Our concept of Democracy rests upon faith in the value of the individual. Our system of government and our way of life assume that every citizen has the right to a voice in determining the policies that affect his/her well-being.

Student Congress has been called “a realistic approach to the democratic idea of cooperative discussion.” The idea on which it is based – that of getting representative student leaders to consider some of the problems which actually confront our lawmakers – is excellent. Training of this sort is invaluable. It is, in a sense, a preparation for real life.

For obtaining practice in the various types of public speaking, gaining a better knowledge of political science, provoking practice in discussion, debate, and parliamentary procedure, and learning to know students of other high schools, the Student Congress serves as an excellent demonstration of Democracy at work.

Oath of Office:

I do solemnly swear that I will support and defend the Constitution of the United States against all enemies, foreign and domestic; that I will bear true faith and allegiance to the Constitution; that I take this obligation freely, without any mental reservation or purpose of evasion; and that I will well and faithfully discharge the duties of the office on which I am about to enter, so help me God.

NATIONAL FORENSIC LEAGUE

2001
CONGRESS TEXTBOOK
Understanding Legislation

A bill is an enumeration of specific provisions which if enacted will have the force of law. A resolution is simply a generalized statement expressing a conviction or sentiment. A resolution will generally center debate on the broad principles of the concept; a bill is more apt to delve into the merits of the specific provisions it contains. Although they are not necessary, a resolution may have whereas clauses, but a bill never has them. The use of both bills and resolutions will add variety to congress proceedings.

Resolutions

A simple resolution is passed by one house alone. Simple resolutions are usually generalized statements expressing the belief of the group adopting them, and they do not have the force of law. Constitutional amendments fall into this category since they must be submitted to the states after they are passed by congress. Resolutions may be preceded by one or more whereas clauses, stating the principal reasons for adopting the resolution, but their number should be limited and may be omitted altogether.

Simple Resolution

1. Whereas, it is axiomatic that it is fundamental to our country and her constitutional way of life that where the Press can continue to be free, so, too, will our people remain free, and
2. Whereas, freedom of the Press may be stifled by direct or indirect restraints, and currently is, and
3. Whereas, the disclosure of confidential news sources threatens the Press’s ability to obtain information, and
4. Whereas, research shows that every major scandal in public office in the past twenty years was revealed by journalists, and
5. Whereas, if we fail to protect confidential news sources we may never have this information again, and
6. Whereas, the failure to guarantee confidentiality of news sources threatens to preclude the fulfillment of the public’s right to know, therefore
7. BE IT RESOLVED by the House of Representatives in Student Congress assembled that two levels of protection for newsman’s sources will be established:
8. 1. An absolute immunity from forced disclosure before grand juries, legislative committees, and government agencies.
9. 2. A severely limited immunity before open courts involved in criminal cases.

A joint resolution is introduced into both houses of the legislature at about the same time. A joint resolution does not have “whereas clauses.” After passing both houses of congress, a joint resolution must be signed by the President.

Joint Resolution

1. BE IT RESOLVED by the National Student Congress assembled that the voluntary partial payment of a claim based on alleged liability without having such payment construed as an admission of liability on the part of the person so charged.
2. Section 1. The voluntary partial payment of a claim against any person based on alleged liability of that person for injury arising out of any occurrence shall not be construed as an admission of fault or liability. Such payment shall not be admissible in any action, as evidence, for the purpose of determining the amount of any judgment with respect to the same parties as to such occurrence, nor shall any payment hinder admission of evidence.

3. Section 2. After judgment, however any payment shall, be treated as credit against the judgment and shall be deductible from the amount of the judgment.

A concurrent resolution is one which reflects the attitudes of both the House and the Senate of a Congress. The same identical words are used by both bodies. Special Concurrent Resolutions will be prepared by the Presiding officers of both Congresses.

A Concurrent Resolution

1. Whereas: Inefficiency has resulted in the present postal system of the United States, and
2. Whereas: Private enterprise can alleviate this problem which is inherent in a program administered by bureaucrats, and
3. Whereas: Private enterprise would select officials on a basis of ability rather than political partisanship,
4. BE IT RESOLVED:
5. Section 1. That the United States Post Office be removed from the Cabinet and be set up as a government corporation.
6. Section 2. That a board of directors be appointed by the President and approved by Congress to run the corporation.
7. Section 3. That the Board of Directors select a professional executive to manage the postal system.
8. Section 4. That the postal system be financed by postal revenues, the sale of bonds, and Congressional grants.

Bills

A bill is an enumeration of specific provisions which if enacted will have the force of law. It must be definite; it must state exactly what is to be done or not to be done. A penalty must be stipulated or the law will not have force. A bill does not have “whereas clauses.”

A Bill

1. Be it enacted by the Senate in Student Congress assembled that
2. Section 1. All journalists and news reporters or anyone associated with publication, news service, or radio or television, be protected from identifying confidential sources or produce unpublished information.
3. Section 2. An instance in which only all three of the following conditions are met will a journalist or news reporter, or anyone associated with publication, news service, or radio or television, be compelled to reveal confidential sources, or unpublished information.
4. A. There is evidence that protected person has information of a law violation.
5. B. There is no alternate means of obtaining the information.
6. C. There is a compelling and overriding national interest in the information or source.
7. Section 3. Anyone found in violation, either by withholding evidence that meets the three requirements or by illegally obtaining confidential sources or unpublished information, can receive a minimum sentence of four years in prison and/or $4000 fine.

Preparing Legislation

In constructing your bill or resolution, be sure that the following procedures are followed:

1. The bill or resolution must be typed.
2. The typing must be double spaced, and the bill or resolution may not be longer than one page.

3. The first words of a bill are "Be It Enacted" following any whereas clauses the first words of a resolution are "Be It Resolved."

4. Each line of a bill or resolution must be numbered.

5. A resolution may be preceded by one or more "whereas clauses" but bills and joint resolutions never have them.

6. The language of a bill must always be in the imperative mood. That is, it must state exactly what is to be done and by whom. Bills and/or resolutions that do not conform to the NFL Congress guidelines may be rejected from consideration for the Student Congress calendar.

**Offering Amendments**

Amendments must be in writing and state exactly the words to be added or stricken out. They will be considered only if they are presented to the Presiding Officer before being introduced from the floor on the proper amendment form and only if they receive a second from one-third of the members. Amendments are not guaranteed an authorship speech. [See form on page SCM-19]

In all Student Congresses, an amendment shall be considered neutral in the speaking order of proponent and opponent speeches on a bill or resolution.

**Order of Business**

The following is offered as a suggestion for the Order of Business at a District Congress:

1. Call to Order
2. Invocation and/or Opening Comments
3. Oath
4. Roll call of members and confirmation of seating charts
5. Special Orders
   a. Review of special rules
   b. Review of Congress procedures
   c. Special announcements and questions
6. Consideration of the Calendar
7. Election of Presiding Officer
8. Committee meetings (optional) may be held at a time prearranged by the District or Congress Chairperson.
9. Floor Debate on Bills/Resolutions
10. Selection of Outstanding and Most-Outstanding Congresspeople
11. Awarding of Congress Gavels and Plaques
12. Fixing time for next meeting
13. Adjournment

**Presiding Officer**

Students wishing to serve as presiding officer in NFL District Congresses shall apply for appointment to the District Chairperson. Such application may be done with the official entry mailed in advance of the Congress. (There shall be no more than 4 nominees per session.) Each student appointee shall preside for 20 to 30 minutes whereupon the Chamber shall, by ballot, select one of them to preside for the duration of the Congress. In the event one of the nominees calls the Chamber to order and conducts business up to the election of the presiding officer, that time shall constitute part of his/her presiding time. In the event the District Chairperson does not receive four nominees for presiding officer, the Chairperson shall conduct the Congress election process with those that have been nominated. In the event of a two legislative day Congress, the above procedure shall be repeated each day.

The President of the Senate and the Speaker of the House shall follow Parliamentary Procedure according to NFL rules and according to Robert's Rules of Order in the event NFL rules do not cover a question of procedure.

Bills and resolutions shall be considered in the order in which they appear on the calendar, unless the rules are suspended. (A motion to consider a bill out of sequence or not on the calendar at all is a suspension of the rules and requires a two-thirds vote.) A district committee may deny bills or resolutions from the floor.

Resolutions not relating to legislation shall be considered as privileged and may be introduced at any time when no other motion is being considered. Such resolution shall be considered immediately.

