



## PENALTY POINT CHECKLIST

### WRITTEN ENTRY

	CHECKED	PENALTY POINTS ASSESSED	PAGE NUMBER
1. The Prepared Event Statement of Assurances and Academic Integrity must be signed by all participants and the chapter advisor and placed in front of the written entry. Only physical signatures or digital signatures will be accepted. Typed names in a font will not be accepted as signatures.	_____	15	_____
2. Limited to 20 pages (plus the title page and the table of contents).	_____	5 (per page)	_____
3. All pages are numbered in sequence starting with the executive summary and ending with the final page of the appendix. Do not use separate pages between sections or as title pages for sections.	_____	5	_____
4. The written entry follows the outline in the Written Entry Guidelines for the event. Additional subsections are permitted in the body of the written entry.	_____	5	_____
5. The entry must be typed and use a page size of 8½ inches x 11 inches. Handwritten correction, notes, charts and graphs will be penalized.	_____	5	_____

### TOTAL PENALTY POINTS ASSESSED

*A check indicates that the item has been examined.  
A circled number indicates that an infraction has been noted.  
A page number indicates the location of the infraction.*

*If the written entry must be submitted as a printed copy at district/region or association level competition, consult with your chartered association advisor regarding penalty points.*

### PITCH DECK

	CHECKED	PENALTY POINTS ASSESSED	SLIDE NUMBER
1. The Prepared Event Statement of Assurances and Academic Integrity must be signed by all participants and the chapter advisor and turned in with the pitch deck. Only physical signatures or digital signatures will be accepted. Typed names in a font will not be accepted as signatures.	_____	15	_____
2. Limited to 20 slides.	_____	5 (per slide)	_____
3. All slides are numbered in sequence starting with the title slide and ending with the final slide of the appendix.	_____	5	_____
4. The pitch deck follows the outline in the Pitch Deck Guidelines for the event. Additional subsections are permitted.	_____	5	_____
5. The pitch deck must be typed and use a 16:9 aspect ratio. Handwritten correction, notes, charts and graphs will be penalized.	_____	5	_____

### TOTAL PENALTY POINTS ASSESSED

*A check indicates that the item has been examined.  
A circled number indicates that an infraction has been noted.  
A slide number indicates the location of the infraction.*