



ALSA LC UI SECRETARIAT

Student Center, 1st Floor, F Building Faculty of Law, Universitas Indonesia
Depok, Indonesia, 16424

RULES AND REGULATIONS

SPELLING BEE COMPETITION

THE 23RD ALSA NATIONAL ENGLISH COMPETITION

PREFACE

Spelling Bee is a competition of spelling words in English, fast and precisely. In this competition, participants must quickly spell English words spoken by the pronouncer. The words will be derived from the Merriam-Webster Dictionary. The participant who is able to spell the most words correctly in the shortest time will be the winner.

RELEVANT DATES

- 1. Technical Meeting : **Thursday, April 4th, 2019**
- 2. Competition
 - a. Senior High School : **Saturday, April 6th, 2019**
 - b. Varsity : **Sunday, April 7th, 2019**
- 3. Closing Ceremony, Awarding Night
and Winner Announcement : **Tuesday, April 9th, 2019**

PARTICIPANTS

The participants consist of **20 (twenty) Senior High School participants and 20 (twenty) varsity participants.**

Each senior high school and university is allowed to send the maximum of 3 (three) delegates. For every 3 delegates registered, 5% discount will be applied to the registration fee.

PURPOSES

The purposes of this competition are to train the attentiveness in listening to the words and accuracy in spelling the words, enrich vocabularies and enhance their ability in writing and pronouncing English words of the participants.

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COMPETITION SEQUENCES

The competition consists of 3 (three) rounds:

1. Round 1 (one): Preliminary Round
10 (ten) participants with the highest score will go to the semi-final round.
2. Round 2 (two): Semi-final Round
5 (five) participants with the highest score will go to the final round.
3. Round 3 (three): Final Round
The winners will directly be determined from the results of this round.

GENERAL RULES

1. Every participant in this competition must be a **senior high school student or university student.**
2. The committee of ALSA E-Comp 2019 **will not provide refund** for those who are disqualified or quit for any reason.
3. The committee is entitled to unilaterally cancel a competition if the number of participants do not reach the minimum quota as determined by the committee. The minimum quota for each competition:
 - Debate : 20 teams.
 - MUN
 - **United Nations Women (UNW)** : 20 delegates.
 - **United Nations Development Programme (UNDP)** : 20 delegates.
 - **United Nations Human Rights Council (UNHRC)** : 20 delegates.
 - **Economic and Financial Affairs Council (ECOFIN)** : 20 delegates.
 - **Legal Committee (LC)** : 20 delegates.
 - **United Nations Security Council (UNSC)** : 10 delegates.
 - Battle of Brains : 15 teams.
 - Newscasting : 20 participants.
 - Paper Presentation : 15 participants.
 - Speech : 20 participants.
 - Spelling Bee : 15 participants.
 - Storytelling : 20 participants.
4. Every participant who has registered online **MUST** re-register themselves and attend

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the Technical Meeting on **Thursday, April 4th, 2019**. Participants who failed to follow this rule will be **disqualified**. There will be an exception only for those who are not able to come on the re-registration day by sending their permission for absence to the committee beforehand through Anzalta (081288102232 / LINE ID: anzaltata) for senior high school students or Vanya (08176062314 / LINE ID: vanyarisha) for varsity students. The permission for absence must be due to personal urgencies or reasons of which the committee found acceptable and it must be done **maximum 1 (one) day before** the re-registration day.

- 5. The participants who have been registered online can be **replaced** with a new participant **before Monday, March 18th, 2019** or precisely 7 (seven) days after the registration ends by sending the request of replacement to ALSA E-Comp 2019 Registration's e-mail address: registration@alsaecomp.com, with the following format subject: Replacement_(Competition Type)_(Institution) and the following format body mail:

- a. Competition Type :
- b. Institution :
- c. Name of Original Participant :
- d. Name of Replacement Participant :
- e. Name for Certificate (20 characters tops including punctuation marks) :
- f. Reason :

The participant is required to attach any kind of related document that supports the participant's reason (e.g. signed medical permit from hospital). If the committee finds the reason as an acceptable reason, then the committee will send the approval of replacement request to the participant's e-mail address.

- 6. **After Monday, March 18th, 2019** replacement of participants are not allowed and will result in **disqualification**.
- 7. The names registered on the website or the name of the replacement participant registered on the ALSA E-Comp 2019 Registration's e-mail will be the names printed on the certificates with the limit of 20 characters for each name. The committee are not responsible for mistakes and misspelling made by the participant in the

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registration form.