The author of the bill or resolution, or someone appointed by him/her, shall be recognized to open the debate, but thereafter s/he shall take his/her chance with the rest of the members for further speaking opportunity. S/He does not have special privilege to close the debate. Authorship speech shall be a maximum of 3 minutes in length, but this authorship speech will have an additional 2 minutes of cross-examination to follow the speech. This two minute addition does not apply to speeches on amendments. At the National Congress, in the event the author of a bill or resolution is not in attendance, the Congressperson from that district shall be entitled to, but not required to, present the authorship speech. At the District Congress, a Congressperson from the authorship school shall be entitled to this privilege.

Alternately recognize speakers who favor and oppose the motion.

Toward the close of the session recognize only those who have not spoken more than once. It is not necessary that every member speak but it is encouraged. Students should not be forced to contribute if they have no meaningful contribution.

Use of the motion for previous question should be discouraged but not refused as long as members have something new to contribute to discussion. When debate or discussion becomes repetitive, allow the previous question without reservation. When debate becomes one-sided, the previous question may be considered immediately, and should be encouraged. (When the motion is made, take a standing vote as two-thirds is required. When no one wishes the floor for debate, the vote shall be taken without the motion for the previous question.)

Take a vote quickly and with precision: "The question is the adoption of the motion (state the exact motion). Those in favor say, 'Aye'; opposed say 'No.' The ayes have it and the motion is adopted." On the final vote on a bill or amendment to a bill, and in all cases where other than a majority is required for passage, take a standing vote. A division of the house may be demanded by any two members on any question on which a voice vote has been taken. The call must be made before another motion has been placed before the assembly.

All voting in a student congress shall be done only by those members in the Chamber at the time of voting. Absentees and/or abstention shall not be counted in determining the results of a vote.

In regards to certain motions, it is not necessary to count the "nay" or "abstention" vote, such as with the seconding of an amendment or for the motion to close debate. NFL (quite different from Robert's) considers the will of the total chamber and therefore one-third of the chamber present must second an amendment and two-thirds of the chamber present must be in favor of closing debate. Never should an absentee or an abstention vote be counted as a "nay" vote in an NFL Congress.

As soon as debate has been concluded on the last bill or at a designated time as fixed by the District Chairperson, conduct the election for superior members. The Parliamentarian should stress
the need of selecting the most outstanding members and that “sympathy votes” should be discouraged.

After all elections have been held, results announced and awards made, ask for a motion to adjourn the congress to a definite date and place unless this motion has prevailed as a concurrent resolution. If plans for such meeting are still indefinite, the motion should provide for the congress to reassemble at the call of the district chairperson. Sessions shall not continue from year to year.

Members

Members shall claim the floor in debate only if they wish to oppose the views of the preceding speaker so that debate will alternate. Members violating this principle are to be disciplined by refusing further recognition.

A member may speak more than once on the same question but it will count against his/her five allowed speeches per day. When the official scorer marks a name off the seating chart, the member is not to be recognized for debate unless no other Congressperson wishes to speak on the matter under consideration. In legislative debate, Chairperson will recognize first those congress people who have spoken least or not at all.

A member may not yield any portion of his/her speaking time to another except for a question. However, only a question may be asked. No statement or exposition is permitted. Series of questions are not allowed. Congress should be viewed as a press conference and even follow-up questions should not be allowed. Sign-posting questions, followed by the primary question, should be discouraged.

There is a right way and a wrong way to speak in a legislative session. By studying the table of motions, and learning to use these motions in correct language, you will be taking a step forward in your effort to be a good congressperson. The suggestions in this manual should also help you.

When referring to another participant, use the following form: “Representative (or Senator). . . .” or the Representative from . . .”

The correct way to obtain the floor to offer a motion or participate in the debate is to rise immediately at the conclusion of the preceding speaker’s remarks and at the same time say: “Mr. President (or Mr. Speaker).” If the presiding officer recognizes you, then proceed to make your motion or discuss the pending legislation. If another member is recognized, take your seat until he/she relinquishes the floor.

If you wish to amend a motion that is before the house, you must gain the floor in the usual manner. Remember that your amendment must be sent to the Clerk before you can make the motion to amend. Make sure this has been done before you ask for the floor. When you have been recognized by the presiding officer say, “I move to amend the motion by . . . . .” and then state your amendment. One-third of the members present must then second the amendment before you can proceed to discuss it.

To interrupt a speaker for questioning, use the following procedure: “Mr. Speaker (or Mr. President), will the speaker yield to a question?”. The chair will then ask the speaker if s/he wishes to yield. If the speaker does not yield, resume your seat immediately, and do not interrupt him/her again. If s/he does yield, ask your question (one question) quickly and state it clearly and concisely. Prefatory statements and long questions are incorrect. Frequent interruptions of the same speaker will be discouraged.

Diplomacy is encouraged. If you have a question for the speaker on the floor, rise and that speaker will recognize you as soon as possible. The examiner should refrain from all interruptions unless absolutely necessary.

A Chamber may also suspend the rules (two-third vote required) to allow the examination of a speaker to be controlled by that speaker on the floor, thus avoiding the process of directing questions through the Chair. If this is done, the Speaker on the floor may recognize questions or announce that no questions will be recognized.

Under no circumstances are you permitted to argue with your presiding officer. You elected him/her to preside over you and should abide by his/her decisions unless they violate the rights of the assembly or its members. You have only one recourse if you feel the presiding officer has made a serious error, but before using it remember that the purpose of the congress is to debate legislation and not to “show off” knowledge of parliamentary law. If you believe that the error is significant enough, stand up and say, “I rise to a point of order.” The presiding officer will say, “state your point.” State what you think has been done wrong, and then sit down. Until the presiding officer answers you no other member is permitted to say anything. There can be no argument by you or any other member. The presiding officer may confer with the Parliamentarian before answering. If you still feel that the presiding officer is wrong and the mistake should be corrected, you can rise and say, “I appeal from the decision of the chair.” The motion requires a second. There is no discussion, but the person making the motion may, in a few sentences, say why he/she thinks the presiding officer should be overruled. The presiding officer then takes the vote as follows: “Those voting to sustain the presiding officer,” “those voting to over-rule the presiding officer.” Once the vote has been taken and the results announced, the decision is irrevocable and no further discussion is permitted on the matter.

On Student Congress rules, your Parliamentarian is the final authority, and he/she, of course, should correct any deviations from the rules.

All evidence used in the course of a Student Congress may be subjected to verification. Honesty and integrity are utmost in the course of deliberations. Falsification or deliberate misuse of evidence may result in the member being suspended from the Congress. Electronic retrieval systems are not allowed in congress chambers.

Parliamentary Procedure Review

It is necessary for all student congress participants to have a working knowledge of parliamentary procedure and congress rules. The following suggestions should be helpful.

Decisions on all bills and resolutions shall be by standing vote unless a roll call is demanded by one-fifth of the members.

A division of the house may be demanded by any two members on any question on which a voice vote has been taken. The call for Division must be made before another motion has been placed before the assembly.

A motion to suspend the rules of the assembly must be passed by a two-thirds majority. This procedure is needed when the group wishes to consider a bill or resolution which is not on the official calendar or when the order of considering the business on the agenda is to be altered.

Do not ask for the floor unless you wish to oppose the views of the preceding speaker. Debaters must alternate from affirmative to negative. If no one wishes to oppose the preceding speaker, the presiding officer may recognize a speaker upholding the same side.

All speeches are limited to three (3) minutes. A speaker must relinquish the floor at the expiration of his/her time. When a participant has spoken five times (parliamentary motions or questions not included), he/she will not be recognized by the chair unless there is no one else requesting an opportunity to speak. Speeches past the first five will not be scored.

