

*MISS EBONY  
SCHOLARSHIP  
PAGEANT  
OFFICIAL  
CONTESTANTS'  
MANUAL*

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## Welcome

Welcome to the Indiana State University Miss Ebony Scholarship Pageant. We are honored that you have decided to compete in this extremely unique pageant. Miss Ebony is open to all women who understand that this is not a “beauty pageant” but a program that judges women on a broad range of qualities: personal interview, formal interview wear, talent, and the capability to speak with confidence, poise and grace. Women in this pageant are intelligent, talented, and accomplished and are seeking ways that assist them in pursuing their life goals educationally and professionally.

The information contained within this manual will be discussed with you by the Director. Feel free to ask questions and keep asking until you have all of your questions and/or concerns answered.

You will be asked to complete forms and provide a lot of information. You will be asked to abide by rules and guidelines. Please understand that in order to remain in the competition, you **must agree and abide** by these rules and guidelines. It is extremely important that you do.

We wish you luck!

But, most importantly have fun!

<b>Miss Ebony Scholarship Pageant Forms and Document List</b>			
<b>Items Due</b>	<b>Date Due</b>	<b>Date Received</b>	<b>Rec'd By</b>
Application			
Requirements, Rules, and Code of Conduct			
Transcript			
Eligibility Identification			
Resume			
Talent Request Form			
Model Release Form			
Internet Acceptable Use Policy			
Platform Statement Form			
Official College Registration for Current Classes			

## **Contestant Qualifications for Participation in Miss Ebony Scholarship Pageant**

### **Requirements for Participation**

- ≈ Must be a currently enrolled female student at Indiana State University
- ≈ Must have a high school (entering freshman only) or undergraduate cumulative GPA of 2.5
- ≈ Must be in good academic and judicial standing at Indiana State University

### **Areas of Competition**

- ≈ Private Interview with judges: 25%
- ≈ Interview Attire: 15%
- ≈ Talent: 25%
- ≈ Evening Wear: 20%
- ≈ Onstage Interview: 15%

### **Participation Guidelines**

1. A contestant must be a high school graduate or have successfully completed the G.E.D. testing program for high school equivalency or have successfully completed the academic requirements for entry into Indiana State University by July 30, 2014
2. A contestant must be female and shall always have been female
3. A contestant must be of good character and must not have been involved at any time in any act of moral turpitude. She must not have been convicted of any crime nor have any criminal charge pending against her. She may not have been involved in any activity that is or could be characterized as dishonest, immoral, indecent, or in bad taste
4. A contestant must be in reasonably good health and can to the best of her knowledge participate fully and without limitation in any pageant activities
5. A contestant must possess poise, personality, intelligence, charm, and must possess and display talent. Talent may consist of singing, dancing, playing a musical instrument, dramatic reading, art display, dress designing or a talk. Other talent may be used by contestants provided said other talent has been specifically approved in writing by the Director
6. A contestant's talent may be amateur or professional
7. Every contestant must be able to provide **one** of the following to determine eligibility:
  - a. Valid and current driver's license or state issued id
  - b. Valid and current passport
  - c. Indiana State University valid and current student id card
  - d. Current and valid voter's registration
8. All contestants must be able to sign the contract prior to competing

## Production

### General Guidelines

1. The object of pageant production is to present an entertaining show to the audience that will give each contestant an equal opportunity to compete
2. **No contestant should be allowed to compete without attending a minimum of one full rehearsal**
3. Good taste is required in all phases of competition. No vulgar talents, indiscreet or inappropriate eveningwear will be permitted. Dress rehearsals will intercept these possibilities

### Private Interview

1. Contestants will wear an outfit that reflects their personality and should be age appropriate
2. All interviews will be no longer than 7 minutes
3. There is no opening statement. The judges immediately start the interview
4. At 6 minutes 30 seconds, the contestant is given the opportunity to make a 30 second closing statement
5. If discussion ends before the 30 seconds are up, then the interview is over
6. The interview is confidential even after the pageant is over

### Interview Attire

1. From the beginning of the contestant's introduction to the end of her walk-turn segment, each contestant's time in Interview Attire competition should not exceed 20 seconds
2. Background music will be provided
3. The clothes you wear affect all your attitude and confidence levels
4. When people take the time to dress for success, they tend to feel good about themselves
5. Image alone will not win the job offer, but it will go a long way in building respect
6. How would you want an employer to see you on that first job interview?

