

## Youth Minister/ Chaperone FAQ

*First thank you for bringing your youth to this year's Ave Maria University Youth Conference CALLED 2024! We hope this FAQ sheet will help your registration process go easier but please feel free to reach out to us for any additional assistance needed.*

- There are several ways to register your group. If you have a large group, it may be best to download the forms and have the youth take them to their parents to fill them out then return to you. The forms can be found on our website.
- If you have a smaller group, they can register and pay online but be sure they add the youth minister's name and parish so we can add them to your group.
- Each person attending will need an Individual Registration form and Liability Form (students and adults)
- Each adult in addition to completing the Individual Registration and Liability form will also need an Adult Chaperone form filled out by your pastor. *All adults attending must have completed the Safe Environment Certification or its equivalent offered by your diocese to work with minors.*
- Forms can be scanned and emailed to us at [aveconferences@gmail.com](mailto:aveconferences@gmail.com) or mailed to: Ave Maria University Conference Center 5050 Ave Maria Blvd., Ave Maria, FL 34142
- We ask for a \$500 deposit to hold the Early Bird rate of \$150 for your group by April 1, 2024. After that date the rate will increase to \$190 per person.
- You can pay online or send a check made out to: Ave Maria University, in the memo line write Youth Conference and mail it to us at the above address. We can also take your payment over the phone with a credit card.
- We ask that the final payment be made in one payment for the group.
- As we get closer to the event, we will ask that you do room assignments for your group. **We have separate dorms for the male and female attendees.** Chaperones of the same gender will be in separate rooms but near the youth they will be with.
- Please submit the total number of lunches that you will need on Sunday, as we get closer to the event.
- **Where is it at?** Ave Maria University, parking available at: 5287 Dolan St, Ave Maria, FL 34142 (20 miles east of Naples Florida) Follow the signs for check in.