

## FAQ's

**Purpose:** This document outlines the required process for registering Alateens/minors for participation in closed Alateen Sessions during the annual AFG WIUPMI-Area 61 Convention. It also provides answers to frequently asked questions (FAQ).

**Note:** The Alateen/Minor/AMIAS registration table is in the Main Ballroom Lobby across from the main registration tables. After registering at the main convention registration table, all AMIAS/Alateens/Minors must complete their registration at the nearby Alateen/Minor/AMIAS registration table.

Information referenced within this document is posted on the Convention website <http://convention.area61afg.org> >Alateen.

### 1. Who may attend closed Alateen meetings/sessions?

Alateens/minors, ages 12 to 19, wearing a red Alateen Convention Badge Sticker may attend closed Alateen meetings. Only Alateens/minors and certified AMIAS (with a blue AMIAS Convention Badge Sticker) will be present during each closed Alateen Meeting. *Note: People without an Alateen or AMIAS Convention Badge Sticker may not attend closed Alateen meetings.*

All Alateen Sponsors must be certified while at the Convention - *their AMIAS certification status will be verified on site.*

### 2. How do Alateens/minors obtain an Alateen Convention Badge Sticker?

#### Option A – Register before the convention:

- a. The Parent/Guardian completes one *Registration Form Area 61 WIUPMI 2019 Convention* for each Alateen/minor, ages 12 to 19, attending the convention and mails it with payment to the address shown on the form. To obtain additional registration forms, visit: <http://convention.area61afg.org>
- b. Together, the parent/guardian and their Alateen/minor must read and discuss the *Rules for Participating Minors - Options A and B*.
- c. The Parent/Guardian will print, complete, and sign in the presence of a Notary Public, one *Participating Minors Information and Permission Form Option A (PMIPF-A)* for each Alateen/Minor attending the convention with a certified AMIAS.
- d. **Do not mail the** PMIPF-A with the registration form. The completed and notarized PMIPF-A is given to the certified AMIAS accompanying the Alateen. The AMIAS will present it at the Alateen/Minor/AMIAS registration table after the Convention Badge has been picked up at the main Convention registration table.
- e. **Note:** The completed PMIPF-A remains with the AMIAS during the entire convention.

#### Option B – Register on-site at the convention:

- a. The Parent/Guardian completes one *Registration Form Area 61 WIUPMI 2018 Convention* for each Alateen/Minor, ages 12 to 19, attending the convention. Additional registration forms will be available at registration or visit <http://convention.area61afg.org>.
- b. After receiving the Convention Badge at the main Convention registration table, the Parent/guardian and the Alateen/minor go to the Alateen/Minor/AMIAS registration table. Together, they will read the *Rules for Participating Minors - Option A and B*.
- c. The Parent/Guardian completes the *Participating Minors Information and Permission Form Option B (PMIPF-B)*.
- d. Before signing the PMIPF-B, the Parent/Guardian must present a valid picture ID to a certified AMIAS and then sign the PMIPF-B in their presence. One PMIPF is required for each Alateen/Minor planning to attend closed Alateen Meetings during the convention.

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- e. The completed PMIPF-B remains with the parent/guardian during the entire convention. If the parent/guardian leaves the convention for any period of time, this form should be provided to an AMIAS during the parent/guardian absence. This will ensure the Alateen's/minor's medical and emergency information is available at all times.

### 3. What may be expected during an Alateen meeting?

Closed Alateen meetings are 50 minutes long. Alateen members will open and close the meeting and share on the topic. The assigned AMIAS will be present to support the Alateens, and ensure safety and appropriate behavior during the meeting. AMIAS do not participate in the Alateen meetings.

### 4. Who is an AMIAS?

Al-Anon Members Involved in Alateen Service (AMIAS), who have met the Area 61 Alateen Safety and Behavioral Requirements and have been certified by their Area. For details, see *Requirements for AMIAS*.

### 5. How does an AMIAS volunteer to help during the convention?

Volunteering in service to Alateen is very important to help assure the success of the 4<sup>th</sup> Annual AFG Convention, and to create a memorable experience for all Alateens/minors, helping to ensure they feel this is their convention, too!

Please volunteer to support a closed Alateen meeting or to help at the registration table by contacting Deb T. at [alateen@area61afg.org](mailto:alateen@area61afg.org). The Alateen meeting and registration schedules are also provided in the Alateen information folder.

**IMPORTANT** – Help spread the word about serving as an AMIAS! Visit the Alateen/Minor/AMIAS registration table (across from the main convention registration table) to receive a special Convention Badge AMIAS Sticker.

### 6. How do I become a WIUPMI-Area 61 certified AMIAS?

Thank you for asking! AMIAS Registration Packets will be available at the Convention. Please follow the instructions provided in the 2-page cover letter.

The AMIAS application packet is also available on the WIUPMI Area 61 web site [www.area61afg.org](http://www.area61afg.org). Select "Member", "Area Business," "General Documents-Forms," scroll to Alateen. If needed, contact the Area Alateen Process Person (AAPP) at [areaalateenprocess@area61afg.org](mailto:areaalateenprocess@area61afg.org) to request the required ID and Password.

Your commitment and willingness to volunteer for our Alateens attending the Convention is very appreciated and valued. And, Parents/Guardians – thank you for bringing your teens to the Convention!

Please email any additional questions to: [alateen@area61afg.org](mailto:alateen@area61afg.org).

With deep gratitude,

Deb T.  
Area 61 Alateen Coordinator