2001 Ed.
### TABLE OF MOST FREQUENTLY USED PARLIAMENTARY MOTIONS

Adapted for use in NFL Student Congresses

<table>
<thead>
<tr>
<th>Type</th>
<th>Motion</th>
<th>Purpose</th>
<th>Second Required?</th>
<th>Debatable?</th>
<th>Amendable?</th>
<th>Required Vote</th>
<th>May Interrupt a Speaker</th>
</tr>
</thead>
<tbody>
<tr>
<td>Privileged</td>
<td>24. Fix Time for Reassembling</td>
<td>To arrange time of next meeting</td>
<td>Yes</td>
<td>Yes-T</td>
<td>Yes-T</td>
<td>Majority</td>
<td>Yes</td>
</tr>
<tr>
<td></td>
<td>23. Adjourn</td>
<td>To dismiss the meeting</td>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>Majority</td>
<td>No</td>
</tr>
<tr>
<td></td>
<td>22. To Recess</td>
<td>To dismiss the meeting for a specific length of time</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes-T</td>
<td>Majority</td>
<td>No</td>
</tr>
<tr>
<td></td>
<td>21. Rise to a Question of Privilege</td>
<td>To make a personal request during debate</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>Decision of Chair</td>
<td>Yes</td>
</tr>
<tr>
<td></td>
<td>20. Call for the Orders of the Day</td>
<td>To force consideration of a postponed motion</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>Decision of Chair</td>
<td>Yes</td>
</tr>
<tr>
<td>Incidental</td>
<td>19. Appeal a Decision of the Chair</td>
<td>To reverse the decision of the chairman</td>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>Majority</td>
<td>Yes</td>
</tr>
<tr>
<td></td>
<td>18. Rise to a Point of Order or Parliamentary Procedure</td>
<td>To correct a parliamentary error or ask a question</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>Decision of Chair</td>
<td>Yes</td>
</tr>
<tr>
<td></td>
<td>17. Division of the Chamber</td>
<td>To verify a voice vote</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>Decision of Chair</td>
<td>Yes</td>
</tr>
<tr>
<td></td>
<td>16. Object to the Consideration of a Question</td>
<td>To suppress action</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>2/3</td>
<td>Yes</td>
</tr>
<tr>
<td></td>
<td>15. To Divide a Motion</td>
<td>To consider its parts separately</td>
<td>Yes</td>
<td>No</td>
<td>Yes</td>
<td>Majority</td>
<td>No</td>
</tr>
<tr>
<td></td>
<td>14. Leave to Modify or Withdraw a Motion</td>
<td>To modify or withdraw a motion</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>Majority</td>
<td>No</td>
</tr>
<tr>
<td></td>
<td>13. To Suspend the Rules</td>
<td>To take action contrary to standing rules</td>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>2/3</td>
<td>No</td>
</tr>
<tr>
<td>Subsidiary</td>
<td>12. To Rescind</td>
<td>To repeal previous action</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Majority</td>
<td>No</td>
</tr>
<tr>
<td></td>
<td>11. To Reconsider</td>
<td>To consider a defeated motion again</td>
<td>Yes</td>
<td>Yes</td>
<td>No</td>
<td>Majority</td>
<td>No</td>
</tr>
<tr>
<td></td>
<td>10. To take from the Table</td>
<td>To consider tabled motion</td>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>Majority</td>
<td>No</td>
</tr>
<tr>
<td></td>
<td>9. To Lay on the Table</td>
<td>To defer action</td>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>Majority</td>
<td>No</td>
</tr>
<tr>
<td></td>
<td>8. Previous Question</td>
<td>To force an immediate vote</td>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>Majority</td>
<td>No</td>
</tr>
<tr>
<td></td>
<td>7. To Limit or Extend Debate</td>
<td>To modify freedom of debate</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes-T</td>
<td>2/3</td>
<td>No</td>
</tr>
<tr>
<td></td>
<td>6. To Postpone to a Certain Time</td>
<td>To defer action</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>2/3</td>
<td>Yes</td>
</tr>
<tr>
<td></td>
<td>5. To Refer to a Committee*</td>
<td>For further study</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Majority</td>
<td>Yes</td>
</tr>
<tr>
<td></td>
<td>4. To Amend an Amendment*</td>
<td>To modify an amendment</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Majority</td>
<td>No</td>
</tr>
<tr>
<td></td>
<td>3. To Amend*</td>
<td>To modify a motion</td>
<td>Yes</td>
<td>Yes</td>
<td>No</td>
<td>Majority</td>
<td>No</td>
</tr>
<tr>
<td></td>
<td>2. To Postpone Indefinitely</td>
<td>To suppress action</td>
<td>Yes</td>
<td>Yes</td>
<td>No</td>
<td>Majority</td>
<td>No</td>
</tr>
<tr>
<td>Main</td>
<td>1. Main Motion</td>
<td>To introduce a business</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Majority</td>
<td>No</td>
</tr>
</tbody>
</table>

*No. 5 Should Include:
1. How Appointed?
2. The Number
3. Report When?
4. To What Standing Committee

*Nos. 3 and 4 by:
1. Adding (Inserting)
2. Striking Out (Deleting)
3. Substituting

[See form for amendments on page SCM-19]
The author of a bill or resolution, or someone designated by him/her (a person from the same school or, at the National Congress, from the same district), is privileged to speak first on his/her bill or resolution. After that he/she should take his/her chances with the rest of the members for further speaking opportunity. He/she does not have special privilege to close the debate. An amendment will not guarantee an authorship speech.

Do not overwork the motion for the previous question. As long as anyone has something to say, try to give him/her a chance to say it.

**Relations between Senate and House**

The single purpose of enacting laws in the District or National Student Congress is to reflect the will of the people and to decide that which is best for the common good. The process calls for debate on the issues, getting the majority in the two assemblies of Congress to approve the legislation, and final signature for passage. In the National Student Congress, the Clerk of Congress shall act the role of President, thus completing the enactment process. At the District Congress the District Chair serves as President.

Any B/R may be introduced in either the House or the Senate except B/R relating to the raising of funds, which the U.S. Constitution requires must originate in the House of Representatives. Every Bill or Resolution, excluding a simple Resolution, passed by one House of Congress shall be given to the Recording Clerk or Congress Director, who in turn will send it to the Clerk of Congress. The Clerk of Congress will then forward that legislation to either the House or Senate with a request that concurrence of the other body is desired.

**The process for a B/R shall be as follows:**

A. B/R is introduced from the Standing Committees (if established) of the Congress in either the House or the Senate.

B. B/R is debated according to correct rules and procedure.

C. If both the House and the Senate of Congress are considering the same subject, it is a breach of order for members of one body to make reference to action in the other. Each House should undertake not to be influenced by the other chamber.

D. If legislation is approved or passed, the B/R is sent to the Clerk or Congress Director who will forward it to the other chamber of Congress. In either the House or the Senate, a motion to proceed to its consideration shall be in order as soon as immediate pending business is disposed of. The Chair shall present the B/R and its amendments to the Chamber. (Main motion)

E. The B/R may be referred to one of the Standing Committees. A Committee cannot erase, blot out, or mutilate an original B/R in any way. To make changes, the committee notes whether insertions or omissions should be made on a separate sheet of paper.

F. If the counter chamber refused to accept the amendments, a motion shall be in order that a conference is requested of the House and Senate. If carried, a committee shall meet and attempt to amend the B/R in a way that is satisfactory to both bodies of the Congress.

G. Reports from the House or the Senate to the other body, and reports of Conference Committees, shall be privileged and may be received in either body at any time, but reports may not interrupt a speaker.

H. Any changes proposed in Conference Committee mandates that the B/R must go back to both the House and Senate for a vote of approval. Either the House or the Senate may further debate and/or amend or reject the B/R but the work of the Conference Committee is usually accepted.

I. Once a B/R has been approved in identical form by both the House and the Senate, it is signed by the Presiding Officers and then (in theory) sent to the President. In the National Congress, they shall be sent to the Clerk of Congress. At the District Congress, the District Chair.

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**Congress Rulebook**

**Conducting a Practice Congress**

1. Each district may hold practice congresses according to its own rules, its own basis for apportioning seats, including affiliate and non-NFL schools, provide its own awards, all without direction from the National Office. At a practice congress four (4) schools must be present for a unicameral congress; bicameral, eight (8) schools in attendance; and a tricameral twelve (12) schools in attendance. At such a congress an official scorer may award up to six points for each speech or hour of presiding, but not more than 120 points per hour nor more than twenty-four to any student per day. If there is no scorer the coach may award up to twenty-four points to each of his/her students, but may not award the same number to more than two students, nor more than six points for each speech or each hour as presiding officer.

2. The District Congress must be registered in the National Office. A registration form (obtainable from the National Office) must be submitted at least 18 days prior to the date of the congress. [See page SCM - 7]

3. Schedule the District Congress at a central location to facilitate the attendance of as many chapters as possible.

4. District Chairpeople will notify the Chapters of the date, place, and time of the Congress. Names and alternates should be submitted to the District Chairperson or a person designated by the Chairperson not less than 7 days in advance of the Congress date. [See pages SCM - 8 and 9]

5. Proper Congress rooms are important. Meet in a classroom and the members will act like students; meet in the State Capitol and they will act like legislators. The City Council Chambers, a lodge hall, a Sunday School Chapel, the County Board Room all invest the meeting with a dignity not readily obtainable in the study hall.

6. Seating charts should be prepared in advance based on the entry forms received from the schools. Assign alternate students to the seats assigned to the non-attending delegates.

7. A one day Congress must include five (5) hours of floor debate in addition to time used for elections. A two-day Congress must include eight (8) hours to qualify as two legislative days.

8. In the District congress the NFL Student Congress Manual must be followed. The congress report form must be sent to the National Office by the Congress Director within 5 days after the Congress. [See page SCM-13 and 14]

9. Obtain gavels. The National Office will send plaques for the District Congress. Additional ones may be ordered from the National Office for practice Congresses.

