safety, career readiness, and emerging industry trends, each session delivers practical takeaways you can apply immediately.

Workshops will run in 45-minute increments throughout the day on May 7 and 8. Check out the next page for a glimpse of what is to come! **The complete list of Leadership Passport sessions will be released in the coming weeks and will also be accessible in the BPA app.** Start planning your path—and don't forget to collect your passport!

This preview highlights a selection of workshops planned for the conference. A complete schedule, including full session descriptions and times, will be available in the conference app in early March. Sessions and schedules are subject to change.

Designing Business Solutions Across Cultures

Work in consulting teams to solve real global business challenges using cross-cultural problem-solving strategies.
Presented by Global Brigades

Everybody Talks

Networking without the awkwardness. Learn how to break the ice, make strong first impressions, and build real connections that open doors.

Fireside Chat: How a Legacy Brand Stays Relevant

Beth Sachan shares how Goo Goo Cluster stays relevant after 100+ years through partnerships, experiences, and smart marketing decisions.
Presented by Goo Goo Cluster

Hiring Smarter: How Raising Cane's Uses Technology to Recruit Top Talent

Learn how Raising Cane's uses technology to hire at scale. A real-world look at modern recruiting, followed by an interactive Q&A.
Presented by Raising Cane's

It's All in the Details

Discover how great brands deliver standout experiences. Practice marketing, event planning, and customer experience skills you can use in BPA and beyond.

Let's Give 'Em Something to Talk About

Find your voice in class, meetings, and chapter life. Learn strategies to speak up confidently and create a culture where ideas are shared.

Level Up Your Impact 101

A fast-paced workshop covering mental wellness, personal finance, and leadership fundamentals. Walk away with practical tools to lead with purpose.
Presented by BPA's National Executive Council

Power Pose Parade

A 20-minute confidence boost. Learn how body language improves presence, focus, and impact—then practice it live.

Speak Up, Stand Out: Amplify Your Voice

Build confidence and deliver messages that connect. Learn public speaking strategies for class, competition, and leadership moments.

Speak With Impact, Even If You're Terrified

Overcome stage fright and speak with confidence using storytelling, structure, and presence. Includes live practice and coaching.

Success Skills That Amplify Your Impact

Build the professional skills that matter most, including communication, adaptability, and strong first impressions.
Presented by AICPA

Surviving the Upside Down

A real look at freshman-year business classes, career paths, and balancing college life—direct from current college students.
Presented by University of Indianapolis School of Business



Business World • \$25
May 8 • 12-4 p.m. CT

Through fun and engaging hands-on activities and dynamic speakers, students will be challenged to innovate and lead as they create, build, and run a business from the ground up. We pack the session with transferable skills that will help students as they think about and plan for their future careers and give them some tools to help them be successful in their school careers, too!

Who Should Participate

- Middle level and secondary BPA members who want to grow as leaders and refine their business skills
- Students excited to collaborate, connect, and learn with peers from across the nation

Cost: \$25 per participant (includes session supplies and lunch)

Registration: Participants must register through the BPA conference registration system.



**Ready to Launch:
Chapter Leader Academy**
May 9 • 10 a.m.-12 p.m. CT

Calling all current and aspiring chapter leaders! Whether you've just been elected or are considering a future leadership role at the chapter, regional, state, or national level, this interactive academy is your launchpad.

During this hands-on experience, you'll connect with fellow student leaders, craft your personal leadership vision, refine your BPA story, and develop practical strategies for building strong, thriving chapters. Walk away with a clear action plan and the confidence to lead with purpose.

Space is limited and available on a first-come, first-served basis during NLC—secure your spot and get ready to launch.

NLC Leadership Academy • \$30

Wednesday, May 6 • 8 a.m.-5 p.m.

Arrive Early BEFORE Opening Session!

Ready to grow your confidence, sharpen your leadership skills, and join a national community of BPA leaders? The NLC Leadership Academy is a high-energy, full-day leadership experience for secondary and postsecondary members who want to connect, learn, and lead at the next level.

This cohort-based program brings together motivated BPA members from across the country for a day of interactive learning, meaningful conversations, and real-world leadership challenges. You'll collaborate with peers, build relationships with other emerging leaders, and become part of a network of students committed to making an impact in BPA and beyond.

BPA is partnering with Central Michigan University's Sarah R. Opperman Leadership Institute to co-facilitate this experience, bringing university-level leadership training and expertise directly to NLC participants.

What You'll Learn

- How to communicate with confidence and lead with purpose
- Strategies for teamwork, collaboration, and inclusive leadership
- How to navigate tough conversations and ethical decisions
- Tools to discover your leadership style and strengths
- Practical leadership skills you can use in BPA, school, college, and your future career

Who Should Participate

- Secondary and postsecondary BPA members who want to grow as leaders
- Students excited to collaborate, connect, and learn with peers from across the nation
- Emerging chapter, state, and national leaders looking for hands-on leadership experience

Cost: \$30 per participant (includes session supplies and lunch)

Registration: Participants must register through the BPA conference registration system.

Spots are limited—join this community of BPA leaders and be part of a national leadership experience designed to help you grow.

Step Up to Lead: Become an NLC Leadership Academy Co-Facilitator

Want to go beyond participating and help lead the experience? Serve as an NLC Leadership Academy Co-Facilitator and guide a national cohort of BPA members through this dynamic, full-day program.

Co-facilitators partner with a student leader from Central Michigan University to lead discussions, energize their group, and create an engaging, supportive learning environment.

Eligible Students

- Rising secondary seniors and postsecondary members
- Students excited to lead, collaborate, and facilitate engaging conversations

Required Commitments

- Virtual Training Webinar: April 15, 6–7:30 p.m. ET
- On-Site Orientation: May 5, 12–5 p.m. CT
- NLC Leadership Academy: May 6, 8 a.m.-5 p.m. CT

Why Be a Co-Facilitator?

- Lead a national cohort of BPA members and make a real impact
- Build facilitation and leadership experience for resumes and college applications
- Collaborate with a national university partner
- Be recognized as a national BPA student leader
- Gain real-world leadership experience that goes beyond competitions and conferences

Spots are limited—apply today:

<https://members.bpa.org/leadershipacademy/>

About Central Michigan University's Sarah R. Opperman Leadership Institute

Central Michigan University's Sarah R. Opperman Leadership Institute has been developing student leaders since 1997 and serves as the coordinating hub for leadership programming at CMU. The Institute is committed to helping students understand leadership theory, build strong relationships, navigate conflict, value diversity, and lead with integrity. Its vision is to be a premier institution for leadership training and development, providing students and communities with opportunities to continually strengthen their leadership skills.

SHOP, DISCOVER, AND CONNECT

Discover brands, colleges, BPA merch, and conference exclusives



Exhibitor Showcase

The Exhibitor Showcase is an intentionally curated hub of connection at the National Leadership Conference. Students and advisors are invited to explore postsecondary options, career pathways, leadership opportunities, and resources that support success beyond the classroom.

Conveniently located near conference workshop spaces, the Showcase features a diverse mix of colleges and universities, military branches, education and curriculum providers, nonprofits, student leadership organizations, and industry partners—all committed to supporting BPA members.

Exhibitor Showcase Hours:

- Thursday, May 7 • 9 a.m.–5 p.m. CT
- Friday, May 8 • 9 a.m.–5 p.m. CT

Why Students Should Stop By

- Explore colleges, programs, and pathways that match your interests
- Learn about careers, scholarships, certifications, and leadership opportunities
- Connect directly with organizations invested in your future

Why Advisors Should Stop By

- Discover curriculum tools, classroom resources, and student opportunities
- Connect with partners that support CTE and leadership development
- Build relationships that strengthen your chapter

BPA Mall

While you're at NLC, don't miss a stop at the BPA Mall—your headquarters for fresh gear, exclusive drops, and conference must-haves. Discover brand-new merchandise, limited-edition NLC apparel, and special 60th anniversary items created to celebrate six decades of leadership, competition, and community. From exclusive conference pieces you can only grab on-site to select favorites from the BPA Mall online store, this is your chance to see styles in person, try on sizes, explore color options, and rep BPA with pride. Keep an eye out for exciting limited-edition anniversary merchandise—once it's gone, it's gone!

BPA Mall Hours:

- Wednesday, May 6 • 10 a.m.–5 p.m. CT
- Thursday, May 7 • 9 a.m.–5 p.m. CT
- Friday, May 8 • 9 a.m.–5 p.m. CT
- Saturday, May 9 • 10 a.m.–9 p.m. CT

Stop by, celebrate 60 years, and take a piece of BPA home with you.

PRE-ORDER YOUR NLC EXCLUSIVES

Secure your must-have BPA gear before you arrive in Nashville

Registration for NLC 2026 now includes the opportunity to pre-order select BPA merchandise and pick it up onsite at the BPA Mall in Nashville. From graduation cords and a BPA tassel to the official NLC 2026 conference shirt and a limited-edition 60th Anniversary commemorative pin, these exclusive items help you celebrate your achievements and represent BPA with pride. Pre-ordering ensures you don't miss out—especially on special anniversary merchandise available in limited quantities.

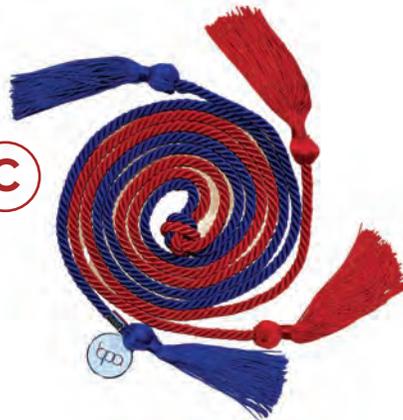
A



B



C



D



A. Conference 2026 T-shirt • \$20

B. Limited Edition 60th Anniversary Pin • \$7

C. Graduation tassel with BPA medallion • \$10

D. Graduation cord with BPA medallion • \$15

ADVISOR PROGRAMMING

Invest in your impact at NLC

Exclusively for BPA advisors, NLC's Advisor Programming offers two days of professional learning, collaboration, and connection designed to strengthen your classroom and chapter. Engage in expert-led sessions from CTE leaders and trusted partners, connect with peers during advisor roundtables, attend the exclusive AICPA Advisor Breakfast (pre-registration required), and contribute your voice in interactive focus groups. When it's time to recharge, the centrally located Advisor Lounge sponsored by Stukent CTE provides a welcoming space to relax, connect, and refuel between sessions.



Advisor Professional Learning Series

May 7-8 • 8 a.m.-4 p.m. CT

The Advisor Professional Learning Series promises to be bigger and better than ever, offering a dynamic mix of training, expert insights, and hands-on strategies to elevate your teaching and chapter management. Get ready for cutting-edge sessions from top facilitators and trainers in the CTE space, as well as sessions hosted by BPA's trusted partners and fellow peer advisors, all designed to energize your classroom, engage students, and build stronger BPA chapters. Key session highlights include practical lesson plans to spark student interest, industry aligned certifications and trends in education, proven strategies for fostering high-performing teams, best practices in chapter management, and expert guidance on starting or revitalizing your chapter.

Sessions will be held throughout the day on May 7 and 8, from 8 a.m. until 5 p.m. Check out the next page for a glimpse of what is to come! **The complete list and schedule of Advisor Professional Learning sessions will be released in the coming weeks and will also be accessible in the BPA app.**

This preview highlights a selection of workshops planned for the conference. A complete schedule, including full session descriptions and times, will be available in the conference app in early March. Sessions and schedules are subject to change.

AI as Your Co-Pilot

Learn how to use AI tools to save time, stay organized, and boost performance in the classroom, BPA, and beyond.

Cereal CEOs: Turning Classrooms into Real-World Marketing

See how one project blends branding, media, and leadership. Advisors leave with a ready-to-use classroom unit.

Connecting the Dots: Integrating WBL, Credentials, and BPA

Learn how to align work-based learning, credentials, and BPA events into a cohesive, student-centered program.

From Classroom to Career: Empowering Your BPA Chapter with Data-Driven Discovery

Use aptitude data and credentials to guide students toward the right events, careers, and postsecondary paths.

Presented by YouScience

From Financial Literacy to Careers in Insurance

Explore free, classroom-ready curriculum that builds financial literacy and introduces students to insurance careers.

Presented by Invest Program

Headliner Leadership: Build Rock-Star Student Leaders

Learn how to coach and develop student leaders using strategies inspired by the music industry.

Stukent CTE: Business, Marketing, & Finance Courses, Simulations, & Industry Certifications

Explore a platform combining curriculum, simulations, and certifications to enhance student engagement and outcomes.

Presented by Stukent

Synergizing Success: Certifications and Workplace Readiness

Learn how integrating academics, CTE, and certifications improves student performance and career readiness.

The Benefits of AP Coming to CTE

Explore AP Business with Personal Finance, student benefits, and how schools can implement it alongside BPA.

Presented by College Board

The Ultimate Workshop for BPA Competitive Events Prep

Get ready-to-use activities aligned to BPA competitive events, plus access to Rubin's Emerge curriculum.

Presented by Rubin



Advisor Roundtables

Thursday, May 7 • 9-10 a.m. CT

Friday, May 8 • 2-3 p.m. CT

Pull up a chair—this is where meaningful conversations happen. Advisor Roundtables are designed for real talk, real solutions, and real connections. These interactive sessions focus on peer-to-peer learning, practical strategy sharing, and strengthening your professional network with fellow BPA advisors from across the country.

Bring your questions, share your wins, and walk away with fresh ideas you can implement immediately.

Are you interested in leading a roundtable?

Email education@bpa.org.



Advisor Lounge Sponsored by Stukent CTE

May 7-8 • 9 a.m.-5 p.m. CT

Advisors, this space is for you. Located near the heart of the action—just steps from the Exhibitor Showcase and workshops—the Advisor Lounge, sponsored by Stukent CTE, is your place to pause and recharge during NLC. Relax between sessions, power up your devices (and yourself), grab a treat, and connect with fellow advisors from across the BPA network.

While you're there, learn how Stukent's real-world Simternships can bring engaging, hands-on experiences into your classroom.

Stay for five minutes or fifty—the Advisor Lounge is your home base throughout the conference.



Exclusive Advisor Breakfast Sponsored by AICPA

Thursday, May 7 • 8-10 a.m. CT

Start your day with connection and celebration at the Exclusive Advisor Breakfast, generously sponsored by the Association of International Certified Public Accountants (AICPA). This special gathering honors the incredible impact of our local chapter advisors and offers a valuable opportunity to network with peers from across the country.

Hear from AICPA representatives about how they are supporting, promoting, and recruiting the next generation of accounting professionals—and explore ways your students can connect to career pathways in the industry.

This event is reserved for chapter advisors only. Pre-registration through the NLC Conference Registration system is required. Limited tickets are available on a first-come, first-served basis.

G-W Advisor Focus Group

Friday, May 8 • 10-11 a.m. CT

Help shape the future of CTE Business education. Join G-W at NLC for an exclusive educator focus group designed to gather your insight on a new, activity-driven Business Foundations course built around the 5E Learning Model.

