

## PA FBLA--Bruce Boncal

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**From:** PA FBLA--Bruce Boncal  
**Sent:** Sunday, April 22, 2018 11:00 PM  
**To:** klingenfelter@nbcsd.org; Crawford, Tess; Dora Morelli; staubs@lasd.k12.pa.us; ebrocious@iasd.cc; monteme@wallenpaupack.org; Matthew Robinson; abelolan@ccsd.cc; hhippens@ccsd.cc; Katherine Zucco  
**Cc:** PA FBLA--Bruce Boncal  
**Subject:** NLC Alert #05--Interview Events Upload Due Date (see specific events in email) for Submission to Judges  
**Importance:** High

Dear FBLA Advisers, NLC Competitors, and NLC Travelers

**This email is focused on students who are competing in the following events:**

1. Job Interview
2. Future Business Leader

**You must complete two online forms to be entered into the national competition:**

**Form #1:** must be completed and submitted to the state office by April 30 no later than 11:59 pm

You must complete the **PA FBLA Event Entry form by April 30** indicating you are intending to compete in this event: <https://pafbla.wufoo.com/forms/s1nxx2uy1o8pmq8/>

\*\*\*If your student(s) is not attending the NLC, please let me know ASAP so that I can offer the position to the next available individual or team.

**Form #2:** must be completed and submitted to the national office by May 11 at 5:00 pm

**Upload Form due to national office no later than May 11, 5:00 pm**

**\*\*\*I strongly recommend you DO NOT WAIT until the last moment. Please read the statement below.**

<https://fblapbl.wufoo.com/forms/m17n6d911bvxsj/>

**You must submit the following form directly to the national office.  
Please read all information before taking any action.**

## Future Business Leader/Job Interview Submission

Submit PDFs of cover letter and résumé for Future Business Leader and Job Interview (FBLA only) events on this form.

PLEASE NOTE that competitors are required to also bring one copy of their cover letter and résumé, in a folder, to each round of interviews at NLC. Label folders with the event title, competitor's name, state, and school.

**Read the [summary of the these events](http://www.fbla-pbl.org/fbla/competitive-events/category/interview/) at the following link:**

<http://www.fbla-pbl.org/fbla/competitive-events/category/interview/>

Please review the national FBLA rating sheets for the prejudged portion of your event AND the performance portion for your event at the following link:

1. Future Business Leader-- <http://www.fbla-pbl.org/competitive-event/future-business-leader/>
2. Job Interview -- <http://www.fbla-pbl.org/competitive-event/job-interview-fbla/>

**Use MUST USE the following naming convention for your resume and your cover letter (make sure you include the underscores):**

**Resume:** Lastname\_Firstname\_Resume

**Cover Letter:** Lastname\_Firstname\_CoverLetter

If you want to email your document to make sure you are using the correct naming convention, please feel free to do so prior to these deadlines.

Bruce Boncal

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**Bruce E. Boncal**  
**Executive Director/State Chairman**  
**Pennsylvania FBLA**  
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