### Talent

1. You can be born with these, or work up to them: singing; flexibility; acting; classical music; dancing (ballet, modern, tap, lyrical); gymnastics; cheerleading; acting, etc.
2. All talent performers are solo acts and must be performed with no other person on the stage
3. No acts which may constitute a danger require elaborate prop setup or use of live animals will be permitted
4. Talent must be live. If taped accompaniment is used and the contestant pantomimes, the name of the artist on the recording must be disclosed in the talent introduction and there can be no illusion that the contestant is singing
5. There can be **no duplication of a talent** act among the contestants. For example: A contestant may not include in a vocal medley the same song another contestant is planning to sing as a solo or as part of a different medley. **BUT**, the same song may be played by one contestant on a musical instrument, sung by another contestant, and used as accompaniment for a dancer
6. The time limit for talent presentation is **90 seconds**. Nothing longer will be accepted, and this **WILL** be strictly enforced! Contestants should plan a performance that will not exceed this limit. Judges will be informed immediately if a contestant runs over her allotted time. Each judge will then use this information to assist in determining his/her score of the contestant's talent competition

7. A contestant may pre-record herself as a back-up vocalist or instrumental accompanist and use that tape to accompany her live talent performance. However, it cannot be announced to the judges that the accompaniment tape contains any performance by the contestant. She will be judged solely on what she is doing live, and no exceptions will be made to this. A talent cannot be performed electronically (i.e. video tape) or with live accompaniment
8. Regardless of the talent performed, the background tape cannot have voices, instruments, or other noises which mimic the talent of the contestant. A vocalist may have background vocals with "oohs and aahs" or other *background* lyrics, but cannot have a tape with a voice singing the melody line for the contestant to sing along with. The same would be said for instrumentalists, dancers, and any other talent which could provide for an unfair advantage if a judge could not delineate from the talent on the track versus the live performance of the contestant
9. If technical difficulties prevent a contestant from performing any phase of competition, fairness dictates that she be allowed a restart. The decision for the restart should be made with Director and the judges' panel

### **Evening Wear**

1. Contestants are allowed to wear any type of Evening Wear (i.e. pants, cocktail dresses, or the traditional gown)
2. Background music will be provided

### **On-stage Question**

1. Every contestant will be asked one question during the competition
2. The question is not limited to the contestant's platform
3. The complexity of each question should be the same for all contestants
4. These questions should be submitted to the Field Director at the dress rehearsal
5. Question examples:
  - a. How is your platform impacting your local community?
  - b. How has working with your platform changed your life?
  - c. How would you implement your platform at the state level?
  - d. How do you feel you are making a difference in the lives of others?
  - e. Share with us your most memorable experience you have had while working with your platform?

### **Awards**

#### **Top Three Finalists**

1. The winner and two runners-up will be announced from the entire group of contestants
2. After all competitions are complete, the top three finalists will be given to the judges
3. The auditors will hand the head judge a final ballot in competition order
4. The auditor and head judge signs the final ballot and pass to the emcee to be announced
  - ≈ Winner – Miss Ebony \$1500 scholarship
  - ≈ 1<sup>st</sup> Runner-up \$750 scholarship
  - ≈ 2<sup>nd</sup> Runner-up \$500 scholarship

### **Miss Congeniality**

1. This is the only award voted on by the contestants themselves
2. The current definition of the award is that it "reflects the respect and admiration of the delegate's peers, who voted for her as the most congenial, charismatic and inspirational participant"
3. Voting is done two weeks before the pageant
4. This contestant receives a trophy

### **Audience Choice**

1. This is based on the contestant who collects the most during tabling events and via ticket sales
2. This contestant receives a trophy
3. Funds received during tabling will be donated to the contestant with the highest amount collected to a charity of their choice (funds collected during tabling and contestant ticket sales will be added together to determine winner)

### **Scoring**

Judges will score each area of competition. Each contestant is scored individually, not comparatively. Each contestant is scored immediately after each phase of competition. Scores are 1-10, whole numbers only.

