



## 2025-2026 Arizona HOSA Chapter Awards Program Guide Due March 6<sup>th</sup>, 2026

**Program Basics:** The Arizona HOSA Chapter Awards program is designed for chapters to receive recognition for success in and out of the classroom, helping to keep our membership strong and active. Since HOSA functions on the foundation of four core values - Learn, Lead, Serve, & Innovate - these are the focus areas of the Chapter Awards program. Each of these areas are important to the development of a HOSA member and a HOSA chapter, and chapters will need to complete items in each category in order to be recognized for their work. For the 25-26 school year, the rigor of the four possible levels have all been increased to ensure that the truly dedicated chapters are recognized for their accomplishments. All documentation for awards will be due on March 6<sup>th</sup>, 2026. Submission instructions will be found on the AzHOSA website.

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### Bronze Chapter Requirements:

1. Submit all required paperwork on the membership checklist on the AzHOSA website prior to the deadline of December 1<sup>st</sup>.
  - a. Membership Invoice showing at least 5 members plus an advisor
  - b. Chapter Bylaws, reviewed and approved (by members) for the year
  - c. Program of Work
2. Hold at least 4 meetings per school year and submit minutes from each meeting.
3. Complete **2 items** from each of the four Core Value categories.

### Silver Chapter Requirements:

Chapters complete Bronze level requirements 1 and 2, **PLUS 3** items from each category

### Gold Chapter Requirements:

Chapters complete Bronze level requirements 1 and 2, **PLUS 4** items from each category

### Platinum Chapter Requirements:

Chapters complete Bronze level requirements 1 and 2, **PLUS 5** items from each category

**New for 25-26!** – All Gold & Platinum Chapters will also be eligible to apply for the Chapter of the Year! Chapters submitting all qualifying materials for the Gold or Platinum Chapter award on time will be invited to participate in an additional component in hopes of being named the AzHOSA Chapter of the Year. More information about the Chapter of the Year will be available on the website.



## **HOSA's Core Value Categories – Learn, Lead, Serve, & Innovate.**

Below are the list of possible items/tasks that chapters can complete in order to be recognized with a Chapter Award. After the list of possible items, you will find an Item Guide that will help provide you with examples of evidence that might be submitted for each item.

### **Learn:**

1. Have at least 25% of your registered members participate in a competitive event (minimum online test).
2. Invite an SEC member to attend an event or meeting on your campus.
3. Submit a Pin design as a chapter, following the established guidelines.
4. Chapter attends Fall Leadership Conference.
5. Create a chapter or event budget.
6. Have both a member AND an advisor participate in the HOSA History Exam.
7. Have a guest speaker or Arizona HOSA alum present at a chapter meeting.

### **Lead:**

1. Have at least 5 members apply for a Pulse Award
2. Mentor a Middle School chapter in your district/region
3. Have at least one qualified member apply for a HOSA scholarship by the published deadline
4. Chapter officers attend Chapter Leadership Camp
5. Write a letter to a stakeholder or government official advocating for HOSA and CTE
6. Participate in HOSA week with on-campus activities (*can be during National HOSA Week, or the chapter/campus can declare a HOSA Week locally*).
7. Compete (at least once) in the monthly PSA Challenge hosted by the State Executive Council.

### **Serve:**

1. Have students participate in either Barbara James Service Award (*50 total hours minimum*), HOSA's Service Project (*50 total hours or \$50 total minimum*), or Donate Life AZ High School Challenge.
2. Advocate for HOSA to campus/district staff, or district level governing board at a meeting, during or after school hours.
3. Chapter has one student apply and be slated for an officer position on the AzHOSA SEC (this includes Regional Representatives)



4. Have one team enter a submission for the Emotional Well-Being Challenge following the published guidelines.
5. Chapter advocates, volunteers, or fundraises for an organization directly related to their CTE program.
6. Chapter hosts or attends a community service event that 50% of the chapter's members attend or participate in.
7. Chapter officer team develops and submits a plan/outline for a student-led workshop that might be available at a future FLC or SLC.

### **Innovate:**

1. Have a team compete in Medical Innovation at the chapter's Regional Conference
2. Submit an article to the Synapse or HOSA E-Magazine
3. Partner with another class or organization on campus for a cross-curricular activity
4. Promote a chapter activity or campaign on the chapter's social media account, tagging AzHOSA in the campaign/posts.
5. Chapter members present at a CTE program Advisory Council meeting focusing on how their program is helping prepare them for their future careers.
6. Assemble/display a bulletin board on campus featuring information about the relevant career pathway associated with the CTE program.
7. Chapter members participate in an applicable Work-Based Learning activity.

***NOTE: Each activity conducted by the chapter can only count for ONE of the required items in any and all categories. Each activity submitted/included in the application must be unique in order to qualify for that category. I.e. If a chapter partners with another class on campus for a cross-curricular activity and they post about it on their social media account, it will only count for one of the two items.***

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## Chapter Award Item Guide

Below is a list of each item included in the Chapter Awards Program, along with suggestions of items that may qualify as evidence of completion. The evidence may include, but is not limited to the examples below. If there are other documents that show completion of the task, they may be accepted as well.