10. Obtain needed equipment: (A) A minimum of three seating charts for each Chamber (P.O, Parliamentarian, and scorer) size about 14 by 25 inches, on which the names of the members are written in the pattern of their seating as one faces the assembly. On this chart the scorer may mark the number of NFL points underneath each name as the person speaks in the debate. (B) Auto-
I understand that in order to send students to the National Student Congress the following requirements must be met:

**Senate**
A district with 8 schools or more represented may qualify 2 senators for the National Senate. Without 8 schools no Senate may be seated but a district may still conduct a house with sufficient entries.

**House**
25 to 29+ students in 1 House only may qualify 1 to Nationals  
30 to 60+ students in 2 Houses may qualify 2 to Nationals  
61 to 90+ students in 3 Houses may qualify 3 to Nationals  
91+ in 4 Houses may qualify 4 to Nationals  
School entries in the House must be proportionally divided in the several House chambers.

No more than four (4) students may qualify for the National House of Representatives from a District based on the total number of students entered in the District House of Representatives and based on the number of Chambers in which those students were divided.

Affiliated schools may be seated at the NFL District Congress and be counted toward the minimum count necessary to send elected officials to the National Student Congress.

---

**NATIONAL FORENSIC LEAGUE**

**REGISTRATION OF OFFICIAL DISTRICT CONGRESS**

NFL District __________________________ District Chairperson __________________________

Person in charge of Congress __________________________

Place where the Congress will be held __________________________

(School, Courthouse, etc.)

(City) (State)

Date of proposed Congress __________________________

The Congress will convene at ________ A.M. and probably adjourn at ________ P.M.

Type of Congress: (Circle one) Anticipated Chambers: Senate 1 or 2 | House 1, 2, 3 or 4

Approximate number of schools attending __________________________

Apportionment is made by the District Chairman based upon the last chapter strength report 7 days prior to the District Congress.

NFL District Chairperson

10/00
NFL DISTRICT CONGRESS REGISTRATION

To the District Chairperson: Date: __________________________

The __________________________ Chapter registers the following entries in the NFL District Congress to be held at __________________________ on __________________________.

Names Must Be Printed

SENATE: 1. __________________________

2. __________________________

HOUSE: (Check your apportionment chart in the District Manual for entry allowed)

1. __________________________

2. __________________________

3. __________________________

4. __________________________

5. __________________________

6. __________________________

7. __________________________

8. __________________________

9. __________________________

10. __________________________

11. __________________________

12. __________________________

13. __________________________

We certify that the above named students are full-time undergraduates who have not attended a secondary school for more than nine semesters, are under 20 years of age, were enrolled as members of the NFL seven days before the start of the District Congress, and are eligible to compete in the Congress according to the prescribed rules as published in the Student Congress Manual and the Rostrum.

We, the coach, the principal, and the students, are aware that the individuals listed on this NFL District Congress entry blank are ineligible to compete in this tournament or in the National Student Congress unless they were duly and timely recorded as NFL members, and the obligation to assure that the student was duly recorded as a member lies with the student and/or the student’s coach, and it is not the responsibility of the NFL or its district committee.

We, the coach, the principal, and the students undersigned accept that no District Congress is official and no qualifications are final until the District Congress has been audited and certified by the NFL national office.

______________________________  ______________________________
Signature of Coach                  Signature of Principal

Signatures of students entered and of alternates are to be signed on the reverse of this entry form.

THIS REGISTRATION MUST BE IN THE HANDS OF THE DISTRICT CHAIRPERSON BY THE DEADLINE SET BY THE DISTRICT COMMITTEE. STUDENTS NOT LISTED AS RESERVE ENTRIES ON THE REVERSE SIDE CAN BE ENTERED ONLY BY A LETTER SIGNED BY THE PRINCIPAL.
SIGNATURES OF STUDENTS ENTERED AND ALTERNATES

We, the students signed below, understand the statement of Congress participation eligibility as printed on the reverse side of this District Congress Registration form.

<table>
<thead>
<tr>
<th>CONGRESS ENTRIES:</th>
<th>ALTERNATES:</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
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<td>13.</td>
<td>13.</td>
</tr>
<tr>
<td>15.</td>
<td>15.</td>
</tr>
</tbody>
</table>
matic timers or stop watches to facilitate timing speeches. It is also suggested that time cards be used or small bells be obtained to note the time remaining. If bells are used, ring once at the expiration of two minutes, twice when the three minute speaking time has expired. (C) About 500 slips of paper 2 by 3 inches for use as ballots. (D) Two pages for each Chamber. Note that pages are to be used constructively and are not there to run personal notes between the members. (E) Necessary forms to be used for any and all amendments (see Congress Textbook for sample form).

District Congress Legislation
1. Chapters entering the District Congress shall be encouraged to submit 2 bills or resolutions for debate not later than 24 days prior to the scheduled Congress. All bills and resolutions submitted must be in accordance with the rules established by NFL. The District Committee shall attempt to accept at least one bill or resolution from each school submitting bills or resolutions.

2. At least 14 days before the official Congress date, the District Chairperson should send to each participating school a copy of not fewer than six bills or resolutions which shall constitute the Calendar for each Chamber per legislative day.

3. Other bills or resolutions not mailed may be considered by a vote to suspend the rules only if the District Committee allows for such suspension.

4. A district committee may deny bills or resolutions from being offered from the floor at the District Congress.

Apportionment
1. Only NFL members may be seated in the District Congress. An affiliate school may seat up to four members in this Congress. All students must be NFL members on record 7 days before the convening of the Congress. [Affiliate entries no longer have to hold degree of distinction to participate.]

2. A District may have no Senate or one or two Senate Chambers and up to four House Chambers as determined by the formula as found on the Registration of Official District Congress, SCM-7. Non-qualifying Houses may also be held.

   The District Committee should align the District Congress, as closely as possible, with the Student Congress Manual guidelines as well as align itself as closely as possible with the guidelines and protocol of the National Student Congress.

3. The number of entries from a chapter school shall be based on the number of active members and degrees on record in the National Office seven (7) days before the Congress. The following apportionment table shall be used.

   *No District Committee should set limits on the number of students entering the District Congress that is in conflict with the Congress Tournament Manual concerning apportionment.

<table>
<thead>
<tr>
<th>Chapter</th>
<th>Senate</th>
<th>House(s)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 - 20</td>
<td>2</td>
<td>2</td>
</tr>
<tr>
<td>21 - 35</td>
<td>2</td>
<td>3</td>
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<tr>
<td>36 - 55</td>
<td>2</td>
<td>4</td>
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<tr>
<td>56 - 75</td>
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<td>5</td>
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<td>76 - 100</td>
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<td>6</td>
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<tr>
<td>101 - 150</td>
<td>2</td>
<td>7</td>
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<tr>
<td>151 - 200</td>
<td>2</td>
<td>8</td>
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<tr>
<td>201 - 250</td>
<td>2</td>
<td>9</td>
</tr>
<tr>
<td>251 - 300</td>
<td>2</td>
<td>10</td>
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<tr>
<td>301 - 351</td>
<td>2</td>
<td>11</td>
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<tr>
<td>351 - 400</td>
<td>2</td>
<td>12</td>
</tr>
<tr>
<td>401 - 451+</td>
<td>2</td>
<td>13</td>
</tr>
</tbody>
</table>

Congress Officials
1. Each Congress will require a director to exercise general supervision over the entire Congress. This will be the District Chairperson or person designated by him/her.

2. Each Chamber will require the services of a parliamentarian, or chief clerk to supervise each particular Chamber, to intervene in case a student officer becomes too deeply involved in parliamentary rules, to correct gross errors in procedure, and to record actions taken. Ordinarily s/he should remain in the background, but step forward firmly when his/her presence is required. This will be especially necessary when the presiding officer is weak. The purpose of the Congress is to debate legislation, and it is the parliamentarian’s duty to see that this is done.

3. An official scorer (one for each half of the total session) shall be appointed for each chamber to assign credit points as prescribed in the constitution.

The Parliamentarian

The Parliamentarian shall serve as the Recording Clerk of the Chamber. S/He shall remain assigned to a Chamber for the duration of the National or District Student Congress. The Parliamentarian should see that all legislation is prepared in the proper form and that all legislation debated, whether passed or failed, is sent to the Clerk of Congress. In Bi-Cameral Congresses the Clerk, in turn, will forward that legislation, or notice of defeat of same legislation, to the other body of Congress. If the B/R is passed, a request shall be made to the other body that concurrence is desired. If the B/R is passed with amendments by the other body, it shall then be sent back to the first body with the request that the Congress counterpart concur in the amendments. Sections added shall be underscored; sections stricken out shall be placed in parentheses.