<b>Below Average</b>	<b>1-3</b>
<b>Average</b>	4-6
<b>Above Average</b>	7-9
<b>Perfect</b>	10

### **Closing Thoughts and Protocol**

The contestants ask for fairness and good judgment. While the audience looks for judges to agree with their choice, everyone must remember that the audience does not see the Private Interview with the Judges which is 25% of contestants' score.

Professional conduct is an imperative by judges and contestants. A few helpful guidelines and protocols follow:

- ≈ Judges cannot speak to nor have any contact with you outside of judging. If you approach a judge for any reason, you can be disqualified from the competition
- ≈ Even after the Pageant, judges cannot discuss scores with anyone or answer questions about how a contestant could have done better
- ≈ Judges cannot discuss scores or presentations among themselves. They must avoid even the appearance of conspiracy



- ≈ Judges cannot give undivided attention to a contestant while she is competing and cannot indicate approval, disapproval or uneven reactions. Even polite applause should be avoided
- ≈ Judges should refrain from distracting mannerisms (e.g. don't take pictures or draw undue attention)

### Miss Ebony Scholarship Pageant Fact Sheet

Please complete all of the following questions. This information is used to prepare your “Contestant Profile”. It gives your judges a sense of your personality.

**Due Date:**

<b>Name:</b>
<b>Hometown:</b>
<b>Age:</b>
<b>Platform:</b>
<b>Talent:</b>
<b>Major:</b>
<b>Minor:</b>
<b>What is my scholastic ambition?</b>
<b>List scholastic honors:</b>  _____
<b>Greatest non-academic accomplishment:</b>   
<b>Favorite style of music?</b>
<b>Favorite movie genre and why?</b>   
<b>Favorite gadget?</b>
<b>Favorite place to visit?</b>
<b>Favorite food?</b>
<b>If I was on a deserted island, what book would I want?</b>   
<b>What is your favorite?</b>
<b>Sport:</b> _____ <b>Sports Team:</b> _____
<b>Actor:</b> _____ <b>Actress:</b> _____
<b>Television Program:</b>
<b>Wardrobe Accessory:</b>

<b>Things to do on a weekend:</b>
<b>Hobbies:</b>
<b>Please keep the answers to the following questions to two sentences or less:</b>
<b>Favorite subject in high school?</b>
<b>What was I like when I was a child?</b>
<b>Who is the most influential person in my life?</b>
<b>What is the one thing about me that people I meet may not immediately realize?</b>
<b>One defining moment in my life.</b>
<b>One important thing I have learned from being in the Miss Ebony Pageant?</b>
<b>Secret wish or dream?</b>

<b>Is there a personal connection that made you pick your platform?</b>
<b>One thing I can't live without?</b>
<b>My best friend would describe me as:</b>
<b>Something interesting about my family:</b>
<b>Funniest or most embarrassing thing that has ever happened to me:</b>
<b>One thing I'd like to try that is out of character for me:</b>
<b>Do you have any pets? If so, what kind and tell us their names:</b>
<b>Thank You and Good Luck!</b>



**Model Release Form**

For good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, I hereby grant Indiana State University, its employees, legal representatives, and assigns, those for whom ISU is acting and those acting with ISU’s authority and permission, the irrevocable and unrestricted right and permission to copyright in ISU’s name or otherwise, and use; publish, and republish photographic portraits, images or video of \_\_\_\_\_(model name) in whole or in part, as part of a composite or distorted in character or form, without restriction as to the changes or alterations, in conjunction with my own or a fictitious name, or reproductions in color or otherwise made through any medium, and in any and all media now or hereafter known for illustration, promotion, art, editorial, advertising, trade, publishing, or any other purpose whatsoever. I also consent to the use of any printed matter or video in connection therewith.