This fully online product is being developed to address real classroom challenges and empower students through active, project-based learning. During this one-hour session, you'll experience a sample lesson and provide feedback on implementation strategies, digital tools, project integration, assessment approaches, and best practices for leading an activity-centered classroom.

Your voice will directly influence how this resource supports educators nationwide. All participating instructors will receive a \$100 honorarium. Space is limited, and selected participants will be notified after registering.

An All-in-One CTE Solution.

Learn. Simulate. Practice. Certify. The four pillars of Stukent CTE provide you with a comprehensive set of resources to prepare students for college and careers!

LEARN



Stukent CTE courseware puts standards-aligned CTE courses at your fingertips. Teach what you want, when you want with modular, engaging course content.

SIMULATE



A Stukent CTE Simternship®, or simulated internship, allows your students to apply concepts to real-world scenarios.

PRACTICE

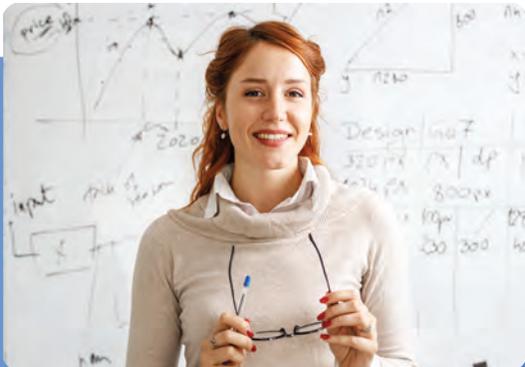


Stukent CTE offers turnkey prep and resources for Intuit and Microsoft industry-based certifications, and other third-party certifications.

CERTIFY



Stukent CTE Certifications provide students with credentials that demonstrate proficiency, boost employability, and prepare them for future careers.



Take a Break at the **BPA Advisor Lounge** with Stukent CTE!

Scan the QR code to **explore Stukent CTE!**



COMPETITIVE EVENTS

Everything you need to know about competitions and certifications

Student members qualify to compete in national-level events based on BPA state association requirements and should register for the appropriate events during the registration process.

Deletions and Substitutions

Substitutions for events requiring pre-submissions of materials must be completed prior to Wednesday, April 1 because students for these events must be registered to compete before their pre-submission is received. Event deletions and substitutions may be made after registration has closed by emailing education@bpa.org. These changes must be requested by Monday, April 6. Changes after this date must be made on-site at the competitive events headquarters by the state advisor prior to 6 p.m. CT on Wednesday, May 6, 2026.

Schedule Conflicts

Conflict resolutions are made on a first-come, first-served basis. Conflicts caused by two concurrently scheduled BPA competitive events will be resolved. Competition conflicts resulting from voting delegate duties, executive council officer duties, executive council candidate duties, and executive council candidate campaign manager duties will also be resolved.

Judged events cannot be rescheduled outside of the scheduled event times. Competition schedules will be released by April 15. Scheduling conflicts based on the reasons above must be requested by Friday, May 1, by emailing education@bpa.org. Resolving schedule conflicts after this date must be made on-site at the competitive events headquarters by the chapter advisor prior to 6 p.m. CT on



Wednesday, May 6, 2026.

Reminders

- Appropriate dress, conference name badge, and wristband must be worn to all competitive events.
- Only event competitors and authorized personnel will be allowed in event locations. Students may be disqualified if their advisor is in the event room and is not an administrator, proctor, or authorized competitive events official.
- A “contestant number” is required for many events. Students’ eight-digit membership numbers are found in the chapter member list in the BPA registration system at <https://register.bpa.org>. The member list can be obtained using “Membership Download” on the Students tab.
- Competitors will electronically upload all on-site completed competition files.
- Do not schedule tours or meals during students’ contest time. Students competing in a judged or hands-on event will need to keep their schedule free to potentially compete in the finals of that event. Tour refunds are not given due to conflicts with scheduled events or finals.
- Refer to the WSAP Guidelines for information on contestants’ use of their own computers.

Awards

For each division, the top ten scores in each event or all finalists (whichever is greater) will be recognized on stage with medals. The top three individuals or teams will receive plaques. **Awards must be claimed at the 2026 National Leadership Conference.** If you will not attend the Awards Finale, you must make arrangements with someone else to claim the award on your behalf. The last opportunity to claim awards is Sunday, May 10, 7-11 a.m. CT in the Delta Lobby at the Gaylord Opryland Convention Center. **Awards will not be mailed after the conference.**

Computers and Software

PCs with Microsoft Windows will be used for all events. Check individual event guidelines for information on the use of a member's own computer.

Members who bring their own computer for events, as permitted, must also bring all supporting devices (including portable printer, software, extension cords, power strips, paper, etc.). Power will be provided. Carry-in and set-up of equipment must be done solely by the contestant(s) and must take place within the time allotted.

JUDGED EVENT EQUIPMENT - NEW THIS YEAR!

National BPA will provide 55" TVs with HDMI connections and cables for all presentation rooms. A table will be provided for all contestant equipment (computer, speakers, extension cords, etc.).

MIDDLE LEVEL SOFTWARE

Administrative Support Team ⁹¹⁵

- MS Office 2021

Introduction to Word Processing ⁹²⁵

- MS Office 2021

Spreadsheet Applications ⁹³⁰

- MS Office 2021

IMPORTANT NOTES

All students who wish to use Adobe software for competitions MUST bring their own login. Adobe Licensing will NOT be provided by BPA.

Students MUST know their member IDs and passwords in all computer lab based events. Otherwise they will need to reset their password onsite which could potentially cause them to lose testing time.

This page lists software provided at the national-level competition. State-level software may vary. BPA assumes no responsibility for hardware or software provided by contestants. Contestants who experience problems with their equipment will not be rescheduled. Contestants bringing their own computers and software should note that contests are authored for the software listed above and may not run on alternate software.

SECONDARY/POSTSECONDARY SOFTWARE

Administrative Support Team ²⁵⁵

- MS Office 2021

Database Applications ²⁴⁰

- MS Office 2021

Desktop Publishing, Advanced ⁴¹⁵

- Adobe InDesign® CC, Adobe Illustrator® CC, Adobe Photoshop® CC

Desktop Publishing, Fundamental ⁴⁰⁰

- Adobe InDesign® CC, Adobe Illustrator® CC, MS Office 2021

Health Administration Procedures ²⁵⁰

- MS Office 2021

Integrated Office Applications ²¹⁵

- MS Office 2021

Legal Office Procedures ²⁴⁵

- MS Office 2021

Office Systems & Procedures, Advanced ²²⁵

- MS Office 2021

Office Systems & Procedures, Basic ²²⁰

- MS Office 2021

Spreadsheet Applications, Advanced ²³⁵

- MS Office 2021

Spreadsheet Applications, Fundamental ²³⁰

- MS Office 2021

Web Design, Fundamentals of ⁴⁰⁵

- Notepad

Word Processing, Advanced ²¹⁰

- MS Office 2021

Word Processing, Intermediate ²⁰⁵

- MS Office 2021

Word Processing, Fundamental ²⁰⁰

- MS Office 2021

National BPA is providing the Programming IDE Software for the four programming events. Here is a list of the software provided:

- C# Programming ³³⁰: Visual Studio, Visual Studio Code
- C++ Programming ³³⁵: Visual Studio, Visual Studio Code, DevC++, Codeblocks
- Java Programming ³⁴⁰: IntelliJ, Eclipse, NetBeans, BlueJ
- Python Programming ³⁵⁵: IDLE, Visual Studio, Visual Studio Code, PyCharm

Pre-submitted Events

Events below require the advance submission of projects for technical scoring. Contestants must be registered and have contestant (member) numbers ready when uploading files. Materials for national-level competitions must be uploaded at <https://upload.bpa.org/> by April 1, 2026, at 5 p.m. ET.

MIDDLE LEVEL PRE-SUBMITTED EVENTS

Digital Game Design Team ⁹⁴⁰
Entrepreneurship Exploration ⁹⁷⁰
Graphic Design Promotion ⁹⁴⁵
Human Resource Exploration ⁹⁹⁰
Video Production Team ⁹⁵⁰
Visual Design Team ⁹⁶⁰
Website Design Team ⁹⁵⁵

SECONDARY PRE-SUBMITTED EVENTS

Administrative Support Research Project ²⁶⁰
Broadcast News Production Team ⁴⁴⁵
Computer Animation Team ⁴⁴⁰
Computer Modeling ⁴²⁵
Digital Media Production ⁴²⁰
Economic Research Individual ¹⁵⁵
Economic Research Team ¹⁶⁰
Entrepreneurship ⁵⁰⁵
Global Marketing Team ⁵⁰⁰
Graphic Design Promotion ⁴¹⁰
Interview Skills ⁵¹⁵
Interview Skills, Advanced ⁵²⁰
Network Design Team ³²⁵
Podcast Production Team ⁴⁵⁰
User Experience Design Team ⁴⁵⁵
Video Production Team ⁴³⁰
Visual Design Team ⁴⁶⁰
Website Design Team ⁴³⁵

POSTSECONDARY PRE-SUBMITTED EVENTS

Broadcast News Production Team ⁴⁴⁵
Digital Media Production ⁴²⁰
Entrepreneurship ⁵⁰⁵
Graphic Design Promotion ⁴¹⁰
Interview Skills ⁵¹⁵
Interview Skills, Advanced ⁵²⁰
Network Design Team ³²⁵
Podcast Production Team ⁴⁵⁰
User Experience Design Team ⁴⁵⁵
Video Production Team ⁴³⁰
Visual Design Team - Pilot ⁴⁶⁰
Website Design Team ⁴³⁵

Open Events

Open events are available to any member and consist of objective (multiple-choice) exams. Pre-qualification or pre-registration is not required. Members can compete in open events by visiting the Open Events Computer Lab during the hours below.

- Wednesday, May 6 • 12-5 p.m. CT
- Thursday, May 7 • 7 a.m.-12 p.m. CT
- Friday, May 8 • 7 a.m.-12 p.m. CT

MIDDLE LEVEL OPEN EVENTS

Business Communication Skills Concepts ⁹⁹⁵
Business Fundamentals Concepts ⁹⁹⁶
Business Math Concepts ⁹⁹⁷
Computer Literacy Concepts ⁹⁹⁸

SECONDARY OPEN EVENTS

Administrative Support Concepts ²⁹⁰
Computer Programming Concepts ³⁹⁰
Digital Communications and Design Concepts ⁴⁹⁰
Digital Marketing Concepts ⁵⁹⁴
Financial Math and Analysis Concepts ¹⁹⁰
Health Administration Concepts ⁶⁹⁰
Information Technology Concepts ³⁹¹
Management, Marketing and Human Resources Concepts ⁵⁹¹
Meeting and Event Planning Concepts ⁵⁹⁰
Parliamentary Procedure Concepts ⁵⁹²

POSTSECONDARY OPEN EVENTS

Administrative Support Concepts ²⁹⁰
Computer Programming Concepts ³⁹⁰
Digital Communications and Design ⁴⁹⁰
Digital Marketing Concepts ⁵⁹⁴
Financial Math and Analysis Concepts ¹⁹⁰
Health Administration Concepts ⁶⁹⁰
Information Technology Concepts ³⁹¹
Management, Marketing and Human Resources Concepts ⁵⁹¹
Health Administration Concepts ⁶⁹⁰
Meeting and Event Planning Concepts ⁵⁹⁰
Parliamentary Procedure Concepts ⁵⁹²
Project Management Concepts ⁵⁹³

STUDENTS, ADVISORS, AND ALUMNI

BPA Merit Scholar—Not part of the WSAP events, this multiple-choice exam covers BPA's history, traditions, and programs.



NLC Orientation for Administrators, Proctors, and Graders

Prepare for your role at the National Leadership Conference by attending the APG Orientation. This mandatory session is available in two formats:

Online Training Access: Available on the [Member Gateway](#) starting April 20.

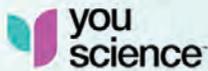
In-Person Sessions: Held onsite in Nashville during NLC (schedule below).

APG Orientation is crucial for ensuring you have the knowledge and resources to support a successful conference experience.

Onsite APG Meeting Schedule:

- Wednesday, May 6 • 9-10 a.m. CT
- Wednesday, May 6 • 4-5 p.m. CT
- Thursday, May 7 • 9:30-10:30 a.m. CT
- Thursday, May 7 • 4-5 p.m. CT

For details, visit apg.bpa.org.



Every student connected and ready

Give BPA students the tools to turn potential into high-impact careers with YouScience® Brightpath.



www.youscience.com/demo-request





Competitive Events with Required Certification Exams

Certification exams are required and provided free of charge for competitors at the national level in the events listed below. The certification exam is worth 50 points in the final score for each aligned competitive event.

Middle Level Event	Certification Exam
Digital Citizenship ⁹²⁰	IC3 Global Standard 6 Level 1 (Certiport)
Secondary/Postsecondary Event	Certification Exam
Advanced Desktop Publishing ⁴⁰⁵	Desktop Publishing II (YouScience)
Advanced Interview Skills ⁵²⁰	Professional Communication (Certiport)
Advanced Spreadsheet Applications ²³⁵	Microsoft Office Specialist Excel 365 Expert (Certiport)
Advanced Word Processing ²¹⁰	Microsoft Office Specialist Word 365 Expert (Certiport)
C# Programming* ³³⁰	IT Specialist - Software Development (Certiport)
Computer Network Technology* ³⁰⁰	IT Specialist - Networking (Certiport)
Computer Security* ³²⁰	IT Specialist - Network Security (Certiport)
Device Configuration & Troubleshooting* ³⁰⁵	IT Specialist - Device Configuration and Management (Certiport)
Database Applications ²⁴⁰	Microsoft Office Specialist Access 2019 Expert (Certiport)
Entrepreneurship*** ⁵⁰⁵	Entrepreneurship and Small Business (Certiport)
Fundamental Desktop Publishing ⁴⁰⁰	Desktop Publishing I (YouScience)
Fundamental Spreadsheet Application ²³⁰	Microsoft Office Specialist Excel 365 Associate (Certiport)
Fundamental Word Processing ²⁰⁰	Word Processing (Precision Exams by YouScience)
Fundamentals of Web Design* ⁴⁰⁵	IT Specialist - HTML and CSS (Certiport)
Integrated Office Applications** ²¹⁵	Microsoft Office Specialist PowerPoint 365 Associate (Certiport)
Intermediate Word Processing ²⁰⁵	Microsoft Office Specialist Word 365 Associate (Certiport)
Java Programming* ³⁴⁰	IT Specialist - Java (Certiport)
Linux Operation System Fundamentals**** ³⁵⁰	Certmaster Learn Linux+ (CompTIA) formerly Linux Pro (TestOut)
Network Administration Using Cisco ³¹⁵	Cisco Certified Support Technician Networking (Certiport)
Python Programming* ³⁵⁵	IT Specialist - Python (Certiport)
SQL Database Fundamentals* ³⁴⁵	IT Specialist - Databases (Certiport)

*Contestants who have previously certified in an aligned IT Specialist exam may choose from one of the following two options:
 (1) Take another certification exam within the event subject area. Members who pass the chosen exam will receive 50 points toward their event score. Members who fail the exam will receive 0 points toward the event score.
 (2) Members may share their passing test scores with the competition staff by logging into their Certiport account and sharing the previously earned score during their scheduled testing time at NLC.

