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| Team Name: |  |
| School: |  |
| Sponsor/Advisor: |  |
| Sponsor/Advisor Email: |  |
| Sponsor/Advisor Phone: |  |
| Team Leader: |  |
| Team Leader Email: |  |
| Team Leader Phone Number: |  |
| Team Members (list all): |  |

**Guidelines and Instructions**

* This form MUST be submitted by 5:00 pm on October 17, to admin@wvcjea.com
* Registration for the Crime Scene Competition will begin at 1:00 p.m. in the Forensic Science Center, 1401 Forensic Science Dr., Huntington, WV 25701. Teams will be notified by MU staff as to their approximate time slot.
* Teams may be of any size, with a maximum of two teams allowed per school.
* The conference registration fee of $20 per person (nonrefundable) is due at the time of the competition. This fee includes participation in all conference activities.
* A computer will be provided by the host school.
* Each team must provide their own digital camera or camera phone (preferred) as well as any necessary cables (e.g., USB-A or USB-C) or USB SD card reader for transferring photographic images.
* Teams will be given an introduction to the scene and will have 5 minutes to prepare to enter the scene. Once inside, teams will have 15 minutes to process. Teams will then exit the scene and have 90 minutes to complete their report. Reports will consist of a written component using the template and a maximum of 20 crime scene photos. Reports will be submitted and judged anonymously. No formal presentation given.
* There will be no assistance from the team’s sponsor/advisor once the competition has started. Teams found violating this rule or found communicating with someone outside of the team during the competition will be immediately disqualified.
* Official rules can be found on the WVCJEA website at <http://wvcjea.com/>

**Directions to the Forensic Science Center**

From Charleston, WV, I-64 West to Huntington, WV Use Exit 11 (Hal Greer Boulevard). Turn right at the end of the ramp to-ward Hal Greer Boulevard. Continue along Hal Green Boulevard to Charleston Ave and make a left. Turn left onto Forensic Ctr Dr/Forensic Science Dr. Your destination will be on the right.

There is limited on street parking surrounding the Forensic Science Center.