I hereby waive any right that I may have to inspect or approve the finished product or products and the advertising copy or other matter that may be used in connection therewith or the use to which it may be applied.

I hereby release, discharge, and agree to save harmless Indiana State University, its employees, legal representatives and assigns, and all person acting under ISU’s permission or authority from any liability by virtue of any blurring, distortion, alteration, optical illusion, or use in composite form, whether intentional or otherwise that may occur or be produced in the taking of such photographic portraits, images or video in any subsequent processing thereof, as well as any publication thereof, including without limitation and claims for libel or invasion of privacy.

I hereby warrant that I am of full legal age and have the right to contract in my own name. I have read the above authorization, release, and agreement, prior to its execution, and I am fully familiar with the contents thereof. This release shall be binding upon ISU, its employees, legal representatives and assigns.

---

**MODEL**

NAME (PRINT) \_\_\_\_\_

SIGNATURE \_\_\_\_\_

ADDRESS \_\_\_\_\_

DATE \_\_\_\_\_

PHONE \_\_\_\_\_

CITY \_\_\_\_\_

STATE \_\_\_\_\_ ZIP \_\_\_\_\_

E-MAIL \_\_\_\_\_

**Parent or Guardian (if under 18 years of age)**

NAME (PRINT) \_\_\_\_\_

SIGNATURE \_\_\_\_\_

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**WITNESS (NOTE: Must be of legal age)**

NAME (PRINT) \_\_\_\_\_

SIGNATURE \_\_\_\_\_

## **Miss Ebony Scholarship Pageant Requirements, Rules, and Code of Conduct**

### **Requirements for Participation**

1. Must be a currently enrolled female student at Indiana State University
2. Must have a high school (entering freshman only) or undergraduate cumulative GPA of 2.5
3. Must be in good academic and judicial standing at Indiana State University

### **Areas of Competition**

1. Private Interview with judges: 25%
2. Interview Attire: 15%
3. Talent: 25%
4. Evening Wear: 20%
5. Onstage Interview: 15%

### **Rules**

1. **Contestants agrees to attend ALL scheduled practices and rehearsals (typically 3 practices, 1 rehearsal)**
2. Each contestant must sign the Code of Conduct Agreement before she may begin ANY pageant sessions or activities
3. All rehearsals including dress rehearsal are closed to all except contestants and hostess
4. The director must approve all clothes - once clothes are approved, **no changes can be made**
5. Contestants, hostesses, or parents are NEVER allowed to approach the judges prior to or during the competitions. Failure to observe this rule will risk IMMEDIATE disqualification
6. Under no circumstances will contestants have the right to view anyone's scores but their own

### **Conduct**

1. Contestant affirms that she is and will continue to be a person of good moral character, that she has not committed and will not commit any act inconsistent with the highest standards of public morals and conventions or that will reflect unfavorably on the pageant
2. Contestants are expected to conduct themselves in a courteous, professional manner at all times during the pageant and while representing the pageant
3. Defamatory and/or verbal remarks against the pageant will result in immediate disqualification, forfeiture of any prizes and awards won
4. Good sportsmanship is expected at all times
5. Disruptive behavior before, during or after the pageant will result in disqualification and removal from the premises

6. The undersigned hereby agree to the following rules and stipulations put forth by the Indiana State University Miss Ebony Scholarship Pageant Committee. The contestants must adhere to the following rules:
  - ≈ All activity should uphold the moral character, honor and status of the crown
  - ≈ No public display of drinking alcoholic beverages
  - ≈ No indecent exposure of any sort at any time
  - ≈ No felony may be committed
  
7. **I give the Miss Ebony Scholarship Pageant Committee permission to verify that I am in good judicial standing and to review my academic records to verify my GPA.**

Any violation of the above **Miss Ebony Scholarship Pageant Requirements, Rules, and Code of Conduct** will result in the forfeiture of any crown, prizes, scholarship, and monies I may receive associated with any title earned during the Indiana State University Miss Ebony Scholarship Pageant.