**Contestants who have previously certified in Microsoft Office Specialist exams will be required to retake the exam.

***Contestants in Entrepreneurship must complete the Entrepreneurship and Small Business (ESB) certification in the Certiport Certification Lab on Thursday, May 7 between 1 p.m. and 5 p.m. CT.

****Contestants who have previously certified in the TestOut Linux Pro or Certmaster Learn Linux+ exam may share their passing test scores with the competition staff by logging into their TestOut or CompTIA account and sharing the previously earned score during their scheduled testing time at NLC.

Discounted Passes for Open Certification Labs

Student members and advisors have access to dozens of valuable industry certification exams during the conference. In partnership with Certiport and YouScience, one- and three-day certification lab passes are available at discounted prices.

Passes, which can be used at either lab, are unlimited and seats are available on first-come, first-served basis.

Open Certification Lab Hours¹

- Thursday, May 7 • 1-5 p.m. CT
- Friday, May 8 • 1-6 p.m. CT
- Saturday, May 9 • 8 a.m.-12 p.m. CT

¹Last exam begins one hour before the lab closes.

CERTIFICATION LAB PASSES		
Pass	Pre-purchased with registration	Purchased on-site in Nashville
1-Day	\$10	\$15
3-Day	\$20	\$25

Certiport Note: All participants planning to take a Certiport exam (whether required as part of a competitive event or during open lab hours) must register at www.certiport.com before attending NLC.

Students must include their BPA member ID in their Certiport profile when they register online. Students must also complete the Parent/Legal Guardian Consent form found on page 77 of this guide.



National Showcase Business Panel

Saturday, May 9 • 9-10 a.m. CT

Kick off your Saturday with real-world insight from business leaders representing diverse industries. In this interactive discussion, panelists will share lessons from their education and career journeys, highlight emerging workforce trends, and offer practical advice you can apply immediately.

Bring your questions—this is your opportunity to hear directly from distinguished professionals about what it takes to succeed in today's evolving business landscape.

The Business Panel immediately precedes the Virtual Events National Showcase.

National Showcase competitors are required to attend.



National Showcase

Saturday, May 9 • 10 a.m.-12:30 p.m. CT

The National Showcase is where innovation takes center stage. After months of preparation, the top 10 finalists in each National Virtual Event will present their work and compete for audience-selected Best in Show honors—an award chosen by you and separate from official competition rankings.

Explore cutting-edge projects, meet the creators behind them, and see firsthand the talent shaping the future of business, technology, and design. This is your chance to experience the creativity, strategy, and technical skill that define BPA excellence.

Competitions include 2D animation, cybersecurity, digital portfolio design, esports, ethics, financial portfolio management, photography, social media marketing, software engineering, start-up enterprise, virtual multimedia and promotion, virtual branding, and web and mobile applications.



New skills. New certifications. New opportunities.



Earning a certification isn't just a milestone—it's a catalyst for growth. It unlocks career opportunities and builds confidence to take on what's next. With Certiport's newest certifications, you can stay ahead in emerging technologies and prove you have the skills employers demand.



Adobe Certified Professional in Product & Experience Design with AI Using Adobe Firefly

Showcase knowledge of Adobe Firefly, the all-in-one studio for ideation, creation, and production with industry-leading and commercially safe AI models.



Autodesk Tinkercad 3D Design

Autodesk Tinkercad 3D Design is your entry point into Autodesk certifications. This exam validates foundational skills on the Autodesk Tinkercad software to prepare students with essential concepts and principles for 3D Design.



Microsoft Office Specialist Excel for Accounting

This certification validates your Excel skills to manage financial data, perform calculations, and generate reports. Aligned to GAAP, it is ideal for bookkeeping, auditing, and entry-level accounting roles.

Microsoft Office Specialist Excel for Business Finance

This certification validates your Microsoft Excel skills to analyze and forecast financial data, perform calculations, and create reports—ideal for finance-focused roles.



WordPress by Knowledge Pillars

Certiport and Knowledge Pillars have partnered to offer hands-on certification and assessment platforms for web-development professionals, educators, and students.

Certification impact on candidate careers

82%

gained confidence to explore and pursue new job opportunities.

63%

received or expected a job promotion after certification.

32%

received salary increases.

Ready to unlock skills?

Explore these certifications at www.certiport.com.

Competitive Events

Frequently Asked Questions

Q: Can students access the Internet during a non-judged event?

A: *For all non-judged events, students are prohibited from accessing the Internet unless specifically instructed to do so. Failure to comply with this rule may result in disqualification.*

Q: Can students access the Internet during a judged event?

A: *Internet access will not be provided in any judged event preparation room. However, competitors can access the Internet during presentations if they bring and connect to their own hotspot.*

Q: Are orientation and wrap-up times included in the time allowed for competitions?

A: *No. The setup and orientation time prior and the wrap-up time after is excluded from the competition time listed in the WSAP guidelines.*

Q: For tests that have a required certification component, when should the students take it?

A: *All required certification tests are taken at the same time as the scheduled competition block. If a competitor leaves the computer lab without taking the certification component, they will not be allowed back in to complete it. For Entrepreneurship (PS/S), competitors will receive a ticket to enter the Certiport certification lab to complete their certification.*

Q: Do students have to pay to take a certification?

A: *Competitors in events with required industry certifications do not have to pay for the certification attempt. If students would like to take a certification exam that is not a requirement of the event, YouScience and Certiport offer exams that can be purchased as a one-day or three-day pass at NLC. Passes can be purchased during NLC registration.*

Q: What reference materials are allowed in the competition room during an event?

A: *Students will need to refer to the specific event in the WSAP under the method of evaluation section to determine if reference materials are allowed. Reference materials may include published (textbooks, journals, etc.) or unpublished (handwritten notes and summary pages) materials, but do not include electronic mediums such as a source code, searchable text. The use of any previous BPA tests (including objective questions) will result in disqualification.*

Q: What type of software will be available for students to use for events such as fundamental desktop publishing and advanced desktop publishing?

A: *The software will be supplied according to the specifications outlined in the WSAP guidelines, and Windows-based laptops will be furnished. Students are allowed to bring MAC computers if they prefer. **In the case of additional software requirements, such as Adobe, students must either bring their own device or utilize their pre-purchased Adobe license on their personal account.** Students are permitted to use printers only under specific direction.*

Q: What IDE's are provided for the programming events?

A:

- C# Programming 330: Visual Studio, Visual Studio Code
- C++ Programming 335: Visual Studio, Visual Studio Code, DevC++, Codeblocks
- Java Programming 340: IntelliJ, Eclipse, NetBeans, BlueJ
- Python Programming 355: IDLE, Visual Studio, Visual Studio Code, PyCharm

Competitive Events

Frequently Asked Questions (continued)

Q: Can students use AI during computer lab based events?

A: For all non-judged events, students are prohibited from using AI unless specifically instructed to do so. Failure to comply with this rule may result in disqualification.

Q: What type of accommodation can be made for students with special circumstances?

A: Students requiring testing accommodations should be entered at the time of NLC registration in the special needs and accommodations field per student.

Q: How many events can students participate in at NLC?

A: Postsecondary student members can compete in a total of three events, including a single team event. Middle and Secondary student members may participate in a total of two events, only one of which may be a team event. Additionally, a student member from any division may compete in any of the open competitive events within the time constraints of the conference program.

Q: If a team has a member who does not present in a preliminary event, does the team get docked 10 points?

A: Per presentation the team would lose 10 points if at least two members of the team are not present. If a single member is absent, but two members are still present, no points will be lost. Special circumstances will be considered on a case-by-case basis.

Q: My student has a potential conflict with another WSAP event. How will this be resolved?

A: After registration closes on April 1, BPA will generate all competitive event schedules and resolve any conflicts that are created between the competitive events. Conflicts will be resolved only between two competitive events for executive council duties, executive council candidate duties, or for voting delegate duties. Conflicts with tours or other NLC events will not be resolved.

Q: What events will be offered in full or partial fillable pdf?

A: The following events will be offered via fillable pdf format:

- 100 Fundamental Accounting
- 110 Advanced Accounting
- 125 Payroll Accounting
- 145 Banking & Finance
- 600 Medical Coding
- 900 Financial Literacy
- 105 College Accounting
- 115 Advanced College Accounting
- 135 Managerial Accounting
- 165 Personal Financial Management
- 605 Health Insurance & Medical Billing

Q: What events will have paper copies provided?

A: The following events will have a paper copy of the test provided:

- 200 Fundamental WP
- 210 Advanced WP
- 220 Basic Office Systems
- 230 Fund. Spreadsheet App
- 240 Database App
- 255 Admin Support Team
- 335 C++ Programming
- 355 Python Programming
- 405 Advanced Desktop Publishing
- 610 Health Administration Procedure
- 930 Spreadsheet Applications
- 205 Intermediate WP
- 215 Integrated Office Apps
- 225 Advanced Office Systems
- 235 Advanced Spreadsheet App
- 245 Legal Office Apps
- 330 C# Programming
- 340 Java Programming
- 400 Fundamental Desktop Publishing
- 415 Fundamentals of Web Design
- 915 Administrative Support Team
- 925 Word Processing

EXPLORE NASHVILLE

Optional tours available during free time throughout the conference

Tour Registration

- Priority will be given to those who register for tours in advance.
- As you register in the online registration system, select the tours in which you and your students want to participate.
- Tour costs will be added to your invoice total.

Attending Tours

- Tour participants must arrive and depart as a group. Individual ticket admission is not eligible.
- If transportation is not provided, it will be indicated in the tour description. Participants must find their own transportation.
- All tours with provided transportation will depart from the Gaylord Opryland Resort. If staying at a secondary conference hotel, you must first transfer to the Gaylord Opryland Resort to then board the tour bus.
- When selecting tours for your Nashville arrival day, allow plenty of time for possible flight delays or delays in ground transportation to the hotel.
- Assembly times for scheduled tours are 15 minutes before scheduled departure times. Tours will depart at the scheduled time.
- Advisors/chaperones are required to accompany their students on tours (does not apply to postsecondary members). If a student is not accompanied by their advisor/chaperone, they will be denied admittance on the tour and refunds will not be given.
- No refunds will be given due to late arrival at the conference as monies have to be paid in advance to tour providers.
- BPA is not responsible for your return transportation if you are not on the bus at the departure time.
- Participants who delay the departure for the return trip more than 15 minutes will be charged \$50 per person for every 15 minutes delayed.
- Tours are subject to change.
- Refunds are not given for an optional or last-minute change on the part of an attendee.
- No refunds are given due to inclement weather.

- All prices are based on a minimum number of participants. If the minimum number of participants do not sign up for a tour, the tour may be canceled.
- Some tours can accommodate a maximum number of participants. These tours will be filled on a first-come, first-served basis.
- If a tour is filled or canceled, you may exchange the ticket for another of equal value or receive a refund.
- Some tours may require the submission of the ACCESS Assumption of Risk and Release of Liability Agreement waiver located at the back of this document. This requirement will be indicated under the respective tour description. Participants who do not submit a signed waiver at the beginning of the tour will be denied admittance and refunds will not be given.

Tour Desk

Gaylord Opryland Convention Center
Delta Ballroom Registration Desk C
(Convention Center Level Two)

Wednesday, May 6 • 7 a.m.–7 p.m. CT
Thursday, May 7 • 7 a.m.–5 p.m. CT
Friday, May 8 • 8 a.m.–5 p.m. CT
Saturday, May 9 • 8 a.m.–12 p.m. CT

- All tour tickets must be picked up at the Tour Desk by the advisor or chaperone. Tickets will not be released to individual students.
- You can purchase tickets for tours with available space at the Tour Desk on-site.



Tours & Experiences on the Gaylord Resort Campus (Transportation Not Provided)

General Jackson Showboat Midday Cruise • \$75

Step aboard the iconic General Jackson Showboat for Nashville LIVE!, a spectacular midday lunch cruise that celebrates the soul of Music City. Cruise along the Cumberland River while enjoying a high-energy production spanning 75 years of country music, from legends like Johnny Cash and Patsy Cline to today's stars such as Chris Stapleton and Lainey Wilson. Performed by an electrifying 8-piece showband with fiddle, guitar, piano, and mandolin, this unforgettable experience pairs authentic Nashville sound with dazzling costumes, cutting-edge multimedia, and a multi-level stage—all complemented by a delicious Southern-style meal.

What's included:

- 2.5-hour scenic river cruise on the Cumberland River
- Live Nashville LIVE! country music show
- Southern-style lunch
- Reserved table seating (table shared; seats first come at table)

Transportation: Transportation is not provided. The General Jackson Showboat is located on the Gaylord Opryland Resort property and is easily walkable from conference hotels or accessible via the resort shuttle system.

Day and Time: Boarding begins at 11:15 a.m. each day

- Wednesday, May 6 · 12-2:30 p.m. CT
- Friday, May 8 · 12-2:30 p.m. CT
- Saturday, May 9 · 12-2:30 p.m. CT

Note: Tickets are non-refundable. Children 3 and under are free with a paid adult but must still have a ticket. Please allow extra time for arrival, parking, and required bag checks prior to boarding.



Grand Ole Opry Country Classics Concert • \$80

Experience the timeless heart of country music at the legendary Grand Ole Opry with the Opry Country Classics concert. This special evening show brings together a celebrity host, spotlight artists, and celebrated guests for a nostalgic journey through the songs that defined country music. Contemporary performers join country legends to deliver unforgettable classics made famous by icons like Johnny Cash, Patsy Cline, and Alan Jackson—all from the true home of country music and broadcast live on WSM Radio. It's an authentic Nashville night that celebrates the music that made you fall in love with country.

What's included:

- Lower-level ticket to the Opry Country Classics concert
- Live performances by spotlight artists and special guests

Transportation: Transportation is not provided. The Grand Ole Opry is located on the Gaylord Opryland Resort property and is easily walkable from conference hotels or accessible via the resort shuttle system.

Day and Time: Thursday, May 7 • 7-9:30 p.m. CT *Doors open at 6 p.m.

Note: BPA will make every effort to seat groups together; however, groups may be split into no more than two seating sections if necessary.

Daytime Backstage Tour of the Grand Ole Opry • \$42

Take it all in: the sights, the sounds, and the stories that only happen backstage. Come on over, hang out behind the scenes, and let us welcome you to get closer to the stars and legends that make music history every week, Live on the Opry. There's simply nothing else like it.

What's included:

- Private backstage tour of the Grand Ole Opry
- Insider stories and behind-the-scenes access

Transportation: Transportation is not provided. The Grand Ole Opry is located on the Gaylord Opryland Resort property and is easily walkable from conference hotels or accessible via the resort shuttle system.

