



**INTERNATIONAL
TRAINING INSTITUTE**
For the Sheet Metal and
Air Conditioning Industry

**2010
UNIFIED CONTEST**

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CONTESTANT RULES

1. Contestants must use the transportation to and from the training center that is provided by the Contest Committee.
2. If a contestant misses the bus to the training center, they will not be allowed to compete in that portion of the competition. In any case, do not travel to the training center on your own.
3. A proctor or an appropriate contest official will escort contestants requiring a break from the contest areas during any phase of the contest. Contestants will not be allowed to depart the contest areas without approval of contest officials.
4. Contestants shall not attend contest sessions other than those assigned on their schedule. Discussion of project details, examination questions, etc. with others is prohibited until after completion of all phases of the competition.
5. During the competition the contestants must display on their person the code number that has been assigned to them by the ITI.
6. Wearing of rings, wristwatches, or other jewelry while competing in the shop or welding areas is absolutely forbidden.
7. Sneakers, open toe sandals or butane lighters will not be permitted in the shop or welding areas. Contestants shall wear safety glasses or other eye protection at all times while in the shop areas.
8. The use of cell phones during the contest is not permitted. All cell phones found in the competition area must be left with the proctors at the beginning of each phase of competition and will be returned at the conclusion of that phase.
9. Contestants must comply with all safety rules, which apply to the use of shop equipment, hand tools, goggles, welding helmets, etc.
10. Smoking, the use of chewing tobacco, beverages, or food will not be permitted in the shop or contest areas. The use of alcohol or drugs is strictly prohibited in any phase of the contest. Any contestant found under the influence of any substance will be indefinitely suspended from the contest.
11. Contestants may not ask of the proctors any type of technical questions which pertain to the project or examination.
12. Contestants are required to remain with their assigned groups throughout each day of competition.

13. Allocation of time for each phase of the contest as determined by the iTi Contest Committee will be adhered to under all circumstances. Exception to this rule shall only apply when the Contest Committee determines a problem exists with the physical layout of the test facility (equipment and tools) or with the acquisition of materials (metal, paper, etc.) required to conduct the contest. Such determinations will be made by the Contest Committee
14. Any scheduled lost time caused by late starts, equipment malfunction, etc. will not be deducted from the actual competition time. This rule does not apply to time lost due to the fault of an individual contestant.
15. At least two proctors will monitor each phase of the contest.
16. Contestants must use only those hand tools, sketching & drawing instruments, and other devices approved by the Contest Committee. The use of templates, lettering guides, protractors, magnifying glasses, charts and math tables are prohibited except for those approved by the Contest Committee. Note the small operator's booklet located in a slot on the backside of the iTi Sheet Metal HVAC Pro calculator is **NOT** approved for use during any phase of the competition. Contestants found to be using any unapproved items during the competition shall have those items confiscated immediately by the proctors. The Contest Committee may also impose a penalty to that contestant's score for that phase of the contest. All confiscated items will be returned to the contestant at the discretion of the Contest Committee.
17. Only the Sheet Metal ITI HVAC Pro Calculators are approved for use during all phases of the contest (Fabrication, Practical, Written Examination, etc.). The contestant is responsible for providing their own ITI HVAC Pro Calculator for use during the competition.
18. Industrial contestants are permitted to bring their own welding hoods to the competition, although welding hoods will be supplied at the contest site.
19. Contestants shall only place identifying marks such as code numbers on there projects when instructed to do so and then only in the designated locations.
20. Contestants, when undergoing any written response examination, are allowed within the limits of the instructions provided, to proceed answering all questions they are certain of, then as time will permit, to answer the remaining questions.
21. Rooms in which the judging and scorekeeping are being conducted are absolutely restricted to only the persons assigned to those respective duties by the Committee.
22. Spectators will not be allowed to view any portion of the competition.
23. All contest materials are the property of the International Training Institute and must be returned to the International Training Institute. This includes all sketches, examinations and supplies furnished for the competition by the iTi. Contestants must also turn in all scratch paper, notes, pencils and other provided materials to the proctors when turning in their projects or examinations.
24. Any contestant(s) or other person(s) having viewed a violation of contest rules by a contestant, and wishes to report the violation, must notify a contest official within one hour after the termination of the competition of that day.