

ACT-SO judges are required to be degreed professionals or employed in the category that they are judging. Junior College or College Professors, professional architects, engineers, journalists, actors, painters, etc. are good candidates. Judges cannot be coaches, mentors, teachers or parents of students competing

- There must be at least two (2) judges per category. However, we encourage you to secure an odd number of judges (i.e., 3 or 5) in event of a tie
- The same set of judges can judge relative categories if they are qualified, i.e., drawing and painting
- Prior to or during the competition, judges are not to instruct, advise or discuss scores with contestants relative to their performance/presentation.

Judging procedures

- Make sure each judge has a folder with the following contents:
 - One score sheet that lists all students names in the category
 - An evaluation form for each student in the category (Judges may collectively complete an evaluation for each student if it is a large competition)
 - Pencil and pen for each judge. (Score sheets should be completed in pencil; evaluation forms should be completed in ink.)
- Judges score sheets must be kept confidential. The ACT-SO Chairperson should file and secure all score sheets and writs for your records.
- Personal interviews are conducted for the Humanities, Science and Visual Arts Competitions. The Performing Arts competitors do not receive individual interviews during the competition
- Judges should complete an evaluation form for the student before they go on to the next contestant. Once completed, the evaluations should be folded in half and stapled with only the student's name/competition number visible.
- Once all of the candidates have been judged, tabulate all scores on each judge's sheet. One judge will be responsible for entering all the scores on the tally sheet and total across for each student. Once the total score per contestant has been

determined by adding all judges' final scores together, the jurists will take the average to determine the gold, silver and bronze medalists.

- The room facilitator or an auditor should be available to confirm the judges' totals. Once the numbers are approved and a list of winners identified by the judges, the judges should sign a verification writ identifying their first, second and third place winners. This must be done prior to the announcement of the winners. In most instances the winners are announced at a separate Awards Ceremony event.
- The judges score sheets and verification writs should be kept confidential and placed in a sealed envelope and handed to the room facilitator who will in turn submit them to the ACT-SO Chairperson or a designee.
- The judge's decisions are FINAL. STUDENTS MUST SCORE AT LEAST 95 POINTS TO QUALIFY FOR THE NATIONAL ACT-SO COMPETITION.

YEAR _____

I have read the Criteria for Selecting Judges and have reviewed the ACT-SO information packet. I acknowledge that my professional and/or educational experiences qualify me to serve as a judge in the NAACP ACT-SO Program. Thus, I am interested in serving as a judge in the following category(ies):

Please place a 1 in the box denoting your first choice, and 2 in the box for your second choice:

SCIENCE		HUMANITIES		PERFORMING ARTS		VISUAL ARTS	
<input type="checkbox"/>	Biology/ Microbiology	<input type="checkbox"/>	Music Composition	<input type="checkbox"/>	Dance	<input type="checkbox"/>	Architecture
<input type="checkbox"/>	Chemistry/ Biochemistry	<input type="checkbox"/>	Original Essay	<input type="checkbox"/>	Dramatics	<input type="checkbox"/>	Drawing
<input type="checkbox"/>	Computer Science	<input type="checkbox"/>	Playwriting	<input type="checkbox"/>	Music Instrumental/ Classical	<input type="checkbox"/>	Filmmaking
<input type="checkbox"/>	Earth and Space Sciences	<input type="checkbox"/>	Poetry	<input type="checkbox"/>	Music Instrumental/ Contemporary	<input type="checkbox"/>	Painting
<input type="checkbox"/>	Engineering	<input type="checkbox"/>		<input type="checkbox"/>	Music Vocal/Classical	<input type="checkbox"/>	Photography
<input type="checkbox"/>	Mathematics	<input type="checkbox"/>		<input type="checkbox"/>	Music Vocal/ Contemporary	<input type="checkbox"/>	Sculpture
<input type="checkbox"/>	Medicine and Health	<input type="checkbox"/>		<input type="checkbox"/>	Oratory	<input type="checkbox"/>	
<input type="checkbox"/>	Physics	<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	BUSINESS
							Entrepreneurship

Name _____

Company _____ Title _____

Address _____

City _____ State _____ Zip _____

Home Address _____

City _____ State _____ Zip _____

Telephone: Day _____ Evening _____

Fax _____ Email _____