The Official Scorer

1. Call the roll from your seating chart and verify that each member is seated in the place the chart designates for him/her.

2. Use a stop watch or automatic timers to time speakers and call “Time” at the expiration of three minutes. It is suggested that time cards be used and placed where both the speaker on the floor and other Congresspeople are able to see the time remaining. Bells may be used also, striking them once at the expiration of two minutes and twice at the expiration of three minutes. The Chairperson may allow the speaker on the floor to finish their sentence in over-time. However, this should be held to an absolute minimum.

3. To avoid errors in recording points, place a coin on your chart and move it to the proper name as a member speaks in debate. Parliamentary motions and questions are not regarded as speeches.

4. For each speech, not exceeding five a day (5 hour minimum for a one day Congress or a combined total of eight hour minimum total for a two day session), a participant in the District Congress shall receive not more than six points per speech as determined by an official scorer.

5. As a student finishes a speech, award from 1 to 6 points and enter the number on the seating chart and/or scorer’s sheet. As soon as a student has spoken five times lightly mark his/her name off the presiding officer’s chart so he/she will not be recognized for further debate.

6. Note the time a legislative session begins and the time it ends.

7. There is no automatic maximum of 24 points at the District Congress. That number can be earned only by giving five speeches of superior quality; a greater number of mediocre speeches cannot be substituted.
8. At the end of each legislative hour the official scorer shall award the presiding officer up to six points, but no student may be scored more than five times a day for floor speeches and for presiding officer. Committee participation, if scored (1 to 6 points) counts as one speech. The person giving a committee report or a committee recommendation is not to be scored on that report nor is that report to be counted as one of the five speeches. The report represents the views of the entire committee and not just the individual.

9. At the end of the legislative day, the District Chairperson shall award two points to all students in attendance whether they spoke or not. These points shall be in addition to their speaker points, but not to exceed 24 points. The Secretary or Reading Clerk shall be awarded points in the same manner as other Congressperson.

Final Tabulation

1. The Congress Director shall obtain from the Official Scorer(s) the form showing points awarded and list the points on the special Congress Point Report forms, one sheet for each chapter.

2. Not later than five days after the Congress has adjourned, the District Chairperson shall send to the National Office a list of the Senators and Representatives; their schools; and the number of NFL points earned by each. These points will be recorded by the National Office. [See form on page SCM - 12]

3. District Congress points shall be recorded beyond the 1000 point limit.

Guidelines for a Final Session of Congress

An NFL District may choose to hold a Final (Super) Session of Congress at their District Congress Tournament. A District should review the Student Congress Manual and follow, as closely as possible, the same procedure and protocol that is used at the National Student Congress [SCM 15, 16, 17]. However, certain guidelines must be followed:

A. There must be a preliminary session (or sessions) of Congress in two or more Chambers, from which the top ranked or voted students advance. A final session of Congress should seat no more than 24 contestants and must have a minimum of four hours of on-floor legislative debate.

1. If two preliminary chambers, advance not fewer than 8 from each chamber and not more than 12.
2. If three preliminary chambers, advance not fewer than 6 from each chamber and not more than 8.
3. If four preliminary chambers, advance not fewer than 4 from each chamber and not more than 6.

B. The number of students advancing to the National Congress is in direct ratio to the number of preliminary chambers conducted from which the top students in the preliminary chambers advanced to the Final Session of Congress.

C. A final Session of Congress should have two and preferably three scorers. One of those Scorers may serve as Parliamentarian.

1. A District may have the Scorers and Parliamentarians choose the National Qualifiers in one or both Congress Chambers and/or have the students elect the National Qualifiers in one or both Chambers.

2. A District may have the Congress Scorers and Parliamentarian select the most superior Congress contestants (not more than 7) and then proceed to an election process in that final Session in which the student Congress contestants elect their own National Senators and/or Representatives. A District may nominate their most outstanding Congress contestants by taking the top speaker point contestants, placing not fewer than three and not more than seven on the final ballot.

a. It is strongly recommended that the District use the "base system" for scoring in the Final Session of Congress as the goal is to keep all contestants on a "level playing field" for being eligible. No contestant should automatically be placed in nomination by speaker points simply because s/he was fortunate enough to get in an extra scored speech.

b. It is strongly recommended that preferential balloting be used for the selection/election process of the national Qualifiers from a Final Session of Congress. The preferential ballot will determine the qualifiers as well as the alternates for the National Congress.

c. If a District uses the student voting process, as used in the election of Presiding Officers, all National Qualifiers and Alternates must be elected by a majority of Congress contestants in the final session chamber. (Please consult "Selecting of Superior Member, #3, below.)

D. If a final session of Congress is conducted in either the House or the Senate, and a base system is used as recommended for awarding NFL Speaker Points, the Presiding Officer shall also be awarded points on the base. The Presiding Officer is to be scored for one speech (1 to 6 NFL speaker points) for each hour of presiding. Each hour of Presiding also determines the Speaker’s priority for recognition for on-floor debating in the event s/he relinquishes the Chair. If the base for a Chamber is less than the total hours of presiding in the chamber, the Presiding Officer’s points shall be determined by placing the number of hours on the same base as the other Congress contestants’ speech base. For example: if the base is 3, and even if the Presiding Officer has presided for four or more hours, his/her points for presiding shall be determined on the base of three as are all other contestants in that session. [See explanation of Base System on SCM-19].

Selection of Superior Members

1. At the District Congress each Senate and House shall vote to award one gold and one silver plaque for outstanding work as Congresspersons.

2. Each official scorer (one for each half of the total session) and the Parliamentarian shall nominate in writing, without consultation, two students for Congress honors. In addition, the Clerk or Director of Congress shall place in nomination the top three NFL Speaker Point earners for that Chamber. Chairpeople are eligible by either nomination or by total NFL Speaker Points. The members shall immediately vote by ballot to award plaques to the most outstanding and to the outstanding members. Preferential balloting is encouraged.

3. When using the individual ballot vote (and not the preferential process), each member, including the presiding officer, shall on each ballot vote for one nominee. After each ballot, unless one candidate has received a majority of the votes cast, the person receiving the fewest votes shall be dropped. If the combined votes of the two lowest candidates do not equal the votes of the next lowest candidate, both shall be eliminated. If there is a tie for the lowest two or three candidates, it is recommended that a vote be taken on the tied candidates and eliminate only one candidate at a time. When one candidate receives the majority vote of the chamber, that person shall be declared the National Qualifier providing other requirements are met as set forth by the National Forensic League. If the District is eligible for qualifying two in a chamber for the National Congress, voting shall start over with all nominees, except the one selected on the first ballot, being placed on the second ballot. When, on the second voting, a member receives a majority vote of his/her chamber, that person shall be recognized as the second National Qualifier. Never should a person advance to the National Congress by less than a majority vote of their chamber.
STUDENT CONGRESS POINTS

To the Sponsor of the Chapter

Following is a record of the credit points earned by your members in an NFL Student Congress held at

These points have been recorded in the National office. Do NOT list them on the students’ credit point sheets.

<table>
<thead>
<tr>
<th>Student</th>
<th>Points by Sessions</th>
<th>Total</th>
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<tbody>
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</table>

These points have been awarded by an official scorer according to NFL rules.

Clerk or Scorer

COACHES TO RECEIVE DISTRICT CONGRESS POINTS
Coach Name | Student names credited for each coach for coaching points.

Tournament Director | District
NATIONAL FORENSIC LEAGUE OFFICIAL REPORT FOR DISTRICT CONGRESS

Both sides of this report must be accurately and totally completed. All student names listed must be typed or neatly printed and appear as the student's name is recorded on their official proof of membership.

Please complete the Final Super Session form if your District used one for your final session.

NFL DISTRICT: _____________________________   CHAIRPERSON: _____________________________

PLACE: __________________________________________ DATE: _____________________________

Number of NFL Schools actually attending the District Congress: _____________________________

Total hours of on floor debate: __________ Use "NA" when not applicable

Day 1: Congress convened at __________ and recessed/adjourned at __________:

Day 2: Congress convened at __________ and recessed/adjourned at __________:

NEATLY PRINT OR TYPE THE NAMES BELOW AS RECORDED IN NFL RECORDS

SENATE REPORT: Use "NA" below when not applicable.

