

PARENT/GUARDIAN EVENT INFO

Central Regional History Day

St. Cloud State University, Sat. March 29, 2025

Teachers: Please fill out and give to parents.

Your child is registered to take part in the **Central Regional History Day competition**. This sheet provides important details about attendance at this event. Please read carefully!

Location, Directions, and Parking

- **Location and Directions:** The event will take place at St. Cloud State University. Set your GPS to 651 1st Ave. S., St. Cloud. See the following page for a campus map and directions.
- **Parking:** Surface and ramp parking are available on campus for a fee. The 4th Ave. Parking Ramp and Miller Pay Lot are closest to event locations. (Parking for the day in the ramp is \$5.)
- **Upon Arrival:** Students should report to the Atwood Student Center and follow signs to the check-in area on the first floor lobby for check-in. This building is circled on the attached campus map.

Transportation

- Our school **will** travel as a group to the Regional History Day competition. The bus will pick up students at _____ and leave at _____ am/pm. We will return to the school at _____ am/pm.
- Our school **will NOT** travel as a group. Students must arrange their own transportation to the Regional History Day competition.

School Contact

- There **will** be a representative from our school at this event.
Name: _____ Cell Phone: _____
- There **will NOT** be a representative from our school at this event. Please talk to event coordinators at the Event Information desk if you have questions or need assistance.

General Event Schedule

8 – 10 am	Student Check-In , Atwood Student Center Lobby
9 am	Judging Begins , Various Locations
12 pm	Exhibit Hall Closes for Final-Round Judging . Students are not present.
1 pm	Awards Ceremony , Ritchie Auditorium, Stewart Hall

Student Presentation Schedule

Each entry has an assigned time during which students will be interviewed by judges. Before judging, students should check-in, and be at their assigned location at least 15 minutes before the time listed below. If you have a conflict with the time listed below, you must contact the event coordinator as soon as possible! A final schedule is posted online two days before the event. Please check this schedule or at the event information desk for your final presentation time: <https://www.mnhs.org/historyday/contests-and-judging/regional-events>

Student Name: _____

Tentative Presentation Time: _____

Tentative Presentation Location: _____

Check-In and Set-Up Upon Arrival

Check-in will take place in the first-floor lobby of the Atwood Memorial Student Center. All students must check-in before setting up. Exhibits will be set up in the Atwood Student Center. Documentary, Performance, and Website interviews will take place in nearby campus buildings. Please allow time to walk to these buildings before your assigned judging time. [Visit our website](#) with expectations on event attendance or in case of sudden illness.

Category-Specific Notes

- **Exhibit Entries:** Bring four copies of your process paper and bibliography. If you need electricity, you must bring your own extension cord. You are responsible for removing your exhibit when the event is over. Event staff will NOT save projects or bring them back to your school.
- **Documentary Entries:** Bring four copies of your process paper and bibliography. At the contest, you will need to submit a URL (YouTube, Google Drive, Vimeo links, etc.) for a digital copy of the Documentary at the start of your judging time. Judges may use this link to refer to your project during final-round discussions.
- **Performance Entries:** Performance rooms are classroom-size; do not plan on a large stage. You must provide all props. Bring four copies of your process paper and bibliography.
- **Website Entries:** You will be locked out of editing your project one week before the Regional contest. Judges will be reviewing your project during this time in advance of the competition. Upload your process paper and bibliography to the website before the lockout deadline. **Website students should bring a laptop or tablet to the competition to reference during the interview.**

Rules

Complete National History Day rules are available online in the [Contest Rule Book](#).

Interviews

During the interview time, students will discuss their project with judges. Students should not prepare a formal presentation for the interview. Rather, they will respond to judge questions. Questions could cover research, the process of creating the project, or a student's ideas on why their topic is important in history.

Dress Code

There is no dress code for History Day. Students should wear clothing that makes them feel confident!

Public Viewing of Projects

The public is welcome to view Documentaries and Performances as they are presented. The Exhibit hall is open for viewing during the First-Round of judging. Website interviews are open to the public, however, judges have viewed these projects in advance. Website students will respond to interview questions, rather than present their Website. No audience interruptions of student presentations or interviews, other than by judges, will be permitted.

Final-Round Judging

There may be a Final-Round of judging in the Exhibit and Website categories, but students are not present for this round. Exhibits must remain in the Exhibit hall until Final-Round is complete.

Food and Merchandise

A limited number of food vendors will be open in Atwood Student Center. Einstein's will be open from 8 am - 1 pm. Chick-Fil-A will be open from 11 am - 3 pm. Additional food options are near campus. T-shirts and mugs will be available for purchase at the event. We accept cash and credit card.

Accessibility and Accommodations

This event is handicap accessible. If you would like to request accommodations, please contact the event coordinator.

Awards Ceremony, Results, and State History Day

The Awards Ceremony is expected to last approximately 30 minutes. Students do not need to be present at the Awards Ceremony to win. Please be assured that event coordinators are working to make results available as soon as possible. State Qualifiers are eligible to attend State History Day on Sunday, April 27, 2025 at the Minneapolis Convention Center.

Results, Comment Sheets, and Photos

Results and event photographs will be available on the Minnesota History Day website the next business day of the event. Judge comments sheets will be available in zFairs or in the mail to teachers within one week.

Questions?

This event is coordinated by staff from the Minnesota History Day program. If you have questions **in advance of the event** you can contact the event coordinator:

Natalie Polaschek
(651) 259-3429, Natalie.Polaschek@mnhs.org
<http://mnhs.org/historyday/>

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