I understand and agree to abide and uphold these Requirements, Rules, and Code of Conduct. Any falsification of the information supplied to Indiana State University Miss Ebony Scholarship Pageant Committee will result in immediate withdrawal of my application and forfeiture of all proceeds gained.

Contestant Name: \_\_\_\_\_

Contestant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Parent/Legal Guardian Name: \_\_\_\_\_

Parent/Legal Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_\_



## **Miss Ebony Scholarship Pageant Internet Acceptable Use Policy**

### **Introduction**

This policy is applicable to all who participate in and associate with “Users” the Miss Ebony Scholarship Pageant of Indiana State University.

The Internet provides a source of information that can benefit everyone. Therefore, it is the policy that all who participating in and associated with the Miss Ebony pageant and access the Internet should practice safe, lawful, ethical, moral and proper internet practices, and agree to the conditions and requirements of this policy.

All participating in and those associated with the Miss Ebony pageant have a responsibility to help make the Internet a safe, secure and productive information and communication tool for our sponsors and users.

**All contestants must agree to this policy and positively affirm, attest and swear with a signature.**

The statement will be filed with your records.

### **Policy Overview**

This Acceptable Use Policy is designed to help all understand the Miss Ebony Scholarship Pageant of Indiana State University requirements and expectations for the use of, as applicable, the Internet and all its components including but not limited to electronic mail (e-mail), the World Wide Web (Web), newsgroups, blogs, message boards, YouTube, Facebook, MySpace, etc.

The Internet is a communication tool. All participating in and those associated with the Miss Ebony Scholarship Pageant are required to properly and appropriately use the Internet. Proper use requires that Users respect all copyrights, software licensing rules, property rights, and the privacy of others. Users may not use the Internet for any purpose that would reflect negatively on the Miss Ebony Scholarship Pageant or any other contestants, past or present.

Unlawful or inappropriate Internet usage may damage the reputation of the User or others and expose the Miss Ebony Scholarship Pageant to legal liabilities.

Internet usage, whether by e-mail, newsgroups, and social networking groups, chat sessions, or otherwise, may be seen by millions of other Users, and forwarded or retained electronically by any number of them. Therefore, Users may not make any comment that may be misrepresented as being the Miss Ebony Scholarship Pageant's position unless empowered to make such a comment.

## Policy Provisions

1. The Miss Ebony Scholarship Pageant may periodically monitor websites, YouTube, Facebook and MySpace pages and any of the social networking sites
2. The purposeful display of any kind of sexually explicit or discriminatory (as it pertains to race, color, religion, national origin, gender, marital status, age, sexual orientation, sexual identity, political beliefs, receipt of financial aid, or disability) image, words or document by a contestant is a violation of this policy. Other inappropriate uses of the Internet include:
  - a. Uploading, downloading, or otherwise knowingly accessing or transmitting in any fashion:
    - i. Abusive, hateful, degrading, demeaning, derogatory or defamatory materials, information, or communications. Emphasis is added as it pertains to race, color, religion, age, national origin, gender, sexual orientation, political beliefs, or disability
    - ii. Pornographic, obscene, sexually explicit, indecent, or vulgar materials, information, or communications
    - iii. Any rude or abusive language, or negative characterizations of others or of the Miss Ebony Scholarship Pageant
  - b. Sending e-mail or otherwise transmitting anything anonymously or under an alias unless authorized
3. Personal views may not be presented as though they are that of the Miss Ebony Scholarship Pageant. Unless specifically authorized and as necessary in the performance of your duties
4. You may not speak or write in the name of the Miss Ebony Scholarship Pageant

I fully understand the terms of this policy and agree to abide by them. I realize that the Miss Ebony Scholarship Pageant may in its discretion monitor my personal internet presence including my website and any social networking sites such as MySpace, Facebook, Twitter, Instagram, LinkedIn, Pinterest, YouTube, etc.