Enter the number of students seated in each Senate Chamber below:

_____Senate 1   _____Senate 2

SENATE "1" HONORS:
Outstanding (1st) __________________________
Superior (2nd) __________________________
President 1st Session ______________________
President 2nd Session ______________________

SENATE "2" HONORS:
Outstanding (1st) __________________________
Superior (2nd) __________________________
President 1st Session ______________________
President 2nd Session ______________________

ELECTED TO THE JOHN C. STENNIS NATIONAL SENATE

SENATE 1 _________________________________
(If only one Chamber, 2nd Qualifier) ________________________
1st Alternate ______________________________
2nd Alternate ______________________________

SENATE 2 _________________________________
1st Alternate ______________________________
2nd Alternate ______________________________

Signature of District Chairperson ________________________________
Signature of Congress Director ________________________________

COMPLETE THE HOUSE REPORT ON THE NEXT PAGE
**HOUSE REPORT:**

Use "NA" below when not applicable.

Enter the number of students seated in each House Chamber below:

<table>
<thead>
<tr>
<th>Chamber</th>
<th>House 1</th>
<th>House 2</th>
<th>House 3</th>
<th>House 4</th>
</tr>
</thead>
<tbody>
<tr>
<td>Number</td>
<td>________</td>
<td>________</td>
<td>________</td>
<td>________</td>
</tr>
</tbody>
</table>

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**HOUSE "1" HONORS:**

<table>
<thead>
<tr>
<th>Outstanding (1st)</th>
<th>NAME</th>
<th>SCHOOL</th>
</tr>
</thead>
<tbody>
<tr>
<td>Superior (2nd)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Speaker 1st Session</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Speaker 2nd Session</td>
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**HOUSE "2" HONORS:**

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<tr>
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<th>NAME</th>
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</tr>
</thead>
<tbody>
<tr>
<td>Superior (2nd)</td>
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<td></td>
</tr>
<tr>
<td>Speaker 1st Session</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Speaker 2nd Session</td>
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</tbody>
</table>

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**HOUSE "3" HONORS:**

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<tr>
<th>Outstanding (1st)</th>
<th>NAME</th>
<th>SCHOOL</th>
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</thead>
<tbody>
<tr>
<td>Superior (2nd)</td>
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<td></td>
</tr>
<tr>
<td>Speaker 1st Session</td>
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<td></td>
</tr>
<tr>
<td>Speaker 2nd Session</td>
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</tbody>
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**HOUSE "4" HONORS:**

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<thead>
<tr>
<th>Outstanding (1st)</th>
<th>NAME</th>
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<tbody>
<tr>
<td>Superior (2nd)</td>
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<td></td>
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<tr>
<td>Speaker 1st Session</td>
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<tr>
<td>Speaker 2nd Session</td>
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</tbody>
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**ELECTED TO THE JOHN STENNIS NATIONAL HOUSE OF REPRESENTATIVES**

**HOUSE 1**

<table>
<thead>
<tr>
<th>1st Alternate</th>
<th>2nd Alternate</th>
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**HOUSE 2**

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<th>1st Alternate</th>
<th>2nd Alternate</th>
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**HOUSE 3**

<table>
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<th>1st Alternate</th>
<th>2nd Alternate</th>
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</thead>
</table>

**HOUSE 4**

<table>
<thead>
<tr>
<th>1st Alternate</th>
<th>2nd Alternate</th>
</tr>
</thead>
</table>
National Congress Qualification

1. District qualification rules for the National Student Congress:
   - **Senate**
     A district with 8 schools or more represented may qualify 2 Senators for the National Senate. Without 8 schools no Senate may be seated but a district may still conduct a house with sufficient entries.
   - **House**
     - 25 to 29+ students in 1 House only may qualify 1 to Nationals
     - 30 to 60+ students in 2 Houses may qualify 2 to Nationals
     - 61 to 90+ students in 3 Houses may qualify 3 to Nationals
     - 91+ in 4 Houses may qualify 4 to Nationals

   School entries in the House must be proportionally divided in the several House chambers.

   National qualification is to be based on number of Congress participants as well as the number of Chambers.

   It is encouraged that when multiples of 30 students are entered in the House, an additional Chamber be established. Ideally, a chamber should seat no more than 25 Congress contestants.

   2. National Forensic League Districts may choose to select national qualifiers to the National Student Congress by one of the following methods: A. Selection by student participants. B. Selection by critic judges. C. A combination of the two.

   3. Only those Congresspeople that are recognized as outstanding, based on the number of participating school criteria as established, shall be eligible for the National Student Congress. In the event the "Outstanding" Congresspeople are unable to attend the National Congress, eligibility for the National Congress shall be extended to the consecutive recognized Superior Congresspeople but said eligibility shall not be extended beyond the 4th place Congressperson in which those students were divided.

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   3. Only those Congresspeople that are recognized as outstanding, based on the number of participating school criteria as established, shall be eligible for the National Student Congress. In the event the "Outstanding" Congresspeople are unable to attend the National Congress, eligibility for the National Congress shall be extended to the consecutive recognized Superior Congresspeople but said eligibility shall not be extended beyond the 4th place Congressperson in a Senate or House in a given district.

   4. No NFL district shall state or imply that if a student qualified in a previous event, that student may not qualify for the National Congress.

   If a student qualifies in Congress and in another event or events, s/he must make a decision and notify the District Chairperson concerning the event s/he decided not to enter at the National Tournament. Participation in Congress and any other main event is not permitted.

Selection of National Legislation

1. Immediately following the adjournment of the District Congress, the qualifying student(s) should select the best bill or resolution in the District Congress. This bill or resolution shall be presented to the National Congress and must be sent to the Clerk of Congress on or before April 1. If the District Student Congress is held after April 1, the District Chairperson must submit the official district bill or resolution to the Clerk of Congress postmarked by April 1. (Review procedures under the section Bills & Resolutions.)

2. All bills and/or resolutions for consideration in the National Student Congress must be submitted in camera-ready form to the Clerk of Congress on or before April 1 and those bills and resolutions accepted for consideration for the National Student Congress from the several districts shall be reproduced and distributed accordingly.

3. Deadlines as established by the NFL must be met.

NFL National Congress

The Clerk of a National Chamber will:

1. Assign a temporary presiding officer for each Chamber of Congress. This presiding officer will open the first session. After introducing himself/herself, the Parliamentarian, and the Scorer, s/he will accept nomination speeches for the office of House Speaker for Session One.

2. See that the members, including the Temporary Presiding Officer, vote immediately by ballot for one nominee.

3. See that after each ballot, unless one candidate has received a majority of the votes cast, the person receiving the fewest votes is dropped. If the combined votes of the two lowest candidates do not equal the votes of the next lowest candidate, both are eliminated. When one candidate receives a majority vote, s/he shall be declared the Presiding Officer for Session 1. The Parliamentarian shall further see that the same procedure for choosing the Presiding Officer is used at the beginning of each legislative day.

4. Announce from the podium that as Parliamentarian s/he will remain in the background, but that s/he will not hesitate to step forward firmly when his/her presence is required. The Parliamentarian will impress upon the Senate or the House members that they are there to debate legislation and that it is his/her duty to see that this is done; no misuse of the rules of parliamentary procedure will be tolerated. S/he will further announce that the rules in the Student Congress Manual will be followed. Roberts Rules of Order will be used for anything not covered in the manual.

5. Turn the session over to the newly elected Presiding Officer who will announce meeting rooms for the four Standing Committees. After a time has been set for reconvening, the members shall adjourn to committee meetings. (The Senators and Representatives will have been assigned to one of the committees by the Clerk of Congress, who will have also appointed chairmen of the committees for the 1st day. It is not necessary for the Parliamentarian to attend the committee meetings.)

6. Use time during committee meetings to acquaint himself/herself with the National Student Congress Rules which s/he will find in the folder given to him/her by the Clerk. It will also be helpful to become acquainted with the names of the members of the group, and to locate them in the chamber. Each will have a place assigned by the Clerk.

7. Make sure that the items under "Consideration of Bills and Resolutions" in the National Student Congress Rules (found in folder referred to in Item 6) are followed. Do not hesitate to interrupt if they are not. It is especially important that this be done the 1st session so that the group will know what is expected of them. Since different districts use their own rules, the legislators frequently think their rules are the National Rules. There must be no question in the mind of the Parliamentarian what the National Rules are. The Clerk should be consulted prior to the beginning of a National Congress if there is a question in the mind of the Parliamentarian. If this individual is weak and uncertain, the National Congress will be a poor one as student legislators soon sense this fact and then do everything except debate the bills. The Parliamentarian must be firm but fair at all times.
8. Instruct the scorer (there will be a different one for each session) that s/he is to award up to nine (9) points per speech with a limit of five speeches per legislative day. This should be done before the session begins as both the Scorer and the Parliamentarian must follow every action on the floor once the debate starts. There should be little if any consultation between them once a legislative day has started. The Parliamentarian may remain in the same House throughout the entire National Congress.

9. Keep a list of the legislators who speak during each session. Make notes regarding strengths and weaknesses of each speaker, but do not consult the points awarded by the Scorer.

