

**2025-2026 COLORADO NATIONAL OFFICER CANDIDATE APPLICATION INSTRUCTIONS**

National Officer Candidates from Colorado must provide proof of FCCLA leadership experience in their families, careers, and communities, appropriate documentation, signatures, recommendations, and approval in order to run for national office. Please review the following information carefully.

Checklist of Application Instructions:☐ **Colorado NOC Intent to Run Form**

Complete the Colorado National Officer Candidate "Intent to Run" form and email to the state adviser by January 6<sup>th</sup>, 2026.

☐ **Begin Studying**

You will be required to take 2 exams- 1 at Colorado's State Leadership Conference and via National FCCLA regarding all items FCCLA. Use the websites and social media as resources, along with state staff.

☐ **Meeting with State Adviser and Team Advisers**

Schedule a Zoom meeting with State Advisers, Team Advisers, along with your chapter adviser to discuss the duties and expectations that are included within the running process, by January 20<sup>th</sup>.

☐ **Colorado NOC Intent to Run Form**

Complete the Colorado State Officer Letter of Rec Request form by February 15<sup>th</sup> to allow enough time for the State Adviser to create a letter for your NOC application. A link will be provided to you upon the submission for your CO NOC Intent to Run Form.

☐ **Affiliate by February 15<sup>th</sup>**

Your affiliation must be paid with National FCCLA to be in good standing as a candidate

☐ **Colorado NOC Application**

Complete the Colorado National Officer Candidate Application by February 15<sup>th</sup>, 5pm MTN.

☐ **NOC Speech 1<sup>st</sup> Draft**

Prepare the first draft of your NOC speech to be shared with the Team Advisers and State Adviser at Spring Regroup.

☐ **NOC Intent to Run Form**

As the NOC National Intent to Run Form is due prior to Colorado's State Leadership Conference, please be sure to fill it out and submit to National FCCLA before April 15<sup>th</sup>.

☐ **Exam at State Conference**

National Officer Candidates must receive at least an 80% on the exam in order to continue in the running process.

☐ **Complete NOC Application through National FCCLA**

If approved by the Selection Committee at the Colorado SLC to represent Colorado as a National Officer Candidate, complete the NOC Application by April 25<sup>th</sup>, 2026.

If you have any questions, please email Jordan Sveen at [jordan.sveen@cccs.edu](mailto:jordan.sveen@cccs.edu)