Days and Times: May 7, May 8, or May 9

- 11 a.m. CT or 2 p.m. CT on each of the three days

Grand Ole Opry Country Classics Concert + Private Post-Concert Backstage Tour of the Grand Ole Opry • \$120

Extend your evening with an exclusive behind-the-scenes experience at the Grand Ole Opry. After the final curtain call, step backstage and take it all in—the sights, the sounds, and the stories that only happen beyond the spotlight. Get closer to the stars and legends who make music history every week, Live on the Opry, as you explore areas rarely seen by the public. From iconic backstage spaces to insider stories, this intimate tour offers a rare glimpse into the magic that makes the Opry unlike anywhere else.

What's included:

- Lower-level ticket to the Opry Country Classics concert
- Private post-concert backstage tour of the Grand Ole Opry
- Insider stories and behind-the-scenes access

Transportation: Transportation is not provided. The Grand Ole Opry is located on the Gaylord Opryland Resort property and is easily walkable from conference hotels or accessible via the resort shuttle system.

Day and Time: Thursday, May 7

- Concert: 7-9:30 p.m. CT
- Backstage Tour: Begins at 9:30 p.m. CT and lasts approximately one hour

Note: Backstage tour begins immediately following the concert and is available only when purchased as part of the combined package.



Tours & Experiences in Downtown Nashville (Optional shuttle service provided)

Many of our Nashville tours and attractions are located close together in the downtown area, making it easy to explore multiple experiences in one trip. To provide greater flexibility and help keep costs affordable, BPA is offering two separate purchase options for downtown tours.

Attendees may choose to:

- Purchase individual tour tickets for specific downtown attractions, and/or
- Purchase an optional downtown shuttle pass, which provides round-trip transportation between Gaylord Opryland and downtown Nashville.

This approach allows attendees to build their own schedules, visit nearby experiences at their own pace, and only pay for the tours and transportation options they plan to use.

Downtown Shuttle Service • \$50

Shuttle Times:

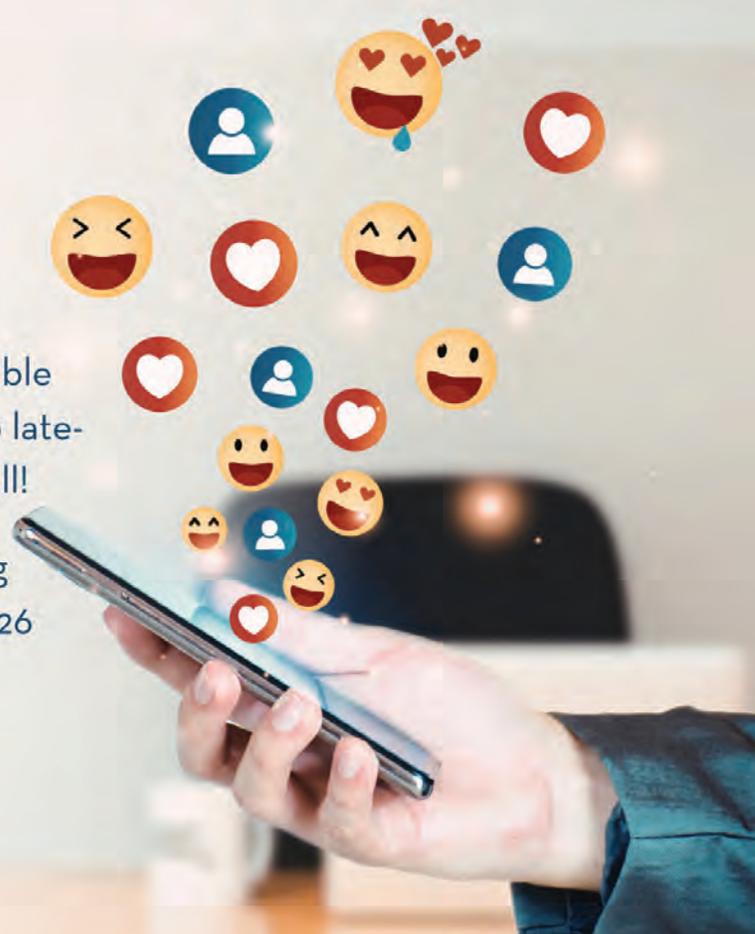
- May 7 from 9 a.m. to 7 p.m. CT
- May 8 from 8 a.m. to 5 p.m. CT
- May 9 from 8 a.m. to 3 p.m. CT



SHARE YOUR CONFERENCE EXPERIENCE!

The best part of #BPANLC2026? The unforgettable moments YOU create! From competition wins to late-night laughs with new friends, we want to see it all!

Snap a pic, share your favorite memories, and tag @BPAconnect! Don't forget to use #BPANLC2026 #NLC2026 #AmplifyYourImpact





Country Music Hall of Fame • \$30

Discover the heart of Music City with self-guided admission to the iconic Country Music Hall of Fame & Museum. Explore world-class exhibits celebrating the legends, songs, and stories that shaped country music, from its roots to today’s chart-toppers. With all-day access during museum hours, guests are free to arrive at their convenience, tour at their own pace, and come and go throughout the day—most visitors spend about 90 minutes to two hours soaking it all in.

What’s included:

- Self-guided admission to the Country Music Hall of Fame & Museum

Transportation: Transportation is not included. Attendees may book transportation through the conference shuttle to downtown Nashville.

Days and Time: Tickets available May 7, 8, or 9. Museum open daily from 9 a.m.–5 p.m. CT. Tours are self-guided with no set start time.

Note: We recommend allowing at least 90 minutes to fully enjoy the experience.

Country Music Hall of Fame + Hatch Show Print • \$50

Enhance your visit to the Country Music Hall of Fame & Museum with a stop at the legendary Hatch Show Print, one of the country’s oldest working letterpress print shops. This experience combines self-guided museum admission with time to explore Hatch Show Print’s historic workspace and gallery, where bold, iconic posters are still created using traditional wood type and presses. Guests can watch artisans at work, learn about the shop’s influence on American music and design, and browse unique prints and souvenirs—making this a perfect blend of music history and visual art.

What’s included:

- Self-guided admission to the Country Music Hall of Fame & Museum
- Visit to Hatch Show Print and retail gallery

Transportation: Transportation is not included. Attendees may book transportation through the conference shuttle to downtown Nashville.

Hatch Show Print Tour Days and Times:

- Thursday, May 7 • 4-5 p.m. CT
- Friday, May 8 • 9-10 a.m. CT
- Friday, May 8 • 4-5 p.m. CT
- Saturday, May 9 • 9-10 a.m. CT

**Museum open daily from 9 a.m.–5 p.m. Museum tours are self-guided with no set start time.*



Country Music Hall of Fame + RCA Studio B • \$50

Step inside Nashville’s most legendary recording room with a guided, one-hour tour of historic RCA Studio B—the oldest active recording studio in the city and the only historic studio open for tours. From 1957-1977, Studio B produced more than 35,000 recordings, including countless chart-topping hits. Walk the same floor where Elvis Presley recorded more songs than anywhere else, and where Dolly Parton created career-defining classics like Coat of Many Colors and Jolene. This experience also includes self-guided admission to the Country Music Hall of Fame & Museum for a deeper dive into country music history.

What’s included:

- One-hour guided tour of RCA Studio B
- Self-guided admission to the Country Music Hall of Fame & Museum

Transportation: Transportation is not provided. Guests may take the downtown shuttle offered by BPA for an additional fee that will stop within walking distance of the Country Music Hall of Fame. Guests are responsible for their travel between the Country Music Hall of Fame and RCA Studio B (approximately 2 miles).

Studio B Tour Days and Time:

- Thursday, May 7 • 9:30-10:30 a.m. CT
- Thursday, May 7 • 4:30-5:30 p.m. CT
- Friday, May 8 • 9-10 a.m. CT

**Museum open daily from 9:00 AM-5:00 PM. Museum tours are self-guided with no set start time.*

Country Music Hall of Fame + Stories Behind the Songs • \$70

Go beyond the exhibits with an intimate, one-hour program at the Country Music Hall of Fame & Museum hosted by a hit-making Nashville songwriter. This engaging experience offers a behind-the-scenes look at the songwriting process, as your host shares stories from their career, performs songs they’ve written for top country artists, and answers audience questions. You’ll gain rare insight into how a song evolves from an initial idea into a chart-topping hit—then enjoy a Meet & Greet with the songwriter to wrap up this unforgettable Music City moment. Self-guided museum admission is included.

What’s included:

- One-hour “Stories Behind the Songs” program with a Nashville-based hit songwriter
- Live song performances and Q&A
- Meet & Greet with the songwriter
- Self-guided admission to the Country Music Hall of Fame & Museum

Transportation: Transportation is not included. Attendees may book transportation through the conference shuttle to downtown Nashville.

Stories Behind the Songs Tour Days and Times:

- Thursday, May 7 • 2-3 p.m. CT
- Friday, May 8 • 2-3 p.m. CT

**Museum open daily from 9:00 AM-5:00 PM. Museum tours are self-guided with no set start time.*

Goo Goo Clusters Candy Making Experience • \$35

Step away from the conference and into Nashville's sweetest hands-on class. During this private Goo Goo Experience, you'll craft your own custom Premium Goo Goo, sample a curated selection of chocolates, and discover the 114-year history behind one of America's most iconic candy brands. Go beyond the tasting table as we share the marketing evolution that has kept Goo Goo relevant for more than a century. Reserved exclusively for conference attendees, these large-group sessions offer a delicious blend of creativity, storytelling, and brand inspiration.

What's included:

- Tasting + Insider look at the history of Nashville's official candy bar
- Hands-on candy making
- Behind-the-scenes perspective on how the business operates, including insights from the team that brings the brand to life

Transportation: Transportation is not included. Attendees may book transportation through the conference shuttle to downtown Nashville.

Days and Time:

- Friday, May 8 • 8:30-10 a.m. CT
- Friday, May 8 • 10:30 a.m.-12 p.m. CT
- Saturday, May 9 • 8:30-10 a.m. CT
- Saturday, May 9 • 10:30 a.m.-12 p.m. CT

Allergy Info: Please note that our facility contains nut, dairy, wheat, and soy products. Participants are not required to handle anything they could be allergic to, contact with these potential allergens is possible.



Ryman Auditorium Self-Guided Tour • \$35

Step inside one of Nashville’s most legendary music landmarks and explore at your own pace with a self-guided tour of the iconic Ryman Auditorium. Discover the all-new Opry 100 exhibit featuring exclusive memorabilia from music legends like Patsy Cline, Johnny Cash, and Dolly Parton, then immerse yourself in over 20 exhibits celebrating the performers who shaped American music. Highlights include access to Rock Hall at the Ryman in collaboration with the Rock & Roll Hall of Fame, the immersive “Soul of Nashville” theater experience, a striking new Martin Guitar wall, and a once-in-a-lifetime souvenir photo taken right on the historic Ryman stage.

What’s included:

- Entry to the all-new Opry 100 exhibit with exclusive memorabilia
- Access to more than 20 permanent and rotating exhibits
- Admission to Rock Hall at the Ryman
- Immersive “Soul of Nashville” theater experience
- Souvenir photo on the Ryman stage
- Viewing of the brand-new Martin Guitar wall

Transportation: Transportation is not included. Attendees may book transportation through the conference shuttle to downtown Nashville.

Days and Time: Tickets available May 7, 8, or 9. Museum open daily from 9 a.m.–4 p.m. CT. Tours are self-guided with no set start time.

Note: We recommend allowing at least one hour to fully enjoy the experience.



Tours & Experiences Inclusive of Transportation

Adventure Science Center Experience • \$110

Guests will explore Nashville's hands-on science museum featuring interactive exhibits, innovative technology, and immersive learning zones. From space and robotics to the human body and natural wonders, the Adventure Science Center brings science to life in a fun and approachable way – perfect for engaging groups through curiosity and play.

What's included:

- Entrance into the Adventure Science Center

Transportation: Roundtrip transportation is provided.

Day and Time: Thursday, May 7 • 12–5 p.m. CT



Downtown Trolley Tour • \$120

Although the downtown area may feel small, Nashville is packed with sights to see! The Old Town Trolley is without a doubt the best way to see all of Music City while immersing yourself in the fascinating history of the city's past and present. Guests will board the trolley and tour around the city to see all the highlights. Since the tour is private, the experience can truly be customized based on the interests of the group! This tour is certainly the best way to see the most that Music City has to offer, all from the convenience of an old time trolley.

What's included:

- Two hour guided tour of Music City

Transportation: Roundtrip transportation is provided from the Gaylord Opryland

Day and Time: Thursday, May 7 • 1–3 p.m. CT



Create-It Studios Business

Experience • \$40

Dive into the world of creative technology with a four-hour immersive experience at Createlt Studios. This dynamic program combines a guided tour of the studios with hands-on access to professional-grade equipment used for music production, podcasting, video editing, and digital media creation. Participants will also take part in an interactive business case study centered on a real-world music festival scenario, challenging teams to think strategically, collaborate creatively, and apply business concepts in a fast-paced, engaging environment.

What's included:

- Guided tour of Create-It Studios
- Hands-on creative sessions using studio equipment
- Interactive business proposal challenge with prizes
- Pizza lunch

Transportation: Roundtrip transportation is provided.

Days and Time:

- Thursday, May 7 • 10 a.m.–4 p.m. CT
- Friday, May 8 • 10 a.m.–4 p.m. CT



Ultimate Nashville Sports Tour • \$175

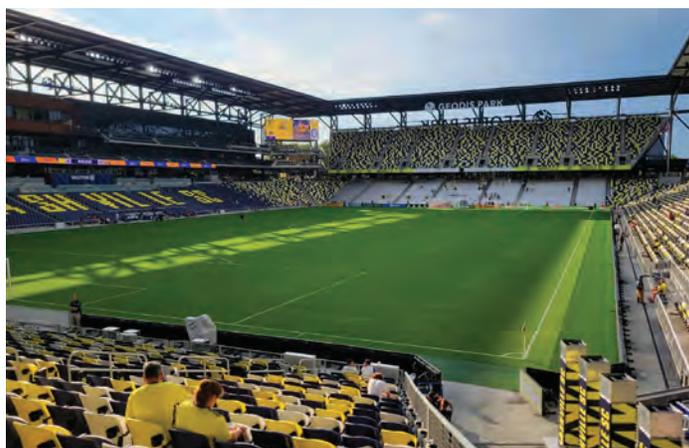
Get an insider's look at Nashville's biggest sports and entertainment stages. Guests will explore Nissan Stadium, home of the Tennessee Titans; Bridgestone Arena, home of the Nashville Predators; and GEODIS Park, Nashville's state-of-the-art soccer venue. Along the way, your guide will share stories behind these iconic spaces, the teams who play there, and the major events that have shaped Music City's sporting scene. Perfect for sports fans and curious travelers alike, this experience offers a unique perspective on the venues that keep Nashville cheering year-round.