### Learn:

- Have at least 25% of your registered members participate in a competitive event (minimum online test).
  - Evidence – Registration summary/summaries with at least 25% of total members participating in one competitive event
- Invite an SEC member to an event or meeting.
  - Evidence – Photo of SEC member at meeting or event, or copy of communication between chapter and SEC member
- Submit a Pin or Flag design as a chapter, following the established guidelines.
  - Evidence – Name(s) of students that submitted design for either flag or pin
- Chapter attends Fall Leadership Conference
  - Evidence – Copy of registration summary
- Create a chapter or event budget.
  - Evidence – submitted budget
- Have one member and advisor participate in the HOSA History Exam
  - Evidence – submitted registration reflecting at least one from each division registered for the HOSA History Exam recognition event.
- Have a guest speaker or Arizona HOSA alum present at a chapter meeting.
  - Evidence – name and organization of speaker, photo of guest speaker at meeting

### Lead:

- Have at least 5 members apply for a Pulse Award
  - Evidence – names of members applied and what level reached by each
- Mentor a Middle School chapter
  - Evidence – Name of middle school chapter and short narrative of what steps were taken to mentor the chapter
- Have at least one member apply for a HOSA scholarship by the published deadline
  - Evidence – name of member(s) applied for HOSA scholarship
- Chapter officers attend Chapter Leadership Camp
  - Evidence – Copy of registration summary
- Write a letter to a stakeholder or government official advocating for HOSA and CTE
  - Evidence – Copy of letter and who/where it was sent
- Participate in HOSA week with on-campus activities (*can be during National HOSA Week, or the chapter/campus can declare a HOSA Week locally*).
  - Evidence – Photos of activities, short narrative about what was done each day during HOSA Week.
- Compete in the monthly PSA challenge hosted by the State Executive Council
  - Evidence – Submit which month(s) the chapter submitted an entry for the contest. (SEC and AzHOSA office will validate)



### **Serve:**

- Have students participate in either Barbara James Service Award (*50 total hours minimum*), HOSA's Service Project (*50 total hours or \$50 total minimum*), or Donate Life AZ High School Challenge.
  - Evidence – Document with number of hours entered and approved in tracking system. Arizona HOSA office will verify via Activity report in HATS (HOSA Activity Tracking System)
- Advocate for HOSA to campus/district staff, or district level governing board at a meeting, during or after school hours.
  - Evidence – short narrative of advocacy performed by chapter including dates/times; photos of presentation (if applicable)
- Chapter has one student apply and be slated for an officer position on the AzHOSA SEC (this includes Regional Delegates – *more info coming soon on that!*).
  - Evidence - Name of student applied for SEC
- Have one team enter a submission for the Emotional Well-Being Challenge following the published guidelines.
  - Evidence – Names of students on team for EWBC
- Chapter advocates, volunteers, or fundraises for an organization directly related to their CTE program.
  - Evidence – Short narrative about activity, including what organization was selected and why; photos of activities included
- Chapter hosts or attends a community service event that 50% of the chapter's members attend or participate in.
  - Evidence – Short narrative about activity/event; photo(s) of event; number of students that participated in event/activity
- Chapter officer team submits an outline/plan for a student-led workshop for a future FLC or SLC
  - Evidence – Outlined plan, with objectives and specific plans for a high-quality workshop that members would like to attend at a future FLC or SLC, created by the Chapter Officer team.

### **Innovate:**

- Have a team compete in Medical Innovation at the chapter's Regional Conference
  - Evidence – Identify names of students on MI team
- Submit an article to the Synapse or HOSA E-Magazine
  - Evidence – Submit a copy of the article that was submitted and include the date of submission
- Partner with another class or organization on campus for a cross-curricular activity
  - Evidence – Short narrative about the activity including which other program was involved, goals and outcomes of the activity; photos of members participating
- Promote a chapter activity or campaign on the chapter's social media account, tagging AzHOSA in the campaign/posts.
  - Evidence – Screenshots of posts, including dates and short description/caption for the post



- Chapter members present at a CTE program Advisory Council meeting focusing on how their program is helping prepare them for their future careers.
  - Evidence – Minutes of Advisory Council meeting including date/location of meeting; photos of presentation
- Assemble/display a bulletin board on campus featuring information about the relevant career pathway associated with the CTE program.
  - Evidence – photos of bulletin board with short description of the bulletin board; names of members that helped to contribute to the project.
- Chapter members participate in an applicable Work-Based Learning activity
  - Evidence – short narratives and photos that show and describe the Work-Based Learning activity that chapter members participated in, and how it helped them in their CTE program. Activities might include activities like Sports Medicine students working with their school's athletic trainer after school, or Veterinary students assisting with pet vaccine clinics or events.