8. Every rule must be followed. **Disqualification for any participant who violates the rule will be under the discretion of the committee to decide unilaterally.**
9. The **certificate** can **ONLY** be taken on the closing ceremony on **Tuesday, April 9th, 2019** by the participants or the representative.
10. The **prize** and the **trophy** for the winner can **ONLY** be taken by the winner on the closing ceremony on **Tuesday, April 9th, 2019**. If the winner cannot be present during the closing ceremony due to several significant reasons (which are allowed only under the approval of the committee), the prize and the trophy can be taken by the representative.

TECHNICAL MEETING

1. Every participant or representative **MUST** attend the Technical Meeting on **Thursday, April 4th, 2019**.
2. Each of the participants will be handed the Rules and Regulations of the competition at the Technical Meeting.
3. The Technical Meeting will be the platform for discussion about the rules to which the competition will be based upon.
4. The committee holds the ultimate control towards deciding whether a rule needs to be changed or not.
5. Results of the Technical Meeting are considered accepted and legitimate by the participants and no objection later will be accepted by the committee.
6. The participant and/or representative who are not able to attend the Technical Meeting due to personal urgencies or for any reason will be considered in favor with all the result of Technical Meeting's discussion, no objection will be accepted by the committee.

ELIGIBILITY

To be eligible to compete, competing individual must:

1. Be enrolled legitimately in a Senior High School or a University by showing the committee a legitimate Student Identity Card at the time of re-registration.

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"ENHANCE YOUR KNOWLEDGE, STEP UP TO THE CHALLENGE"

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2. Have completed the payment of registration fee and was successfully registered as a participant.
3. Note all relevant dates regarding the competition as mentioned in the RELEVANT DATES section.
4. Maintain eligibility at all rounds of the competition. The participant will be **disqualified** if discovered ineligible to compete in any round.
5. Each participant must be present to compete and cannot be represented by anything else other than themselves. Participation by audio, video and/or teleconference is strictly prohibited.

RULES OF THE VENUE

1. The participants must not wear sandals, shorts and/or t-shirt at the premises of the competition. The participants must wear shoes, collared shirt and pants, unless stated otherwise in the specific rules and regulations for every competition.
2. The participants must keep his/her appearance neat and clean.
3. Senior High School students are required to wear their school uniform and shoes, unless stated otherwise in the specific rules and regulations for every competition and/or explained and allowed by the committee.
4. for every competition and/or explained and allowed by the committee.
5. Varsity students are required to wear collared shirt, with their respective university jacket and shoes, unless stated otherwise in the specific rules and regulations for every competition or explained and allowed by the committee.
6. The Participants are not allowed to smoke in the premises, unless in designated smoking area.
7. Littering is also prohibited, please keep the venue nice and clean and put away litters properly.
8. Do not bring any illegal substances or materials, such as illegal drugs and/or weapons especially ones that might cause harm to the other participants.

RULES DURING THE COMPETITION

1. During performances, participants and/or spectators are not allowed to create disturbances and unnecessary noises that might cause distraction to the participants

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- (including but not limited to entering or leaving the premises of the competition during a performance, applause that are not intended in good-faith, laughing or talking loudly, using cameras with flash, sounds from cell phones, etc.)
2. Coaches, teachers and/or spectators **MUST NOT** provide help, assistance and/or answers in any way during making their case, or during the performance to the participants and are only allowed to watch performances.
 3. The committee are allowed to expel coaches, teachers and/or spectators at anytime to prevent cheating.
 4. If the participants are caught cheating, the committee are entitled to unilaterally decides to disqualify participants from the competition.
 5. During the competitions, the registered participants cannot be represented by anyone else, or otherwise will be **disqualified**.
 6. All participants should respect and appreciate every judgement from the judges.
 7. The judges' decisions are final and there are no correspondence pertaining to the judging process will be reconsidered.
 8. When the participants make mistakes when performing, the committee does not compromise and/or allow any pauses of duration nor provide any restart for the participants.
 9. If there are technical difficulties (such as power failure or broken equipment) or should any problems arise during the performance of the participants, to which is no fault of the participants, then the committee might allow a restart with the discretion of the committee with the approval of the judges.
 10. Every participant should be present punctually, at least 1 (one) hour before the competition starts. We do not compromise any tardiness. If the participant is late to be present, then the committee will decide unilaterally to either postpone the performance or disqualify the participants from the competition.

SPECIFIC RULES

1. The words given are based on **Merriam-Webster dictionary**. We will **not** give out a word list to the participants.
2. All cell phones must be **switched off** during the competition. This also applies to the spectators and supporters.