What's included:

- Tour of Nissan Stadium, home of the Tennessee Titans (NFL)
- Tour of Bridgestone Arena, home of the Nashville Predators (NHL)
- Tour of Geodis Park, home of the Nashville SC (MLS) and the 2028 Olympic Soccer Tournament

Transportation: Roundtrip transportation is provided.

Day and Time: Friday, May 8 • 1–4 p.m. CT



Additional Experiences of Interest

Looking to explore even more of Nashville on your own? In addition to BPA-organized experiences, there are plenty of student-friendly attractions near both Opryland and downtown that attendees may book independently. These options are ideal for free time, small groups, or evening outings and offer a mix of food, entertainment, and interactive fun—no formal scheduling required.

Recommended Downtown Experiences:

- **Assembly Food Hall** - A massive, multi-level food hall featuring dozens of local eateries, perfect for groups with diverse tastes.
- **Broadway** - Explore the energy of downtown Nashville with live music venues, restaurants, shops, and photo-worthy landmarks (daytime visits recommended for students).
- **Cumberland River Greenway** - A scenic option for walking and sightseeing near downtown attractions.
- **Johnny Cash Museum** - This museum offers a quick, immersive look at the music and legacy of Johnny Cash.
- **Musicians Hall of Fame** - This museum celebrates the talent behind the music by honoring and showcasing the instruments and stories of musicians from all genres, including the often-unsung session players who helped create iconic recordings.
- **Pinewood Social** - A popular social hub offering bowling, bocce, table games, coffee, and a full restaurant in a relaxed, trendy setting.

Recommended Opryland Area Experiences:

- **The Great Big Game Show** - A high-energy, interactive game show experience where teams compete in a live studio-style setting.
- **The Escape Game** - Immersive escape room challenges ideal for teamwork and problem-solving.
- **Opry Mills** - A large indoor mall with shopping, dining, and entertainment options, including movie theaters and group-friendly restaurants. All visitors under 18 must be accompanied at all times by a parent or adult, age 21 or older, after 3 p.m. on Fridays and Saturdays.

Note: These experiences are not organized or hosted by BPA. Availability, pricing, and age requirements vary by venue and should be confirmed directly with each location.

Visit Nashville

Discover Nashville like a local. Visit Music City has created a dedicated microsite for our members to help you plan the perfect trip—season by season. Explore can't-miss events, insider tips, and curated lists of the best things to see, do, eat, and experience in Music City. Whether you're planning ahead or deciding on the fly, this resource puts everything you need at your fingertips. Available in both print and digital formats.

Click here to plan your Nashville experience: <https://www.visitmusiccity.com/2026-national-leadership-conference>





don't miss out.

BPA NATIONAL
LEADERSHIP CONFERENCE
MAY 6-10, 2026

Nashville
MUSIC CITY

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TENTATIVE CONFERENCE SCHEDULE

A high-level look at conference activities and key events by day

All events for BPA's 2026 National Leadership Conference will be held at the Gaylord Opryland Resort and Convention Center in Nashville, TN.

TUESDAY, MAY 5

TUESDAY GENERAL EVENTS

12:00 p.m.–5:00 p.m.	NLC Leadership Academy Co-Facilitator Orientation <i>*By Invitation Only</i>
3:00 p.m.–8:00 p.m.	Conference Headquarters
	Registration/Information Desk
	Finance Desk
5:00 p.m.–6:00 p.m.	Student Volunteer Orientation
5:00 p.m.–7:00 p.m.	Competitive Events Headquarters
Midnight	Curfew (Secondary & Middle Level)

WEDNESDAY, MAY 6

WEDNESDAY GENERAL EVENTS

7:00 a.m.–7:00 p.m.	Registration/Information Desk
	Finance Desk
	Tour Desk
8:00 a.m. - 4:00 p.m.	NLC Leadership Academy
9:00 a.m.–4:00 p.m.	Student Volunteer Desk
9:00 a.m.–7:00 p.m.	Conference Headquarters
9:00 a.m.–10:00 a.m.	Administrator/Proctor/Grader Orientation
10:00 a.m.–5:00 p.m.	BPA Mall
10:00 a.m.–7:00 p.m.	Competitive Events Headquarters
3:00 p.m.–4:00 p.m.	Candidate/Head Voting Delegate/Voting Delegate Briefing Meeting <i>All candidates & head voting delegates are required to attend. General Voting Delegates are invited to attend, but not required.</i>
4:00 p.m.–4:30 p.m.	Candidate Rehearsal
4:00 p.m.–5:00 p.m.	Administrator/Proctor/Grader Orientation <i>Preliminary round APGs</i>
	Student Volunteer Orientation
4:30 p.m.–5:30 p.m.	SAAC Meeting
5:00 p.m.–6:00 p.m.	CEAC Meeting
5:30 p.m.–6:30 p.m.	Parade of Flags Rehearsal <i>State representatives must attend</i>
6:30 p.m.–7:30 p.m.	State Meetings <i>*Some states may elect to host meetings at another time.</i>
8:30 p.m.–10:00 p.m.	Opening General Session
10:00 p.m.–11:00 p.m.	BPA Live!

10:30 p.m.–11:30 p.m.	State Meetings (If Necessary)
Midnight	Curfew (Secondary & Middle Level)

WEDNESDAY COMPETITIVE EVENTS

12:00 p.m.–5:00 p.m. (Last exam administered at 4:30 p.m.)	WSAP Open Events Lab Administrative Support Concepts (S/PS) BPA Merit Scholar (open to all attendees) Business Communication Skills Concepts (ML) Business Fundamentals Concepts (ML) Business Math Concepts (ML) Computer Literacy Concepts (ML) Computer Programming Concepts (S/PS) Digital Communications & Design Concepts (S/PS) Digital Marketing Concepts (S/PS) Financial Math & Analysis Concepts (S/PS) Health Administration Concepts (S/PS) Information Technology Concepts (S/PS) Management, Marketing, and Human Resources Concepts (S/PS) Meeting & Event Planning Concepts (S/PS) Parliamentary Procedure Concepts (S/PS) Project Management Concepts (PS)
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THURSDAY, MAY 7

THURSDAY GENERAL EVENTS

6:30 a.m.–6:00 p.m.	Competitive Events Headquarters
7:00 a.m.–8:00 a.m.	Competitive Event Judge's Orientation <i>*Ticket Required</i> <i>(Judged Event Administrators are permitted to attend Orientation)</i>
7:00 a.m.–5:00 p.m.	Registration/Information Desk
	Finance Desk
	Tour Desk
8:00 a.m.–9:00 a.m.	Student Volunteer Orientation
8:00 a.m.–5:00 p.m.	Conference Headquarters
8:00 a.m.–5:00 p.m.	Advisor Professional Learning Workshops
	Leadership Passport Workshops
9:00 a.m.–10:00 a.m.	AICPA Advisor Breakfast <i>*Ticket Required.</i>
9:00 a.m.–4:00 p.m.	Student Volunteer Desk
9:00 a.m.–5:00 p.m.	BPA Mall
	NLC Exhibitor Showcase
9:00 a.m.–6:00 p.m.	Grading Room

9:30 a.m.-10:30 a.m.	Administrator/Proctor/Grader Orientation <i>Preliminary and Final Rounds APGs</i>
10:00 a.m.-11:00 a.m.	Keynote Presentation - Empty Your Backpack: Small Actions, Big Impact
11:00 a.m.-12:00 p.m.	Advisor Roundtables
12:00 p.m.-1:00 p.m.	Competitive Event Judge's Orientation <i>*Ticket Required</i> <i>(Judged Event Administrators are permitted to attend Orientation)</i>
1:00 p.m.-5:00 p.m. (Last exam at 4:00 p.m.)	Certiport Open Certification Lab
1:00 p.m.-5:00 p.m. (Last exam at 4:00 p.m.)	YouScience Open Certification Lab
2:30 p.m.-3:30 p.m.	Student Volunteer Orientation
3:00 p.m.-4:00 p.m.	Secondary & Postsecondary Division Campaign Rally Set-Up
4:00 p.m.-5:00 p.m.	Administrator/Proctor/Grader Orientation <i>Finals Round APGs</i>
	Secondary Division Business Meeting
After Business Mtg	Secondary Division Campaign Rally
5:30 p.m.-6:30 p.m.	Postsecondary Division Business Meeting
After Business Mtg	Postsecondary Division Campaign Rally
7:00 p.m.-10:00 p.m.	Postsecondary Division State Caucuses
	Secondary State Caucuses
Midnight	Curfew (Secondary & Middle Level)
THURSDAY COMPETITIVE EVENTS	
7:00 a.m.-10:00 a.m.	Device Configuration & Troubleshooting (S/PS)
	Fundamentals of Web Design (S/PS)
7:00 a.m.-12:00 p.m. (Last exam at 11:30 a.m.)	WSAP Open Events Lab Administrative Support Concepts (S/PS) BPA Merit Scholar (open to all attendees) Business Communication Skills Concepts (ML) Business Fundamentals Concepts (ML) Business Math Concepts (ML) Computer Literacy Concepts (ML) Computer Programming Concepts (S/PS) Digital Communications & Design Concepts (S/PS) Digital Marketing Concepts (S/PS) Financial Math & Analysis Concepts (S/PS) Health Administration Concepts (S/PS) Information Technology Concepts (S/PS) Management, Marketing, and Human Resources Concepts (S/PS) Meeting & Event Planning Concepts (S/PS) Parliamentary Procedure Concepts (S/PS) Project Management Concepts (PS)
7:30 a.m.-9:30 a.m.	Administrative Support Team (S)
8:00 a.m.-10:00 a.m.	Advanced College Accounting (PS)
	College Accounting (PS)
8:30 a.m.-12:30 p.m.	Administrative Support Research Project (S)
	Computer Modeling (S)
	Contemporary Issues (PS)

	Digital Media Production (PS)
	Digital Media Production (S)
	Economic Research Team (S)
	Ethics & Professionalism (S)
	Extemporaneous Speech (ML)
	Extemporaneous Speech (S)
	Financial Analyst Team (PS)
	Financial Analyst Team (S)
	Human Resource Exploration (ML)
	Human Resource Management (PS)
	Human Resource Management (S)
	Interview Skills (PS)
	Interview Skills (S)
	Parliamentary Procedure Team (S)
	Presentation Individual (PS)
	Presentation Individual (S)
	Presentation Team (ML)
	Presentation Team (PS)
	Presentation Team (S)
	Small Business Management Team (S)
	Video Production Team (ML)
	Video Production Team (PS)
	Video Production Team (S)
10:30 a.m.-12:30 p.m.	Advanced Accounting (S)
	C++ Programming (S/PS)
10:30 a.m.-1:30 p.m.	Advanced Word Processing (S/PS)
	Digital Citizenship (ML)
	Linux Operating System Fundamentals (S/PS)
	Server Administration Using Microsoft (S/PS)
11:30 a.m.-12:30 p.m.	Banking & Finance
1:30 p.m.-5:30 p.m.	Advanced Interview Skills (PS)
	Advanced Interview Skills (S)
	Broadcast News Production Team (PS)
	Broadcast News Production Team (S)
	Computer Animation Team (S)
	Digital Game Design Team (ML)
	Economic Research Individual (S)
	Entrepreneurship Exploration (ML)
	Entrepreneurship (PS)
	Entrepreneurship (S)
	Ethics & Professionalism (PS)
	Global Marketing Team (S)
	Graphic Design Promotion (ML)
1:30 p.m.-5:30 p.m.	Graphic Design Promotion (PS)
	Graphic Design Promotion (S)
	Health Research Presentation (PS)

	Health Research Presentation (S)
	Network Design Team (PS)
	Network Design Team (S)
	Prepared Speech (ML)
	Prepared Speech (PS)
	Prepared Speech (S)
	Podcast Production Team (PS)
	Podcast Production Team (S)
	Small Business Management Team (PS)
	User Experience Design Team (S)
	Visual Design Team (ML)
	Visual Design Team (PS)
	Visual Design Team (S)
	Website Design Team (ML)
	Website Design Team (PS)
	Website Design Team (S)
2:00 p.m.-5:00 p.m.	Administrative Support Team (ML)
	Computer Security (S/PS)
	C# Programming (S/PS)
	Integrated Office Applications (S/PS)
	Java Programming (S/PS)
3:00 p.m.-5:00 p.m.	Network Administration Using Cisco (S/PS)
5:30 p.m.-7:00 p.m.	Administrative Support Team (PS)
	Health Insurance & Medical Billing (S/PS)
	Managerial Accounting (PS)
	Parliamentary Procedure Team-Objective Event (S)
5:30 p.m.-8:30 p.m.	Advanced Spreadsheet Applications (S/PS)
	Computer Network Technology (S/PS)
	Database Applications (S/PS)
	Python Programming (S/PS)
FRIDAY, MAY 8	
FRIDAY GENERAL EVENTS	
8:00 a.m.-9:00 a.m.	Student Volunteer Orientation
8:00 a.m.-5:00 p.m.	Advisor Professional Learning Workshops
	Leadership Passport Workshops
8:00 a.m.-5:00 p.m.	Conference Headquarters
	Finance Desk
	Registration/Information Desk
	Tour Desk
8:00 a.m.-7:00 p.m.	Competitive Events Headquarters
9:00 a.m.-10:00 a.m.	Competitive Event Judge's Orientation <i>*Ticket Required (Judged Event Administrators are permitted to attend Orientation)</i>
9:00 a.m.-4:00 p.m.	Student Volunteer Desk

9:00 a.m.- 5:00 p.m.	BPA Mall
	NLC Exhibitor Showcase
9:00 a.m.-9:00 p.m.	Grading Room
9:30 a.m.-10:30 a.m.	Administrator/Proctor/Grader Orientation
10:00 a.m.-11:00 a.m.	G-W Publisher Focus Group for Advisors <i>*By invitation only</i>
	Keynote Presentation - Empty Your Backpack: Small Actions, Big Impact
12:00 p.m.-4:00 p.m.	Business World <i>*Pre-registration required</i>
2:00 p.m.-3:00 p.m.	Advisor Roundtables
1:00 p.m.-6:00 p.m. (Last exam at 5 p.m.)	Certiport Open Certification Lab
1:00 p.m.-6:00 p.m. (Last exam at 5 p.m.)	YouScience Open Certification Lab
3:00 p.m.-6:00 p.m.	BPA Acts of Service
5:00 p.m.-6:30 p.m.	National Honor Awards Ceremony
7:00 p.m.-8:00 p.m.	State Officers' Reception
7:00 p.m.-10:00 p.m.	Special Event
8:30 p.m.-9:00 p.m.	Rally for Special Olympics
Midnight	Curfew (Secondary & Middle Level)
FRIDAY COMPETITIVE EVENTS	
7:00 a.m.-10:00 a.m.	Intermediate Word Processing (S/PS)
	Fundamental Word Processing (S/PS)
7:00 a.m.-12:00 p.m. (Last exam at 11:30 a.m.)	WSAP Open Events Lab Administrative Support Concepts (S/PS) BPA Merit Scholar (open to all attendees) Business Communication Skills Concepts (ML) Business Fundamentals Concepts (ML) Business Math Concepts (ML) Computer Literacy Concepts (ML) Computer Programming Concepts (S/PS) Digital Communications & Design Concepts (S/PS) Digital Marketing Concepts (S/PS) Financial Math & Analysis Concepts (S/PS) Health Administration Concepts (S/PS) Information Technology Concepts (S/PS) Management, Marketing, and Human Resources Concepts (S/PS) Meeting & Event Planning Concepts (S/PS) Parliamentary Procedure Concepts (S/PS) Project Management Concepts (PS)
7:30 a.m.-9:30 a.m.	Fundamental Accounting (S)
	Personal Financial Management (S/PS)
8:00 a.m.-9:30 a.m.	Health Administration Procedures (S/PS)
8:00 a.m.-5:00 p.m.	Event Conflicts <i>Must first be resolved by Competitive Events Headquarters</i>
10:00 a.m.-11:00 a.m.	Fundamental Desktop Publishing (S/PS)
10:00 a.m.-12:00 p.m.	Basic Office Systems & Procedures (S/PS)
10:00 a.m.-1:00 p.m.	Broadcast News Production Team Finals (S) <i>Students complete projects 9:30 a.m.-1:00 p.m.</i>

