**2025 UIL Academic State Meet**

**Information for Contestants and Coaches in**

ACCOUNTING

**Things You Should Know From:**

**Kay Whitton, UIL State Accounting Contest Director**

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| **COACH CONFERENCE** | **CONTEST** | **GRADING** | **VERIFICATION & AWARDS** |
| Monday, May 19, 8 AM Packet Pick Up, ID Cards WEL 1.316 | Monday, May 199 AM (8:30 AM doors open) WEL 1.316 | WEL 2.310 | Monday, May 19 2 PM WEL 2.224 |

**From UIL State Office: Please complete the Coach Information Form** [**here**](https://www.uiltexas.org/form/state-meet-registration/register.php)**.**

**Before the State Meet:**

* Coaches of ALL state contestants must email Kay Whitton (**kaywhitton@gmail.com**) by **Friday, May 2,** to receive contest information and sign up to assist during the contest.
* All volunteer positions will be filled via email, so that **NO coaches’ meeting is needed.**
* Coaches are requested to serve as either a: 1) Conference Assistant, 2) Inspector, 3) Test Reviewer, and/or 4) Grader. Five (5) graders are needed for each conference, in addition to a conference assistant. **(Each competing team MUST provide a qualified grader.**
* Notify UIL (academics@uiltexas.org) and Kay (**kaywhitton@gmail.com**) of any team substitutions or changes to the roster prior to contest day!

**Morning of the Contest:**

* 7:30 – 7:45 AM: Conference assistants should go to **WEL 1.316** and receive your school packet, then report to the contest room immediately to help set up.
* 8:00 AM: Coaches (or other adult) will pick up school packets for their contestants.
* 8:30 AM: Coaches and contestants may enter contest room; contestants sit at chairs with questionnaires, but distant from teammates; have ID card and supplies out for inspection.

**Before the Contest:**

* 8:45 AM: Announcements will begin; all contestants should be seated at a questionnaire.
* 9 AM: Roll call will begin; alternates will be assigned if a contestant is found to be absent.
* Inspectors will verify that calculators are approved and that ID cards have no markings.

**During the Contest:**

* Test reviewers (and available alternates) will go with the Head Grader to the review room.
* Conference assistants will monitor the testing room at all times.
* Graders should arrange for lunch, since grading will begin immediately after the test.

**After the Testing Period:**

* Listen for instructions as to where to turn in test materials.
* Coaches, debrief your students, then report to **WEL 2.310**, so grading can begin promptly.

**Verification, Awards and Honors (WEL 2.224):**

* 2 PM: Verification will be no longer than 15 minutes.
* Announcements, special recognition, and awards will begin immediately after verification.
* All results will be available on SpeechWire after the conclusion of the contest.

***State UIL Academic Participants are eligible to apply for a TILF Scholarship. Visit: http://www.tilfoundation.org***