10. In any Student Congress, the speaker's 'Order of Speaker Preference Chart' shall not be continuous from session to session. A new speaker's chart shall be started with each session. A session must have a minimum of five hours of on-floor debate.

11. Record the time each legislative session starts and ends.

12. See that the Presiding Officer designates someone to be timekeeper and that the three minute time limit is explained. There is the exception for the first speech, however. The first speech on a bill or resolution at the National Congress shall be allowed an additional two minutes for the purpose of cross-examination from the floor. Timing starts after the bill or resolution is read. The timekeeper must station himself/herself where the person speaking and the Presiding Officer can see the timekeeper easily.

13. The Parliamentarian should serve as secretary. This individual shall keep a record of all amendments and proposed amendments. A standardized amendment form should be used.

14. The Parliamentarian may advance one (1) Congress participant to the semi final session based upon the overall performance of the Congress student in the preliminary session. In addition, the high point NFL point earners, determined by adding the four scorer's point totals, converted to the base system, and the Parliamentarians participatory points, shall advance to the semi finals. The number of Congress contestants advancing to the semi finals shall not exceed a total of eight dependent on the number of preliminary chambers of Congress. The Presiding Officer cannot be nominated as a Superior Member but may be placed in nomination if the Presiding Officer is one of the top NFL Speaker Point earners for a session.

15. See that preferential voting is done. Each Senator or Representative shall designate their 1st choice, their 2nd choice, their 3rd choice, their 4th choice, and so forth for Outstanding and Most Outstanding Representative. (The Clerk of Congress and/or someone appointed by him will count the ballots in the preferential voting according to NFL By-Law, Number 6.) The winner will be announced at the Tournament Awards Session.

**NATIONAL CONGRESS PROCEDURES**

**I. Preliminary Sessions**

Establish 18 Chambers with 8 Senators and 10 Houses of Representatives. Each chamber would seat approximately 24 Congress people.

**II. Breaking to Semifinals**

At the end of the preliminary session of Congress (noon on Wednesday), the top 8 students in each Senate and top 6 students in each House will advance to the semifinal session of Congress. This will advance 64 Senators and 60 Representatives (a total of 124 students).

A. The speaking priority shall be retained in the preliminary session of Congress in an attempt to better guarantee all students an opportunity for an equal number of scored speeches.

B. There shall be two Scorers and one Parliamentarian in each preliminary Chamber. The Scorer will change at noon on the second legislative day of Congress. The Parliamentarian will not change and will not award speaker points but s/he will award quality Participation Points to each Congress person on a scale of 1 point (low) to 9 points (high) at the end of the preliminary session.

C. The students advancing to the semifinal session of Congress from each Chamber will be established by:

1. Congress Officials (Parliamentarians and Scorers):
   a. The Parliamentarian may advance one student based upon the overall performance of the Congress students in the preliminary sessions.
   b. The high NFL point earners, determined by adding the four Scorer's point totals, converted to the base system, and the Parliamentarians participatory points, shall advance to the semi finals. The number of Congress contestants advancing to the semifinal session shall not exceed a total of 64. (If 8 Senate chambers, 8 from each Senate chamber will advance. If 10 House chambers, 6 from each House chamber will advance.)

   c. There shall be no conferring between the Scorers and the Parliamentarian concerning point totals and/or concerning the Parliamentarian's student nominee. Congress Officials may confer to seek accuracy as to the number of speeches and other Chamber business concerns.

2. Congress headquarters:
   a. The Congress headquarters will determine the names of those contestants advancing based on the above procedure.
   b. In the event that there is not a clear break in points, and/or a tie exists that would advance more than the specified number of students, that Chamber shall vote by individual ballot to determine which student(s) will advance.

D. Each preliminary session shall have four Presiding Officers each serving one half day (Monday PM, Tuesday AM, Tuesday PM, and Wednesday AM). Presiding Officers shall be scored on a scale of 6 Speaker points (low) to 25 Speaker points (high) for presiding. Each half session of Presiding shall constitute two speeches on the priority scale (see V below). The Presiding Officer in the preliminary session will receive an engraved gavel.

E. Those Congress people not advancing to the semifinal session of Congress may enter Impromptu Speaking or Storytelling (if pre-registered).

F. Those Congress students advancing will be honored as "Senator Karl E. Mundt Legislators".

**III. Semifinals**

The semifinal session of Student Congress: 4 Senate Chambers of 16 qualifying students in each Chamber for a total of 64 students; 4 Houses of 15 qualifying students in each Chamber for a total of 60 students.

A. The advancing outstanding Congress people will be assigned to Chambers by a mathematical progression of the students advancing from each preliminary Chamber of Congress with the following constraints:

1. Students from the same District will not be seated in the same semifinal Congress Chamber.
2. Presiding Officer nominees shall be distributed as equally as possible.
3. Congress people from the same state shall be divided as equally as possible.
4. Each preliminary chamber shall have two congress people from each semifinal Chamber of Congress.

B. There will be three Scorers and one Parliamentarian in each Chamber. The Parliamentarian will award participation points (1 to 4) based on the overall quality of the student's participation. This system will be identical to the process used currently in the "Super Session" of Congress. Congress Officials from the preliminary sessions shall be used as Parliamentarians and/or Scorers. Sixteen additional Scorers will be used.

C. Seating in the semifinal session will be established by a random drawing of names of the student qualifiers by the several Parliamentarians and the Congress people will be assigned to a seating chart accordingly.

D. The Presiding Officers for each Chamber shall be elected from the high NFL point Presiding Officers in the preliminary sessions wishing to run for Presiding Officer (not to exceed four nominees).
that advance to semifinals. An “auditioning period” process (as used in NFL District Congresses) will be used before voting for Presiding Officer. The candidates names shall be drawn blindly from an envelope to determine the order of auditioning. In the event there is no student in a Chamber wishing and/or eligible to preside, an adult Congress Official will be assigned as Presiding Officer. The student Presiding Officers will receive an engraved “Judge’s Gavel” approximately 12 to 14 inches in length. (See V-2 below regarding the breaking of ties.)

E. The agenda for the semifinal session will be taken from legislation used in previous National Congresses.

F. There will be no guaranteed authorship speeches in the semifinal session of Congress.

G. Those Congress people not advancing to the Super Session will be presented an appropriate award.

H. Those students not advancing to the Final Super Session will not be allowed to enter Impromptu Speaking.

I. Those Congress people advancing to Congress Finals shall be honored as “Senator John C. Stennis Legislators”.

IV. Final Session

At the end of the semifinal session of Congress the top 6 Superior Congress people in each Chamber will advance to the final session (“Super Congress”) using the base system to determine points and qualifying as currently done.

A. At the end of the “Super Session” the top 9 Congress people in each Chamber will be placed on a preferential ballot and voted on accordingly by the student members of the Super Session for the selection of the National Champions. These eighteen (9 Senators and 9 Representatives) will be recognized on stage at the Awards Assembly.

B. Those Congress people not advancing to the final ballot will receive an appropriate award.

C. The agenda for the Super Session will be selected from previous National Congresses (see VII below).

V. Presiding Officers

A. Each segment of the preliminary session of Congress shall have 4 Presiding Officers. Only students serving as Presiding Officers in the preliminary sessions shall have the opportunity to advance to semifinals as Presiding Officers and only those serving as Presiding Officers in the semifinals shall have the opportunity to serve in the Super Session of Congress.

1. A student may decline nomination at any time but once nomination is declined the student shall not be eligible for future nomination for Presiding Officer.

2. Only the top point students, 4 maximum, based on NFL Points awarded in the previous session in which they presided, will advance in nomination for the next level of Congress presiding. The selection of the four nominees shall be done using a priority system as follows:

   a. Presiding Officer points awarded from the previous session in which a nominee presided.

   b. Total points (Presiding and speaking) assigned by the Scorer(s) awarded to the nominee.

   c. Participation Points assigned by the several Parliamentarians.

B. Presiding Officer candidates in the semifinal and final session of Congress shall audition as currently done in the District Congresses.

1. In the semifinal session of Congress, nominees will audition for approximately 30 minutes.

   a. This auditioning period shall not be scored as a speech and shall not count as a speech in the priority order.

   b. The names of the nominees shall be drawn randomly to determine the auditioning order.

   c. The Presiding Officers in the semifinal session will be presented a "Judge’s Gavel".

   d. There shall be two students elected as Presiding Officer in the semifinals and each shall serve approximately half of the semifinal session.

   e. Each Presiding Officer in the semifinals will be credited with two speeches on the speaker’s priority chart and the base.