	Video Production Team Finals (S/PS) <i>Students complete projects 9:30 a.m.-1:00 p.m.</i>
10:00 a.m.-3:30 p.m.	Contemporary Issues Finals (PS)
	Extemporaneous Speech Finals (ML)
	Extemporaneous Speech Finals (S)
	Financial Analyst Team Finals (S)
	Human Resource Management Finals (S)
	Network Design Team Finals (S)
	Parliamentary Procedure Team Finals (S)
	Small Business Management Team Finals (S)
10:30 a.m.-12:00 p.m.	Legal Office Procedures (S/PS)
	Spreadsheet Applications (ML)
10:30 a.m.-3:30 p.m.	Administrative Support Research Project Finals (S)
	Advanced Interview Skills Finals (S)
	Computer Animation Team Finals (S)
	Computer Modeling Finals (S)
	Digital Game Design Team (ML)
	Digital Media Production Finals (S)
	Economic Research Individual Finals (S)
	Economic Research Team Finals (S)
	Entrepreneurship Finals (S)
	Ethics & Professionalism Finals (S)
	Global Marketing Team Finals (S)
	Graphic Design Promotion Finals (ML)
	Graphic Design Promotion Finals (S)
	Health Research Presentation Finals (S)
	Human Resource Exploration (ML)
	Interview Skills Finals (PS)
	Interview Skills Finals (S)
	Podcast Production Team Finals (S)
	Prepared Speech Finals (ML)
	Prepared Speech Finals (S)
	Presentation Individual Finals (S)
	Presentation Team Finals (ML)
	Presentation Team Finals (S)
	User Experience Design Team Finals (S)
	Video Production Team Finals (ML)
	Visual Design Team - Finals (ML)
	Visual Design Team - Finals (S)
	Website Design Team Finals (ML)
	Website Design Team Finals (S)
12:30 p.m.-1:30 p.m.	Business Law & Ethics (S/PS)
12:30 p.m.-2:30 p.m.	Advanced Office Systems & Procedures (S/PS)
	Word Processing (ML)
12:30 p.m.-3:30 p.m.	Advanced Desktop Publishing (S/PS)
	Fundamental Spreadsheet Applications (S/PS)
3:00 p.m.-4:00 p.m.	Financial Literacy (ML)

	Medical Coding (S/PS)
3:00 p.m.-4:00 p.m.	MIS Event Finals - Section 1 <i>Computer Network Technology-Application Event (S/PS)</i> <i>Computer Security-Application Event (S/PS)</i> <i>Device Configuration & Troubleshooting-Application Event (S/PS)</i> <i>Linux Operating System Fundamentals-Application Event (S/PS)</i> <i>Network Administration Using Cisco-Application Event (S/PS)</i> <i>Server Administration Using Microsoft-Application Event (S/PS)</i>
3:00 p.m.-5:00 p.m.	Payroll Accounting (S/PS)
	SQL Database Fundamentals (S/PS)
4:30 p.m.-5:30 p.m.	MIS Event Finals - Section 2 <i>Computer Network Technology-Application Event (S/PS)</i> <i>Computer Security-Application Event (S/PS)</i> <i>Device Configuration & Troubleshooting-Application Event (S/PS)</i> <i>Linux Operating System Fundamentals-Application Event (S/PS)</i> <i>Network Administration Using Cisco-Application Event (S/PS)</i> <i>Server Administration Using Microsoft-Application Event (S/PS)</i>
6:00 p.m.-7:00 p.m.	MIS Event Finals - Section 3 <i>Computer Network Technology-Application Event (S/PS)</i> <i>Computer Security-Application Event (S/PS)</i> <i>Device Configuration & Troubleshooting-Application Event (S/PS)</i> <i>Linux Operating System Fundamentals-Application Event (S/PS)</i> <i>Network Administration Using Cisco-Application Event (S/PS)</i> <i>Server Administration Using Microsoft-Application Event (S/PS)</i>

SATURDAY, MAY 9

SATURDAY GENERAL EVENTS

6:00 a.m.-12:00 p.m.	Competitive Events Headquarters
7:30 a.m.-9:00 a.m.	BPA National Showcase Set-up
8:00 a.m.-12:00 p.m. (Last exam at 11:00 a.m.)	Certiport Open Certification Lab
8:00 a.m.-12:00 p.m. (Last exam at 11:00 a.m.)	YouScience Open Certification Lab
8:00 a.m.-12:00 p.m.	Conference Headquarters
	Finance Desk
	Tour Desk
	Registration/Information Desk
9:00 a.m.-10:00 a.m.	National Showcase Business Panel <i>All National Showcase competitors are required to attend</i>

9:00 a.m.-12:00 p.m.	Leadership Passport Certificate Pick-up
10:00 a.m.-12:00 p.m.	Ready to Launch: Chapter Leader Academy
	National Showcase Contest Review - <i>Drop in to review the event of your choice</i>
10:00 a.m.-12:30 p.m.	BPA National Showcase V01 Virtual Multimedia & Promotion Individual V02 Virtual Multimedia & Promotion Team V03 Software Engineering Team V04 Web Application Team V05 Mobile Applications V06 Promotional Photography V07 Cybersecurity - Digital Forensics V08 Start-up Enterprise Team V09 Financial Portfolio Management Team V10 Virtual Branding Team V11 2D Animation Team V12 Social Media Marketing Campaign Team V13 Esports Team - Pilot V14 Ethical Leadership & Decision Making Team V15 Virtual Interview & Digital Portfolio Design - Pilot
10:00 a.m.-9:00 p.m.	BPA Mall
12:30 p.m.-1:00 p.m.	National Showcase Best in Show Awards

2:00 p.m.-4:00 p.m.	Postsecondary Division Awards Session Finale <i>Awards will be presented in alphabetical order. Doors open at 1:30 p.m.</i>
5:00 p.m.-6:15 p.m.	Middle Level Divisions Awards Session Finale <i>Awards will be presented in alphabetical order. Doors open at 4:30 p.m.</i>
7:00 p.m.-9:00 p.m.	Secondary Divisions Awards Session Finale <i>Awards will be presented in alphabetical order. Doors open at 6:30 p.m.</i>
8:30 p.m.-11:30 p.m.	BPA Night at Dave & Buster's <i>*Tickets required.</i>
Midnight	Curfew (Secondary & Middle Level)
SUNDAY, MAY 10	
SUNDAY GENERAL EVENTS	
7:00 a.m.-11:00 a.m.	NLC Award Pick-up (final opportunity)
7:30 a.m.-8:30 a.m.	Board of Trustees Meeting
8:00 a.m.-9:00 a.m.	New Executive Council Orientation
9:00 a.m.-11:00 a.m.	Corporate Meeting
11:00 a.m.-12:00 p.m.	New Board of Trustees Meeting



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JOIN THE SOCIAL IMPACT LEADER OF TOMORROW CHALLENGE

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Gain **hands-on experience** in project planning, marketing, and teamwork, all while supporting a mission to **save the lives of pediatric cancer warriors**.

Top-performing teams will earn travel stipends to attend **BPA's 2027 National Leadership Conference in Denver, CO.**

LEARN MORE



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Learn more at nationalpcf.org/bpa or email **Jennifer Kenny** at JKenny@nationalpcf.org



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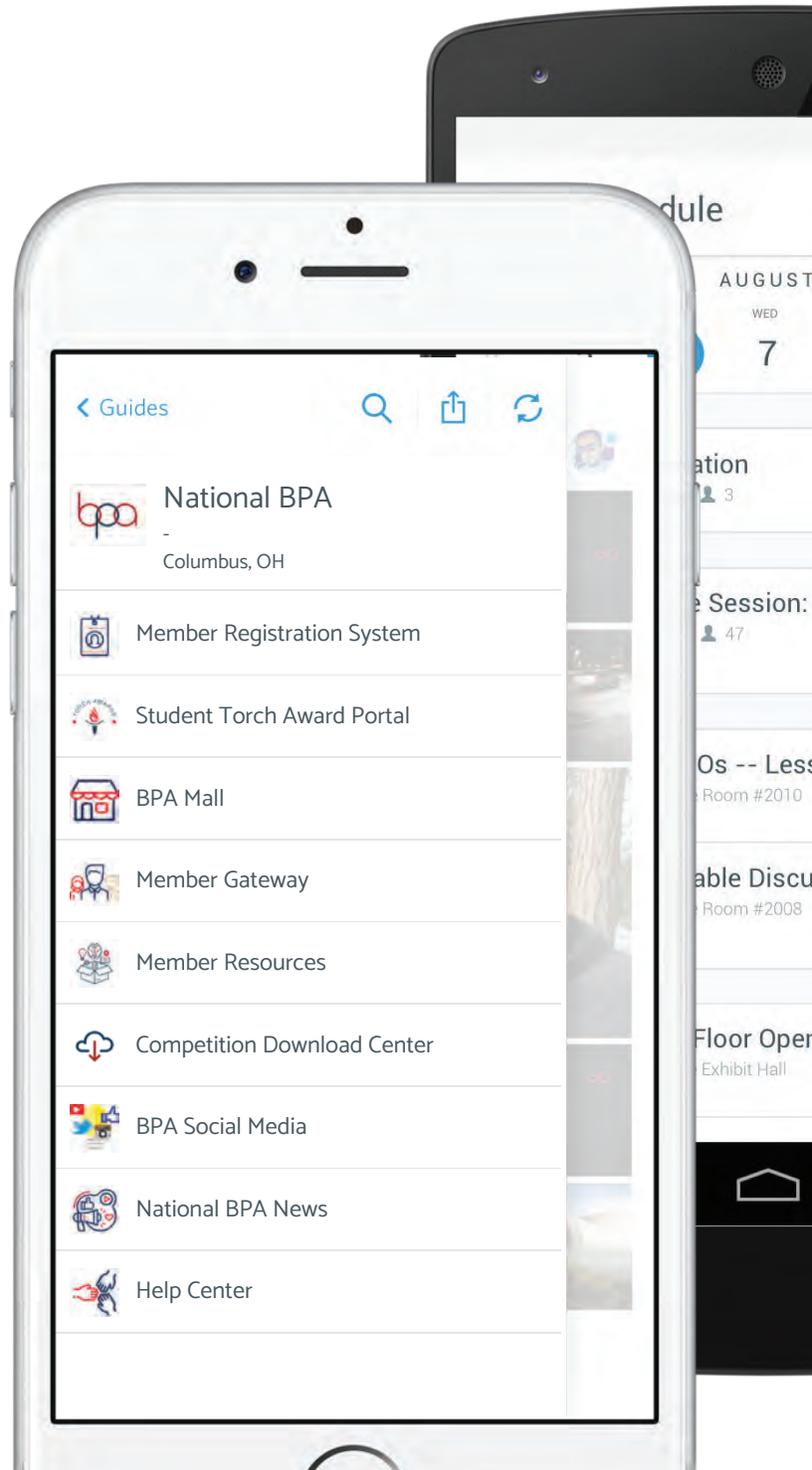
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nlc.bpa.org



DRESS CODE GUIDE

What to wear during competition, general sessions, and conference activities

Student members, advisors, and chaperones must follow the conference dress code, which promotes a professional atmosphere. It is also recommended that conference guests follow the dress code policy. This guide provides acceptable and unacceptable dress examples that apply to BPA national events.

Business Professional Dress

Attire for all judged competitive events and to go on stage during any general sessions:

- Suit jackets, blazers, or dresses
- Tops: Dress shirts with ties or blouses
- Bottoms: Dress pants or skirts
- Shoes: Close-toed dress shoes, heels, or flats



Business Casual Dress

Attire for competitive events inside all computer labs (i.e., open events lab, certification labs, etc.), leadership development workshops, campaign rallies, caucuses, exhibit halls, and general sessions, if not going on stage:

- Tops: Polos, oxford shirts, sweaters, dresses or blouses
 - Sleeveless shirts should be worn with a cover-up, such as a blazer or sweater
- Bottoms: Dress pants or skirts
- Shoes: Dress shoes, heels, or flats



Casual Dress

Attire for tours, special events, and service activities:

- Tops: T-shirts, sweatshirts, and other casual tops
- Bottoms: Jeans, shorts, or other casual bottoms
- Shoes: Any footwear, including sneakers or sandals



Additional Notes

- All attire must not include any offensive graphics or slogans.
- All shirts should cover the midriff.

Unacceptable Items

The following items are prohibited in all conference areas:

- Strapless, spaghetti straps, tube tops, halter tops, and midriff tops
- Spandex, lycra, or transparent clothing
- Cut-offs and clothing with rips or tears
- Clothing with inappropriate words and pictures
- Mini/short skirts or dresses more than 2" above the knee
- Swimwear

Members who are uncertain about unacceptable attire should ask their chapter advisor, state leader, or any of the BPA conference staff.

Dress Code Violations

- Members not dressed in required attire will not be allowed to participate in conference events.
- Members refused entrance to an event will be given the opportunity to change into appropriate attire immediately and participate or compete in the event. Having changed into appropriate attire, the member will join testing in progress. No additional time will be given for time missed.
- Members have the right to grieve the issue immediately after being refused entrance. Dress code grievances will not be accepted if not received in writing at competitive events headquarters within one hour of the infraction.
- Members not adhering to the dress code will not be allowed onstage.



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ACADEMIC INTEGRITY POLICY

Expectations for ethical behavior in competition, leadership, and academic work

Academic integrity is at the center of Business Professionals of America's educational mission. It is imperative that all work submitted by our membership be a true reflection of that individual's and/or team's effort and ability. This includes, but is not limited to:

- Workplace Skills Assessment Program (WSAP) competitive event project submissions and all online assessments.
- Application submissions for the BPA Cares, Torch Awards or scholarship programs.

