PHONG TRÀO THIẾU NHI THÁNH THỂ VIỆT NAM TẠI HOA KỲ
The Vietnamese Eucharistic Youth Movement in the USA
LIÊN ĐOÀN ĐỨC MẸ MÂN CÔI | OUR LADY OF THE ROSARY LEAGUE OF CHAPTERS

Nhà Thờ Chánh Toà Thánh Tâm – 1111 St Joseph Pkwy, Houston, TX 77002 | btvlddmmc@veym.net

Instructions for Registration

Đại Hội Liên Đoàn 2023 – "Lego" and let God

In the interest of helping the registration committee process paperwork, and for all chapters to verify their participants coming, please complete the following:

1. Fill out the attached spreadsheet with all pertinent information related to all participants, youth leaders and youth members as required.
   a. Please upload the spreadsheet to the google form below.
2. Fill out the registration and VAP forms, and scan either:
   a. Scan them all in one file
   b. Scan and upload them onto a google drive. Please provide us the link.
3. Please fill the google form with information from the person who is submitting the documents as required.

Additional Information for Spreadsheet

Please follow these instructions carefully.

1. Do not leave any cells blank, please put "N/A" if it does not apply to the participant.
2. Add Chapter Name in Row 1.
3. Column B - if everyone is arriving on time, please write "N/A" for everyone
   a. If anyone is leaving during DH, the date and time must be stated.
   b. If anyone is arriving late, the date and time must be stated.
   c. Only the following are permitted to leave the premises:
      1. Hiệp Sĩ Trưởng Thành*
      2. Huynh Trưởng*
      3. Trợ Tá*
      4. Phụ Huynh*
      5. Trợ Úy/Tuyên Úy/Guests – Does not need permission from BTC
         i. Please note: Everyone denoted with * must have permission from BTC and sign in/out with BGD to enter and arrive on the premises after check-in and before check-out time.
   d. Exception: Any child 17 and under leaving with a parent/guardian must check out with BGD.
   e. Visitors will be directed to BGD to sign in.

Ngành Specifics:

Age Group	Designation on form	Age
Ấu Nhi	AN	7-9
Thiếu Nhi	TN	10-12
Nghĩa Sĩ	NS	13-15
Hiệp Sĩ*	HS	16-17 and 18 if they have NOT gone to Cấp 1 training and are current High School Seniors.
Hiệp Sĩ Trưởng Thành*	HSTT	18+ College Freshman or older (not allowed to participate with các em 16-17)
Huynh Trưởng*	HT	*Please help make sure that all members 18+ must have their CMGConnect certification before registering.
Trợ Tá*	TT	
Phụ Huynh	PH	

Huynh Trưởng & HSTT - we need your help! Please sign up for a committee you would like to help out at the convention and note it in the excel sheet. You can help in multiple committees as needed, please make sure to put the abbreviated.

Committees	
TOP PRIORITY	Ban Ẩm Thực (BAT) - Food Ban Phụng Vụ (BPV) – Liturgy Ban Vệ Sinh (BVS) - Cleaning
2nd PRIORITY	Ban Thi Đua Thể Thao (BTĐTT) - Sports Ban Thi Đố Vui (BTĐV) - CTTT Ban Trật Tự (BTT) – Security Ban Sinh Hoạt (BSH) - Activities
3rd PRIORITY	Ban Kỹ Thuật (BKT) – Technical Ban Nhiếp Ảnh (BNA) – Photo/Video Ban Y Tế (BYT) - Nurse

Please note: 1) Any HT already asked to serve as a part of Ban Tổ Chức will not need to register with the chapter. 2) If you have HT that are serving as purely chaperones (outside of competitions), please put chaperone in the committee. Please limit chaperones as needed.

4. Column D - No saint name needed. Names must be written Last, Middle, First. Symbols MUST be added, if applicable.
5. Column E - only write M or F (do not write out the whole word)
6. Column F - It should be one of these:
   1. AN/TN/NS/HS/HSTT/HT/TT/PH/TrU/TU
      1. There is a dropdown menu you can select, which will highlight the row.
7. Column G and H - only for HSTT, HT, TT, PH
8. Column I - DOB format: MM/DD/YYYY
9. Column J and K - fill out for everyone
10. Column L - use capital letters ONLY
    1. There is a dropdown menu you can select.
11. Column M - if there are no allergies, please write "N/A"

Clergy and religious laity are encouraged to participate, and will be exempt from payment. Please send an email to btvlddmmc@veym.net to register them!

Last but not least, please double check the information before sending it in.