



Recording TLT Program Level Checklists

The Club Director / Associate Director for TLT and the TLT Mentor work closely with the TLT in helping them meet the requirements for advancement through the TLT program. The TLT Program Level Checklists are the TLT's records of accomplishments along with their completed and signed-off Operational Departmental Tasks. The TLT Program Level Checklists should be kept by the TLT and with the club records for each TLT.

Entry Requirements

These requirements are dated and initialed or signed by the Club Director or TLT Associate Director when the TLT applies or re-applies to the TLT program each year.

TLT Duties

These requirements are dated and initialed or signed when completed by the Club Director or TLT Associate Director

TLT Future Plans

These are signed and dated by the TLT when all of the previous initials have been completed.

Approved for Advance

When all Entry Requirements, TLT Duties, and TLT Future Plans have been dated and initialed or signed then a Conference Reviewing Staff member may "Approve for Advance" by checking, signing and dating. Now the TLT is ready to receive a Level Star Pin.