Any member (including, but not limited to, advisors, students, alumni, volunteers) who has demonstrated unacceptable academic behavior by violating the National BPA Academic Integrity Policy is subject to disciplinary action.

Intentional or unintentional violations of the Academic Integrity Policy, include but are not limited to:

- Not citing a source in text and/or in a Works Cited when:
 - Using another individual's work, idea or opinion
 - Using information from any source or reference material
 - Using any charts, infographics, pictures, sounds or any other media elements
 - Using quotations from an individual's actual spoken or written words
 - Paraphrasing (putting into your own words) an individual's work
- Use of AI and automated tools
 - Unless an event/program guideline explicitly permits it, AI/automated tools may not be used to generate, rewrite, paraphrase, translate, code, design, compose, or otherwise create competition or application content (text, images, audio, video, code, data analysis)
 - Using AI/automated tools to generate, rewrite, translate, or paraphrase submission content (text, visuals, audio, code, data) when not expressly allowed
 - Submitting AI-fabricated citations/sources or outputs
 - Using AI or external assistance during objective assessments or event prompts
- Allowing advisors, alumni, parents, friends or any other individual to create content for the competitor(s)
- Attempting to cheat on any objective online or offline assessment exam (example: using online resources and/or old BPA tests during the event)
- Removing and/or sharing any event-specific information from the event (such as the test, application tasks, objective test questions, speech prompts, etc.)
- Fabricating signatures on entry forms and/or release forms
- Fabricating sources (such as creating fictitious articles or authors)
- Re-using your own projects from previous years (self-plagiarism)

ACADEMIC INTEGRITY VIOLATION PROCEDURES

Procedures that guide the evaluation and resolution of academic integrity cases

The following guidelines will be adhered to if a member has demonstrated a violation of the National BPA Academic Integrity Policy:

1. Any individual who discovers sufficient information to substantiate an academic integrity violation should immediately (within one hour) complete an Academic Integrity Violation Form and submit to the BPA Director of Education & Professional Learning at the Competitive Events Headquarters if during NLC, or via email if occurring prior to NLC (pre-judged materials, BPA Cares applications, Torch Award resumes, scholarship applications, etc.).
2. Upon receipt and review of the Academic Integrity Violation Form, the Director of Education & Professional Learning will notify the Grievance Committee of the alleged violation (including a detailed synopsis and proof to substantiate the violation via the Academic Integrity Violation Form).
3. The Grievance Committee will review the Academic Integrity Violation Form and, if the violation is substantiated, determine an appropriate course of disciplinary sanction(s) based on proof and the severity of the violation, which may include:
 - a reduced score on any scorable item/entry
 - a grade of “zero” on any scorable item/entry
 - immediate disqualification from the related competitive event, BPA Cares program, Torch Awards program, scholarship and/or any other related event in the BPA Platform, and/or
 - membership suspension.
4. The respective member, local advisor, and state advisor or designee will be notified of the Academic Integrity Violation and given the opportunity to respond/appeal the decision if disciplinary action is taken.

State associations may follow these violation procedures for their regional and state leadership conferences and/or may enforce additional penalties.

CODE OF CONDUCT

Expectations for behavior and professionalism at NLC

By voluntarily participating in any officially sanctioned Business Professionals of America (BPA) event, members (middle level, secondary, postsecondary, advisors, and alumni) agree to adhere to the following code of conduct and ethics or forfeit their right to participate.

- Members shall respect and abide by the authority delegated to the Board of Trustees, state advisors, presiding officers, committee chairs, and advisor or authorized representative of the aforementioned.
- Members shall attend all sessions and activities assigned unless engaged in some specific assignment taking place at the same time.
- Members shall agree to, and abide by, the Academic Integrity Policy adopted by BPA.
- Members shall wear acceptable attire to all program activities as specified in the conference program.
- Identification badges shall be worn at all official functions.
- Members shall not smoke in public while wearing the BPA official blazer.
- BPA shall, under no circumstances, approve or condone the possession or use of tobacco in any form (including electronic forms of cigarettes) by any student member during official conference functions. Possession is defined as having on one's person, in one's belongings such as in a purse or luggage, in one's hotel/motel room, or having knowledge that prohibited item(s) are in one's hotel/motel room or in another person's possession.
- BPA shall, under no circumstances, approve or condone the possession, use, or serving of alcoholic beverages by student members during official functions on any premises contracted (i.e., hotel, convention center, etc.). This is in effect from the time the member leaves home until they return home.
- BPA shall, under no circumstances, approve or condone the use of drugs in any form, except for medical purposes, by anyone at a BPA national conference or any other state or national activity. This is in effect from the time the member leaves home until they return home.
- BPA shall, under no circumstances, approve or condone the possession of any firearms, dangerous weapons, explosive compounds, or objects that could reasonably be considered or used as a weapon.
- Spouses are allowed to attend events if they officially register as a guest. They shall not have membership privileges and shall abide by all event rules.
- Non-registered individuals will not be allowed at event activities.

- Whether at the event site or in public places, members shall conduct themselves in such a manner as to not bring reproach to the organization or to themselves.
- Members shall conduct themselves in a professional manner.
- Members shall stay at the approved hotel/motel during national conferences. Participants residing within a 50-mile radius of the conference site may be exempt from the policy at the discretion of the Director of Strategic Programs & Experiences.
- Student members shall keep their adult advisors informed of their activities and whereabouts at all times.
- Student members shall not use their own cars or ride in cars belonging to others during the conference unless accompanied by an authorized advisor.
- Curfew each night shall be midnight, and all student members shall be in their rooms by curfew.
- It is the responsibility of the chapter advisor to assign in advance and manage chapter guestroom accommodations on-site according to their school and/or district travel policies.
- When alumni division members serve or participate with any of its sister divisions at any official function the alumni members shall abide by the code of conduct established by that division.

Local chapter and state advisors are responsible for the supervision of student member conduct. Any member who violates or ignores any Code of Conduct and Ethics policy or engages in any form of behavior deemed unacceptable may be brought before the grievance committee for an analysis of the violation. The grievance committee shall be empowered to take appropriate action in consideration of the penalties for breaking any Code of Conduct and Ethics policy listed above.

Disciplinary actions may include, but are not limited to, forfeiture of privileges to attend further events, removal from office, disqualification from the event and any associated competitions, relinquishment of awards and recognition, and expulsion from the event at the member's expense. Appropriate authority figures, including but not limited to parents, guardians, supervisors, and employers will be notified as to the infraction and penalty imposed. BPA also reserves the right to notify law enforcement.

SHARE YOUR SUCCESS

A customizable press release template to celebrate NLC achievements

Instructions for Advisors: Local news outlets such as newspapers, radio or television stations, and your school district's communications office like to receive information about noteworthy student achievements. Use the template below to announce your chapter's participation in the National Leadership Conference.

FOR IMMEDIATE RELEASE

Contact Person: [*Advisor or other school contact for questions from reporters or editors*]

Phone: [*Contact's phone number*]

Email: [*Contact's email*]

Address: [*School name and address*]

Date: [*Date the release will be distributed*]

[*School Name*] Students to Attend Business Professionals of America National Leadership Conference in Nashville

Students from [*School's*] Business Professionals of America (BPA) chapter will attend the 2026 BPA National Leadership Conference in Nashville, Tennessee, May 6-10.

The conference will bring together an estimated six thousand delegates from across the country to vie for top honors in business and information technology skills competitions, attend leadership and professional development workshops, receive awards for community service activities and elect BPA's 2026-27 national student leadership team.

"The National Leadership Conference is more than just a competition—it's a celebration of dedication, growth, and achievement," said Patrick Schultz, BPA's Executive Director. "We are thrilled to bring together BPA's best and brightest to showcase their talents, build lifelong connections, and take the next steps in their leadership and career journeys."

The [*student/students*] from the [*School*] BPA chapter attending the conference [*is/are*]:

- [*List the student(s) attending the NLC and their competitive event(s), honors and awards or other activities that earned conference attendance.*]

[*Add a quote from the chapter advisor or a school administrator about the important role BPA plays in the school or the unique opportunities and benefits it provides for your students.*]

The 2026 National Leadership Conference is presented by Certiport, a Pearson VUE business, the leading provider of certification exam development, delivery, and program management services. Conference attendees can obtain valuable industry certifications during the during the event.

While in Nashville, participants will also have opportunities to network with other BPA members and business leaders, visit iconic Nashville attractions, and participate in community service activities.

The conference's opening session on May 6 and awards ceremonies on May 9 will be streamed live online.

About Business Professionals of America

Business Professionals of America (BPA) is the premier Career and Technical Student Organization (CTSO) for middle, high school, and college/university students preparing for careers in business and information technology. BPA provides opportunities for growth through education, competitive events, leadership development, and community service. The organization has more than 60,000 members in schools across the United States and in Canada, China, Haiti, Puerto Rico, Singapore, South Korea, and United Kingdom. Learn more at www.bpa.org.

Emergency Medical Authorization Form

PART I. The purpose of this form is to authorize the provision of emergency treatment for chapter members in the unlikely event that they become ill or injured while traveling with their advisor. It is imperative the following information be furnished so that the member will be cared for properly. The authorization does not cover major surgery unless the medical opinions of two licensed physicians or dentists, concurring in the necessity for such surgery, are obtained prior to the performance of such surgery.

Please print neatly and use black ink.

I, _____ of _____
Member member name Street, City, State, ZIP Code

hereby give my consent for (1) the administration of any emergency treatment deemed necessary by a licensed physician or dentist, (2) the transfer to any hospital reasonable accessible, and (3) consent to release the medical information provided.

Member signature

Date (month/day/year)

Parent or guardian signature (if member is under age 18)

Date (month/day/year)

Parent or guardian name (printed)

Parent or guardian phone (including area code)

Alternate contact name

Alternate contact phone (including area code)

The information below is needed by any hospital or practitioner not having access to the member's medical history. **If any item is marked "Yes", please explain in the right-hand column.** If taking medication, include the name, dosage amount, and the time it is taken.

Allergies	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Food	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Medications	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Other (insects, etc.)	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Health problems or physical disabilities	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Respiratory problems	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Diabetes	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Epilepsy	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Chronic disease	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Emotional or psychological problems	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Current medications	<input type="checkbox"/> Yes <input type="checkbox"/> No	

Eyeglasses: Yes No **Contact lenses:** Yes No **Hearing devices:** Yes No

Required immunizations up to date? Yes No **Date of last tetanus booster:** _____

Refusal of Consent

NOTE: Do not complete this form if you completed Part I.

PART II. *Please print neatly and use black ink.* I do not give my consent for emergency medical treatment. In the event of illness or injury requiring emergency treatment, I wish the authorities to take no action or to:

Member name (printed)

Street, City, State, ZIP Code

Member signature

Date (month/day/year)

Parent or guardian signature (if member is under age 18)

Date (month/day/year)

Parent or guardian name (printed)

Parent or guardian phone (including area code)

Request for Taxpayer Identification Number and Certification

Give Form to the requester. Do not send to the IRS.

► Go to www.irs.gov/FormW9 for instructions and the latest information.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.
BUSINESS PROFESSIONALS OF AMERICA

2 Business name/disregarded entity name, if different from above

3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only **one** of the following seven boxes.

Individual/sole proprietor or single-member LLC C Corporation S Corporation Partnership Trust/estate

Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ► _____

Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is **not** disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.

Other (see instructions) ► _____

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):

Exempt payee code (if any) 5

Exemption from FATCA reporting code (if any) _____

(Applies to accounts maintained outside the U.S.)

5 Address (number, street, and apt. or suite no.) See instructions.
1365 KING AVE

6 City, state, and ZIP code
COLUMBUS, OHIO 43212

7 List account number(s) here (optional)

Requester's name and address (optional)
PHYSICAL ADDRESS

Print or type. See Specific Instructions on page 3.

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number

				-			-				
--	--	--	--	---	--	--	---	--	--	--	--

or

Employer identification number

3	1	-	1	1	3	5	7	1	2
---	---	---	---	---	---	---	---	---	---

Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here Signature of U.S. person ► *Michela Gordon* Date ► *08/25/2025*

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
 - Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
 - Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
 - Form 1099-S (proceeds from real estate transactions)
 - Form 1099-K (merchant card and third party network transactions)
 - Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
 - Form 1099-C (canceled debt)
 - Form 1099-A (acquisition or abandonment of secured property)
- Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.
- If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.*

Request for Taxpayer Identification Number and Certification

Go to www.irs.gov/FormW9 for instructions and the latest information.

**Give form to the
 requester. Do not
 send to the IRS.**

Before you begin. For guidance related to the purpose of Form W-9, see *Purpose of Form*, below.

Print or type. See <i>Specific Instructions</i> on page 3.	<p>1 Name of entity/individual. An entry is required. (For a sole proprietor or disregarded entity, enter the owner's name on line 1, and enter the business/disregarded entity's name on line 2.) Marriott International</p> <p>2 Business name/disregarded entity name, if different from above. Marriott Hotel Services, LLC/dba Gaylord Opryland Resort & Convention Center</p> <p>3a Check the appropriate box for federal tax classification of the entity/individual whose name is entered on line 1. Check only one of the following seven boxes.</p> <p> <input type="checkbox"/> Individual/sole proprietor <input checked="" type="checkbox"/> C corporation <input type="checkbox"/> S corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate <input type="checkbox"/> LLC. Enter the tax classification (C = C corporation, S = S corporation, P = Partnership) _____ <i>Note:</i> Check the "LLC" box above and, in the entry space, enter the appropriate code (C, S, or P) for the tax classification of the LLC, unless it is a disregarded entity. A disregarded entity should instead check the appropriate box for the tax classification of its owner. <input type="checkbox"/> Other (see instructions) _____ </p> <p>3b If on line 3a you checked "Partnership" or "Trust/estate," or checked "LLC" and entered "P" as its tax classification, and you are providing this form to a partnership, trust, or estate in which you have an ownership interest, check this box if you have any foreign partners, owners, or beneficiaries. See instructions. <input type="checkbox"/></p> <p>4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) _____ Exemption from Foreign Account Tax Compliance Act (FATCA) reporting code (if any) _____ <i>(Applies to accounts maintained outside the United States.)</i></p> <p>5 Address (number, street, and apt. or suite no.). See instructions. 2800 Opryland Drive</p> <p>6 City, state, and ZIP code Nashville, TN 37214</p> <p>7 List account number(s) here (optional)</p> <p style="text-align: right;">Requester's name and address (optional)</p>
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Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. See also *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number									
or									
Employer identification number									
5	2	-	2	0	5	5	9	1	8

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and, generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here	Signature of U.S. person	Date 1/28/25
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General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

What's New

Line 3a has been modified to clarify how a disregarded entity completes this line. An LLC that is a disregarded entity should check the appropriate box for the tax classification of its owner. Otherwise, it should check the "LLC" box and enter its appropriate tax classification.