2. In the final “Super Session”, each Presiding Officer nominees shall audition for approximately 30 minutes.

   a. This auditioning period shall not be scored as a speech and shall not count as a speech in the priority order.

   b. The names of the nominees shall be drawn randomly to determine the auditioning order.

3. In the event there are no student nominees, an adult Parliamentarian from a previous session of Congress shall be assigned to serve as the Presiding Officer as currently done in the Congress Finals.

4. To avoid students advancing based strictly on Presiding, the following adjusted NFL point scale will be adopted replacing the current point system of one hour of Presiding being scored as one speech:

<table>
<thead>
<tr>
<th>NFL Speaker Credit Points for Presiding Officers</th>
<th>Prelims &amp; Semis</th>
<th>Super Session</th>
</tr>
</thead>
<tbody>
<tr>
<td>Superior</td>
<td>25-22</td>
<td>50-44</td>
</tr>
<tr>
<td>Outstanding</td>
<td>21-18</td>
<td>43-36</td>
</tr>
<tr>
<td>Excellent</td>
<td>17-14</td>
<td>35-28</td>
</tr>
<tr>
<td>Average</td>
<td>13-10</td>
<td>27-20</td>
</tr>
<tr>
<td>Below Average</td>
<td>9-6</td>
<td>19-12</td>
</tr>
</tbody>
</table>

5. The student advancing to the position of Presiding Officer of the Super Session in the House and in the Senate will be recognized in the Award Assembly and shall be presented a two foot “presentation” gavel engraved accordingly, “Superior Presiding Officer.”

VI. Projected Hours of Congress

<table>
<thead>
<tr>
<th>Competition</th>
<th>Monday 8:30 am - 12:00 pm: Opening Assembly &amp; Committee Meeting</th>
<th>Tuesday 8:30 am - 12:00 pm: Preliminary Session, Segment B</th>
<th>Wednesday 8:30 am - 12:00 pm: Preliminary Session, Segment D</th>
<th>Thursday 8:30 am - 12:00 pm: Semifinals, Segment B</th>
<th>Friday 8:30 am - 1:00 pm: Super Session, Segment B</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Preliminary Session, Segment A</td>
<td>Preliminary Session, Segment C</td>
<td>Announce Congress Semi-finalists</td>
<td>Announce Congress Finalists</td>
<td>Super Session, Segment A</td>
</tr>
<tr>
<td></td>
<td>1:30 pm - 6:00 pm</td>
<td>2:00 pm</td>
<td>2:30 pm - 8:30 pm</td>
<td>2:00 pm</td>
<td>1:00 pm</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Voting for Awards</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>8:00 pm</td>
<td></td>
</tr>
</tbody>
</table>

[The Presiding Officer at the close of the final session should “adjourn this House/Senate of the National Student Congress to meet in (Next location of National Congress).”]

Projected total hours of on-floor debate for Student Congress:

- Preliminary Sessions: 16.0 hours
- Semi-final Session: 8.5 hours
- Super Session: 8.0 hours
- Total Hours of Congress: 32.5 hours

Additional Duty for Parliamentarian

At regular intervals the Parliamentarian shall make available a record indicating the total number of speeches each Congress per-
VII. Legislative Calendar and Committees

A. In the preliminary sessions, each Congress Chamber shall be divided into Standing Committees and each Committee shall have an equal number (or as nearly as possible an equal number) of legislative items assigned to them.

1. The students will divide and assign their District Resolutions and/or Bills to the four Committees. It will be stated that legislation should be divided by subject matter as much as possible and each Committee may choose an appropriate name for their respective Committee. Students will serve on the Committee to which their District's legislation was assigned.

2. The Committee process of ranking legislation and establishing the agenda will remain the same as the present system.

3. The Committee process and the establishing of the preliminary agenda will be conducted on Monday morning as currently done.

B. The legislation and the agenda for the semifinal session and the final session of Congress shall be accomplished as follows:

1. The Clerk of Congress shall choose 14 pieces of legislation debated in previous National Congresses.

2. The Parliamentarians (Congress Officials) serving in the current National Congress shall rank these 14 pieces on a preferential ballot.

3. Legislation voted 1 through 6 shall be the agenda for the Super Session of Congress and legislation voted 7 through 12 shall be the agenda for the semifinal session of Congress. Legislation items voted 13th and 14th shall be reserved for either semifinals or finals if needed.

4. If more legislation is needed in either session, a committee of the Chamber shall, with consensus, pull legislation from the preliminary session.

5. The agenda for semifinals and final session of Congress shall be announced before the Tuesday noon recess.

VIII. Trophies and Awards

A. Gavels - Preliminary Session 72 count - 10 inch gavels  
   Semifinal Session 16 count - 12 inch gavels  
   Finals 2 count - 24 inch gavels

B. Karl E. Mundt Medals - Semifinal Session 76 count -  
   Final Session 30 count - Washington Cups

C. Trophies (on-stage presentation)  
   1st through 9th in Senate and House 18 count

Karl E. Mundt National Student Congress Trophy

The award is to be made each year to the school represented at that year's Congress whose students have amassed the largest total of National Student Congress participation points. Points are awarded as follows: One point for each legislative day of participation in a National NFL Student Congress, two points for being elected Superior or for being elected Presiding Officer in a session, three points for being 4th, 5th, or 6th in the Final Session of the National Congress, four points for being elected Outstanding (2nd and 3rd place) in the National Congress final session, and five points for being elected Most Outstanding (1st place) in the National Student Congress.

This award is based on participation in National Student Congresses; beginning with the first one which was held in Wooster, Ohio, in 1938.
THE WHY AND THE HOW OF THE “BASE SYSTEM”

by Harold C. Keller - Clerk of the NFL Student Congress

Many students and coaches have observed the fallacy of the frequently used “priority system” in recognizing students in congress. All too often we hear Presiding Officers’ comment, “I’ll recognize speakers from front to back and left to right.” There are fairer ways of recognizing students, either with “Speaker cards” or the blind draw or a computerized program. But where the tradition of left-right, front-rear has been established, students and coaches alike see any deviation as a probable attempt to manipulate the Congress.

To alleviate the unfairness of more speeches (under any system) causing inequity in the National Student Congress, the Base System was devised.

The goal of the Base System is to place every Congress person on a common denominator (regardless of the number of speeches given) for figuring speaker points, for advancement to the next level of competition or for award recognition.

All recognition systems (hopefully) work under the principle of recognizing first those Congress people who have spoken least or not at all. All students start the Congress on a Base One. Once every participant has spoken once, or has had the opportunity to speak once, the system is moved to a Base Two. Logically, once every participant has spoken twice, or has had the opportunity to speak twice, the chamber moves to a Base Three.

By the close of the session some Congress people will have spoken more often than others thus giving them an unfair advantage for nominations or advancement to the next level of Congress competition. In order to guarantee equity the Congress Director determines what “Base” everyone reached or had the opportunity to reach. If a Congress person elected not to give a speech but had the opportunity to speak, he/she remains on a previous Base as it was their choice not to advance to the next Base level, and their total speaker points would be those awarded by the scorers in that session.

Assuming, for example, that every Congress person had the opportunity to give four speeches the Congress Director determines that the Congress chamber is on the Base Four level. If some, but not all, Congress people had the opportunity to give five speeches, their total points are added and then divided by five and multiplied by four (total speaker points divided by the total number of speeches given multiplied by the base that everyone had the opportunity to achieve). If every Congress person only had the opportunity to give three speeches in the session, the chamber is on the Base Three level. Therefore the students that did get in four or more speeches will use the formula of total speaker points divided by their number of speeches and multiplied by the common base number of their Chamber, in this case three.

When division creates a fraction of a speaker point, the points are rounded up to the next whole number for the recording of NFL speaker points, but fractions may be used for the advancement process. In other words, a student with 18.876 points might advance while a student with 18.875 might not advance and still both students would receive 19 NFL Speaker points.

In this process some students will not advance strictly based on their total number of Congress speeches. A student with three superior speeches may receive more speaker points than those with five or six poor or average speeches (logical under any system). The Base System does encourage quality compared to strictly quantity that often causes recognition of the less than superior Congress contestant. Over the years that the “Base System” has been used no one has objected, because they recognize its fairness to all Congress students.

A fairly simple computer program uses the following formula:

1. Speaker points earned from all speeches are totaled.
2. These points are divided by the number of speeches given (carried out to the fourth decimal place).
3. Average points for each speech multiplied by the base number equals the speaker credit points. The Base System insures equity!

AMENDMENT

AUTHOR: ________________________________

BILL/RESOLUTION NUMBER: ________________________________

SCHOOL OR DISTRICT: ________________________________

LINES AFFECTED: ________________________________

SECONDED: (1/3 required) ________________________________

CHAIRPERSON NOTES: ________________________________

AMENDMENT WORDING

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