Any violation of the above **Miss Ebony Scholarship Pageant Internet Acceptable Use Policy** will result in the forfeiture of any crown, prizes, scholarship, and monies associated with the title by action of the Indiana State University Miss Ebony Scholarship Pageant Committee.

Additionally, I understand I know violation of this policy could bar me from participation in the Miss Ebony Scholarship Pageant.

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Print Name

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Signature

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Date

**Miss Ebony Scholarship Pageant Talent Request Form**

**Contestant Number:** \_\_\_\_\_

**Contestant Number:** \_\_\_\_\_

**All talents must be in good taste.** If you have any questions about whether your talent is appropriate, please ask the Director before submitting your talent request. If your talent is found not to be in good taste at the rehearsal, you will have to change your talent or you will not be permitted to participate in the pageant. Decision as to whether a talent is in good or bad taste is at the sole discretion of the Director and Committee.

**Rules:**

- ≈ Regardless of talent performed, the background tape cannot have voices, instruments, or other noises which mimic the talent of the contestant
- ≈ **Talent is limited to 90 seconds total**
- ≈ In case of duplicate requests, the Talent Request Form received first will prevail
- ≈ All talent performers are solo acts and must be performed with no other person on the stage
- ≈ Talent must be live
- ≈ Props must actually be used in the talent and may not sit on stage as a visual prop

**Type of Talent (check one):**

Vocal     Playing instrument     Dancing     Poetry     Comedy

Other (specify) \_\_\_\_\_

Music Title: \_\_\_\_\_

Composer/Artist: \_\_\_\_\_

Props? \_\_\_\_\_ Music Timed At: \_\_\_\_\_

Do you need:  stand mic     lavalier mic    \_\_\_\_\_ Other (specify)

Talent Introduction: (A brief description)

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_



**Here is just a beginning list ideas that might spark your interest in looking for your pageant platform**

- ≈ March of Dimes
- ≈ Boys and Girls Club of America
- ≈ Girl Scouts of America
- ≈ Helping Hand for America's Seniors (visiting nursing home residents)
- ≈ Eating Disorder Education and Awareness
- ≈ Bullying
- ≈ Volunteerism
- ≈ Susan G. Komen Foundation
- ≈ Preventing Domestic Violence
- ≈ Mentoring
- ≈ Girls Inc.
- ≈ AIDS Awareness
- ≈ Homelessness Prevention and Awareness
- ≈ Support of the Arts
- ≈ Connecting the Generations
- ≈ Positive Body Image
- ≈ Fighting Childhood Hunger
- ≈ Raising Awareness of Human Trafficking
- ≈ Organ Donation
- ≈ Asthma Awareness
- ≈ Prevention of Underage Drinking
- ≈ Cancer Prevention through Overall Wellness
- ≈ Literacy/Read Across America
- ≈ Equality
- ≈ Cancer Research
- ≈ Youth Leadership Development
- ≈ Character Development
- ≈ Child Exploitation
- ≈ Consequences of Peer Pressure
- ≈ Children's Miracle Network
- ≈ Dangers of Distracted Driving/ Texting While Driving
- ≈ Dress for Success
- ≈ Dropout Prevention
- ≈ Autism Speaks
- ≈ Dance: Movement Towards Better Health
- ≈ Building Positive Self-Image
- ≈ Heart Health & Cardiovascular Disease Prevention
- ≈ Care for animals
- ≈ Internet/social media safety
- ≈ Second Harvest Food Bank
- ≈ Obesity