LFMC TEACHER'S LIST

EVENT: _____ YEAR: _____

CLUB: _____ COUNSELOR: _____

ADDRESS: _____ E-MAIL: _____

_____ ZIP: _____ PHONE: _____

1) If not filing electronically, print form and make proper number of copies.
2) List students alphabetically by last name and **not by class.**
3) List each event on a separate form (tab).
4) Ensemble Events: List each entrant on a separate line, skipping a line between teams.
5) Complete columns 3 through 7 for each entrant..
6) For transfers place an X in the Trans. Column (#12) and indicate previous club name, counselor name, district, city and state in Notes column.
7) Indicate on Comments tab or Notes column any preferences for times, siblings or other students who should be scheduled together.

1	2	3	4	5	6	7	8	9	10	11	12	13
Time	No.	Last Name,	First Name	Prev. Cons. Sup.	Prev. Acc. Pts.	Class	Rating	Curr. Cons. Sup.	Total Acc. Pts.	Gold Cup	Trans.	Notes