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3. Participants are not allowed to:
 - a. Open any kind of dictionary, electronic included, when the competition is being held;
 - b. Receive any help from spectators and/or supporters;
 - c. Have any contact with the judges;
 - d. Ask the committee about restricted things regarding the competition; and
 - e. **Any violation of the requirements above will result in disqualification.**
4. Judges **may disqualify** any speller who ignores a request to start spelling.
5. The speller must not exceed the time frame given for him or her to start spelling.
6. Having started to spell a word, a speller may stop and start over, retracing the spelling from the beginning, but in retracing there can be **NO change of letters or their sequence from those first pronounced**. If letters or their sequence is changed in the respelling, the speller will be **eliminated**.
7. If a word has one or more homonyms, the pronouncer will indicate which word is to be spelled. If the listed word is not properly identified, either by defining it or using it in a sentence, any correct spelling of any homonym of the word will be accepted.
8. Protests may be filed by anyone (the speller, parent, teacher, etc.) wishing to reinstate a speller into the contest but will not be heard from any individual seeking to dislodge another speller from the competition.
9. Deadline for filing a protest is before the speller affected would have received his/ her word and he/she stayed in the contest. **NO PROTEST** will be listened after that word has been given to another speller.
10. Protests should be verbally made to a designated person immediately or upon completion of a round. It is especially important to speak up right away when there are only two or three spellers left.
11. The committee and judges are in complete control of the competition. Their decisions are final.
12. Only the semi-final and final rounds are open for public. The preliminary round will not allow audience to be inside the venue.

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MATCHES ROUND

ROUND 1 (ONE): PRELIMINARY

1. Each participant must write down the right spelling for the words pronounced by the pronouncer and the participant is not allowed to ask the definition of the word.
2. The participants will need to bring a **black pen** (because the committee will not be providing any). This is to test the listening and spelling skills of the participants.
3. There is no reduction point for this round.
4. Each correct answer will be worth 1 (one) point. In total, participants must write down 100 (one hundred) words to gather 100 (one hundred) points.
5. Participants will be given 20 (twenty) seconds to write down their answer for every question.
6. ONLY in First Round of the competition:
 - a) All the participants will be given a lined paper.
 - b) Pronouncer will spell all the words from the list; by then, all the participants are required to fill out the words spelled by the pronouncer.
 - c) All of the words **MUST** be written in capital letters.
 - d) The pronouncer will repeat each word twice to give a chance for participants to hear the given word more than once.
 - e) If a participant misspells a word and intends on correcting it, the participant may do so by simply crossing out the previous spelling and write the correct spelling.
 - f) Each of the participants will be scored by the number of their correct answers.

ROUND 2 (TWO): SEMI-FINAL

1. All 10 (ten) participants will be divided into 2 (two) groups of 5 (five) and each group will enter the venue one-by-one. During the contest, each participant will have to spell out 10 (ten) words given by the pronouncer. Participants are **not allowed** to hold any writing tools and paper. Each participant will be given **30 (thirty) seconds** to think and spell each word.

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Time (second)	Points gained
0-5	10
6- 10	8
11 – 20	5
21 – 30	3
> 30	0

2. The time will be started after the pronouncer responds to the speller’s requests for the question and/or answer options to be repeated.
3. Participants who spell all the words correctly in the fastest range of time will get 100 (one hundred) points. 5 (five) participants with the highest score will proceed to the final round.
4. There is no point reduction.
5. ONLY in the **Second Round** of the competition:
 - a. Participants are allowed to ask the pronouncer to repeat the given word one more time.
 - b. Participants may ask for the definition of the word or the example of the word used in a sentence.
 - c. The judges may not disqualify a speller for failing to pronounce the word either before or after spelling it.
 - d. The pronouncer will be assured that the speller has heard the word correctly if he or she pronounces it before beginning to spell it.
 - e. The judges will know that the speller is done if the contestant pronounces the word after spelling it.

ROUND 3 (THREE): FINAL

1. All 5 (five) participants will be asked to spell the words given perfectly within a **30**

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- (**thirty**) **seconds** time frame. If the first participant is unable to spell the word correctly while the other participant can, the one who spelled correctly will get the point and the one who failed to spell correctly will be disqualified.
2. Participants are allowed to ask the pronouncer to repeat the given word one more time, but will no longer be allowed to ask for the definition of the word or the example of the word used in a sentence.
 3. In the case where all participants are unable to spell the word correctly, the competition will continue to the next round in which the pronouncer will give all participants new words to spell.
 4. The last participant standing will be the winner of the round.
 5. **ONLY** in the **Third Round**:
 - a. When one speller misspells a word, the next speller will be given an opportunity to spell that same word (the order of which speller gets the chance to spell next is according to the speller's number that is given at the re-registration on the final round of the competition). The next speller in line will be chosen randomly by the pronouncer.
 - b. If the next speller spells that word correctly, the speller who initially was given the word but misspelled it, will be disqualified.

These rules apply to all participants of this Spelling Bee competition of The 23rd ALSA National English Competition. These rules may not be supplanted or modified except by the authorized committee. All participants are obligated to obey the rules.

CONTACT PERSONS

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