New line 3b has been added to this form. A flow-through entity is required to complete this line to indicate that it has direct or indirect foreign partners, owners, or beneficiaries when it provides the Form W-9 to another flow-through entity in which it has an ownership interest. This change is intended to provide a flow-through entity with information regarding the status of its indirect foreign partners, owners, or beneficiaries, so that it can satisfy any applicable reporting requirements. For example, a partnership that has any indirect foreign partners may be required to complete Schedules K-2 and K-3. See the Partnership Instructions for Schedules K-2 and K-3 (Form 1065).

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS is giving you this form because they

Request for Taxpayer Identification Number and Certification

Go to www.irs.gov/FormW9 for instructions and the latest information.

Give form to the requester. Do not send to the IRS.

Before you begin. For guidance related to the purpose of Form W-9, see *Purpose of Form*, below.

Print or type. See Specific Instructions on page 3.	1 Name of entity/individual. An entry is required. (For a sole proprietor or disregarded entity, enter the owner's name on line 1, and enter the business/disregarded entity's name on line 2.) Marriott International	
	2 Business name/disregarded entity name, if different from above. Marriott Hotel Services, LLC/dba The Inn at Opryland	
	3a Check the appropriate box for federal tax classification of the entity/individual whose name is entered on line 1. Check only one of the following seven boxes. <input type="checkbox"/> Individual/sole proprietor <input checked="" type="checkbox"/> C corporation <input type="checkbox"/> S corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate <input type="checkbox"/> LLC. Enter the tax classification (C = C corporation, S = S corporation, P = Partnership) Note: Check the "LLC" box above and, in the entry space, enter the appropriate code (C, S, or P) for the tax classification of the LLC, unless it is a disregarded entity. A disregarded entity should instead check the appropriate box for the tax classification of its owner. <input type="checkbox"/> Other (see instructions)	
	4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) _____ Exemption from Foreign Account Tax Compliance Act (FATCA) reporting code (if any) _____ <i>(Applies to accounts maintained outside the United States.)</i>	
	3b If on line 3a you checked "Partnership" or "Trust/estate," or checked "LLC" and entered "P" as its tax classification, and you are providing this form to a partnership, trust, or estate in which you have an ownership interest, check this box if you have any foreign partners, owners, or beneficiaries. See instructions <input type="checkbox"/>	
	5 Address (number, street, and apt. or suite no.). See instructions. 2401 Music Valley	Requester's name and address (optional)
	6 City, state, and ZIP code Nashville, TN 37214	
7 List account number(s) here (optional)		

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. See also *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number	
or	
Employer identification number	
5	2
-	2
0	5
5	9
1	8

Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and, generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here	Signature of U.S. person	Date 1/28/25
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General Instructions

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What's New

Line 3a has been modified to clarify how a disregarded entity completes this line. An LLC that is a disregarded entity should check the appropriate box for the tax classification of its owner. Otherwise, it should check the "LLC" box and enter its appropriate tax classification.

New line 3b has been added to this form. A flow-through entity is required to complete this line to indicate that it has direct or indirect foreign partners, owners, or beneficiaries when it provides the Form W-9 to another flow-through entity in which it has an ownership interest. This change is intended to provide a flow-through entity with information regarding the status of its indirect foreign partners, owners, or beneficiaries, so that it can satisfy any applicable reporting requirements. For example, a partnership that has any indirect foreign partners may be required to complete Schedules K-2 and K-3. See the Partnership Instructions for Schedules K-2 and K-3 (Form 1065).

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS is giving you this form because they

Parent / Legal Guardian Consent Form

I am the parent/legal guardian of _____ (please print) (the “Certiport Candidate”) and I understand that my permission and authorization is required for the collection, use, and disclosure of the Certiport Candidate’s personal information by Certiport, a business of NCS Pearson, Inc. (“Certiport”). I further understand that the Certiport Candidate will not be permitted to register for or take a Certiport exam unless I provide my permission by signing this form.

I understand and acknowledge that all individuals, including the Certiport Candidate, planning to take a Certiport exam are required to:

- A) Provide to Certiport, personal information, such as his or her, first and last name, street address, e-mail address, and demographic information (“Candidate Information”); and
- B) Agree to all of the terms and conditions contained on the Certiport website at www.certiport.com and in Certiport’s test registration and delivery system and that these terms and conditions are legally binding.

In my capacity as the parent/legal guardian of the Certiport Candidate, I hereby understand, agree, authorize, and provide my consent, as the case may be:

- 1) To allow the Certiport Candidate to take or retake any Certiport exam(s); and
- 2) That I have had an opportunity to review the Certiport terms and conditions and privacy policy available at www.certiport.com , including, but not limited to, those provisions relating to testing; privacy policies; and the collection, processing, use and transmission to the United States of the Certiport Candidate’s personally identifiable information and that I and the Certiport Candidate understand and agree to abide by these terms and conditions and policies; and
- 3) To Certiport for the retention and disclosure of any of the Candidate’s personal information to the Certiport exam sponsor(s), its authorized third parties and service providers, and others as may be necessary to prevent unlawful activities or as required by law; and
- 4) That the Certiport Candidate and I will comply with any of the Certiport testing rules and procedures.
- 5) To allow Certiport to disclose to Business Professionals of America (BPA) the Candidate’s Name, City, State, and score should my Certiport Candidate be one of the top fifteen winners in MOS Word, PowerPoint and Excel at the BPA National Leadership Conference.

I, the undersigned, certify that I am the parent or legal guardian of the child/legal ward (named above) and that I have the right to make decisions for my child/legal ward that effect his/her wellbeing.

I CERTIFY THAT I AM 18 YEARS OF AGE OR OLDER AND THAT I HAVE READ, FULLY UNDERSTAND AND AGREE TO THE TERMS OF THIS AGREEMENT, AND I SIGN IT VOLUNTARILY WITH FULL KNOWLEDGE OF ITS SIGNIFICANCE.

Name of Parent/Legal Guardian

Signature of Parent/Legal Guardian

Date



TENNESSEE DEPARTMENT OF REVENUE
Application for Exempt Organizations or Institutions
Sales and Use Tax Exemption

1. Organization Name _____ FEIN _____
2. Mailing Address _____
Street *City* *State* *ZIP Code*
3. Date Established _____ Organization Phone No. _____ Email Address _____
MM/DD/YYYY *Required*
4. Location Address _____
Street (Cannot use P.O. Box) *City* *County*
5. Organization Contact _____
Name *Phone Number (Required)* *Email Address*
6. Type of exempt organization. Check all that apply. **You must submit proper documentation with application:**
 - a. Organization listed under Tenn. Code Ann. § 67-6-322(a); Entity type: _____
 - b. 501(c)(3) (if located in Tennessee)
 - c. 501(c)(5) – Labor Organization
 - d. 501(c)(8) – Fraternal Benefit Organization
 - e. 501(c)(13) – Non-for-Profit Cemetery Company
 - f. 501(c)(19) – Veterans Organization
 - g. 501(c)(4) – War-Time Veterans Organization
 - h. Federally Chartered Credit Union
 - i. Tennessee Chartered Credit Union
 - j. Tennessee Historic Property Preservation or Rehabilitation Entity
7. Identify two owners, officers, and/or partners (one of these must sign the affidavit below):
 - a. _____
Name *Phone Number* *SSN*

Street (Cannot Use P.O. Box) *City* *State* *ZIP Code*
 - b. _____
Name *Phone Number* *SSN*

Street (Cannot Use P.O. Box) *City* *State* *ZIP Code*
8. Describe the organization's activities at the location address _____

Affidavit of Applicant

Under penalties of perjury, I declare that to the best of my knowledge this information is true and correct. I understand that any authority given as a result of this application is limited to sales, gifts, or donations of tangible personal property or services made *directly to* the exempt organization and does not extend to sales made to individuals paying with personal checks or personal debit or credit cards, even if the individual is a representative or employee of the above named organization and will be reimbursed for the purchase. The use of this authority for purposes other than those authorized by law may result in the assessment of additional taxes, penalties, and interest.

Print Name _____ Title _____

Signature _____ Date _____

Please mail application and attachments to:
 Tennessee Department of Revenue
 Taxpayer Services Division
 500 Deaderick Street
 Nashville, TN 37242

Tenn. Code Ann. § 67-6-322 provides a sales and use tax exemption to exempt organizations for the purchase of tangible personal property or services. In order to qualify for exemption, the sale must be made directly to the exempt organization, meaning the purchased item must be paid for with the exempt organization's funds. An individual paying with a personal check or personal debit or credit card may not receive the exemption, even if the individual is a representative or employee of the above named organization and will be reimbursed for the purchase. Further, the exemption does not apply to sales made by exempt organizations.

A Tennessee exempt organization wishing to make tax exempt purchases must obtain the Exempt Organizations or Institutions Sales and Use Tax Certificate of Exemption prior to making purchases without the payment of tax. A new application must be completed for each location. Applicants must complete this form in its entirety and include all requested information. The applicant should mail the completed application to the Department of Revenue. If the application is approved, the taxpayer will be issued the Exempt Organizations or Institutions Sales and Use Tax Certificate of Exemption for the named location.

Taxpayers that receive the exemption certificate must provide their vendors with a copy of the certificate or a fully completed Streamlined Sales Tax Certificate of exemption, which must include the Exempt Organizations or Institutions Exemption Number included on the certificate.

Instructions:

- 1) - 5) Business information.
- 6) Indicate what type of exempt entity the applicant qualifies as.
 - (a) Tenn. Code Ann. § 67-6-322(a) includes churches, temples, synagogues, or mosques; universities (including the Agricultural Foundation for Tennessee Tech, Inc.), colleges, and schools; orphanages; institutions organized for the principal purpose of placing homeless children in foster homes; homes for the aged; hospitals; Girls' and Boys' Clubs; community health councils; volunteer fire departments; organ banks for transplantable tissue; organizations whose primary objective is to promote the spiritual and recreational environment of members of the armed services of the United States (e.g., United Service Organization); historical properties owned by the state and operated by the Historical Commission; nonprofit community blood banks; senior citizen service centers that meet the standards set by the Tennessee Commission on Aging for eligibility to receive state funds; or nonprofit corporations whose primary function involves the annual organization, promotion, and sponsorship of a statewide talent and beauty pageant in which contestants compete for scholarships, awarded by such nonprofit corporation, as well as for the opportunity of being Tennessee's representative and contestant in an annual nationwide talent and beauty pageant with which such nonprofit corporation is affiliated. You must attach a copy of your charter, bylaws, and/or any other documentation evidencing the organization's exempt activity.
 - (b)-(g) See 26 U.S.C. § 501(c) for a description of the qualifying federally exempt entities. You must attach documentation of the federal exemption. An out-of-state 501(c)(3) organization is not required to submit this application. It may present its federal exemption letter to make exempt purchases.
 - (h)-(i) 12 U.S.C. § 1768 prohibits states from taxing federally chartered credit unions, and Tenn. Code Ann. § 45-4-803 prohibits taxation of Tennessee chartered credit unions as long as there is a federal exemption. You must attach a copy of the letter of exemption issued by the National Credit Union Administration or a copy of the Tennessee charter as a credit union.
 - (j) See Tenn. Code Ann. § 67-4-2004 for a definition of a Tennessee historic property preservation or rehabilitation entity. You must attach documentation of direct or indirect ownership by a nonprofit entity and a copy of your charter.
- 7) Identify at least two owners, partners, or officers of the exempt organization with whom the Department may discuss the organization's account. This application must be signed by one of these individuals. You may submit additional owners/partners/officers on a separate sheet attached to this application.
- 8) Provide description of the organization or institution's activities at the location address. You may submit the description of the activities on a separate sheet attached to this application.

IMPORTANT NOTICES

Key reminders, policies, and information all attendees should review

Nondiscrimination Policy

It is the policy of Business Professionals of America that no person on the basis of race, color, religion, national origin or ancestry, age, sex, marital status, sexual orientation or disability shall be discriminated against, excluded from participation in, denied the benefits of, or otherwise be subject to discrimination of any program or activity for which is responsible.

Publication, Promotional Release, and Use of Images and Materials

You understand and acknowledge that, in conjunction with your participation in the NLC, BPA may capture photos, video, and other recordings of participants before, during, and after events at the NLC. You expressly authorize BPA and grant to BPA, without further consent, an irrevocable limited license to use, display, and reproduce any and all photos, video and/or other recordings of you captured before, during and after events at the NLC by BPA in any medium or format. You acknowledge and agree you have no right to review or approve such materials before they are used, displayed, or reproduced. BPA may, but is not required to, use, display, and reproduce such photos, video, and other recordings of you in future print materials, online materials (including the BPA website and its official social media accounts), signage, slideshows, podcasts, videos, and other uses in physical and digital forms. By participating in the NLC, you waive and release BPA from any and all claims relating to the use, display, and reproduction of such photos, videos, and recordings.

Event Participation Assumption of Risk, Release and Waiver

An inherent risk of exposure to COVID-19 exists in any public place where people are present, even with the use of personal protective equipment and social distancing. COVID-19 is an extremely contagious virus that can lead to severe illness and death. Although Business Professionals of America (“BPA”) has implemented necessary and appropriate safety and sanitation measures, attendance at the National Leadership Conference (“NLC”) may be hazardous and involve an unavoidable risk of illness due to contact with or proximity to people or things exposed to the coronavirus. By attending the NLC with the express understanding of such potential hazards, you knowingly and voluntarily acknowledge and assume the risk of such hazards. You expressly waive and release, to the fullest extent permitted by the law, any and all claims and potential causes of action, of any nature, against BPA on account of any and all injury, illness, and/or death arising out of or attributable to attendance at the NLC, COVID-19 related or otherwise. You understand and acknowledge that BPA, its adult leaders and representatives may not be present at all times during NLC and cannot guarantee your safety or mitigate all risks involved in your participation in the NLC. Attendees should, at all times, follow BPA staffs’ instructions and use their best judgment. BPA is not responsible for lost, stolen, or damaged property.

Social Media Use

BPA encourages members to use social media in productive and positive ways. Malicious use of social media will not be tolerated. Malicious use may include, but is not be limited to, photos, videos, or comments that are unprofessional, derogatory, demeaning, incriminating, or threatening toward any other individual or entity (e.g., derogatory comments regarding conference properties, taunting comments aimed at another BPA member, and derogatory comments against race and/or gender); photos, videos, or comments that depict or encourage unacceptable, violent or illegal activities (e.g., hazing, sexual harassment/assault, gambling, discrimination, fighting, vandalism, academic dishonesty, underage drinking, or illegal drug use). BPA will not tolerate any type of inappropriate behavior from any individual involved, engaged, or associated with BPA or participating in any BPA activities on the local, regional, state, and national level. Anyone found violating this policy may be expelled from the event or conference, and their membership can be terminated. If necessary, appropriate legal actions may be taken. BPA reserves the right to modify the consequences, as appropriate.



BUSINESS
PROFESSIONALS
of AMERICA

WE CAN'T WAIT TO SEE YOU IN NASHVILLE!



THANK YOU TO OUR GENEROUS SPONSORS AND PARTNERS!



BUSINESS PROFESSIONALS of AMERICA