

# STEUBENVILLE SOUTH

June 21 – 23, 2024

Policies and Procedures Booklet

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*"The light shines in the darkness, and the darkness has not overcome it." | John 1:5*

## CALENDAR OF EVENTS FOR STEUBENVILLE SOUTH + BEYOND THE LIMITS 2024

- Tuesday, January 16, 2024:** Registration opens for Steubenville South 2024.  
This includes registration for groups, volunteers, priests and religious, and Service Crew.
- Friday, May 24, 2024:** Group Final Payment due NON-REFUNDABLE
- \$120 per person
- Group t-shirt pre-orders due, with payment.  
Volunteer Applications due, with Code of Conduct forms and any payments.  
Priest Registration forms due.  
A \$50 late fee will be charged to any group registering after this date.
- June 21 - 23, 2024:** Steubenville South Youth Conference  
“*Illuminate*” held at the Randolph Riverfront Center
- Verification + Liability forms due.
- September 2024:** Group Registration opens for Beyond the Limits Jr. High Conference.
- December 7, 2024:** Beyond the Limits Jr. High Conference (*Tentative dates*)

Please contact our office with any questions: [info@steubenvillesouth.com](mailto:info@steubenvillesouth.com) or (318) 448-6120.

**TABLE OF CONTENTS**

Behavioral Guidelines ..... 4

COVID-19 Guidelines ..... 6

Group Registration Policies ..... 7

Guidelines for Group Leaders and Chaperones ..... 9

Checklist for Group Leaders ..... 10

Volunteer Policies ..... 11

Checklist for Volunteers ..... 12

Service Crew Policies and Checklist ..... 13

Franciscan L.E.A.D. Policies and Checklist ..... 14

Priest Policies ..... 15

Deacon Policies ..... 15

Religious Brothers and Sisters, and Seminarians Policies ..... 16

Checklist for Priests, Deacons, Seminarians, and Religious ..... 17

Resource Tables and Vendors ..... 18

# BEHAVIORAL GUIDELINES

The following guidelines apply to everyone at the conferences.

## MODESTY POLICY:

The Steubenville South Conference has very specific guidelines regarding modest dress. We ask that you adhere to these policies. You will find scripture and Catechism references at the bottom of this list. Please go over these policies with all participants, chaperones, parents, and volunteers. These rules must be enforced by the adult leaders and WILL be enforced by the conference. If someone does not adhere to our policies, the Group Leader will be notified and asked to enforce this policy and changes are expected. PLEASE HELP US ENFORCE THIS POLICY. Also, keep in mind that some rules apply specifically to males while others are directed toward females.

- Shorts, skirts, or dresses that are shorter than 3 inches above the knee while standing, or that are too tight, drawing attention to the shape of the body, are not permitted.
- Shirts that reveal midriff are not permitted, nor are shirts that are too low cut from the neck area, or that are too tight, drawing attention to the shape of the body. Spaghetti straps and muscle shirts are not permitted. Making alterations to t-shirts (cutting at the neck or waist for example) is strongly discouraged. Rolling up of skirts or shorts at the leg or waistband is prohibited. Pants or shorts are also not allowed to sag to the point where they reveal one's undergarments.
- During all Liturgies and prayers, out of respect, every male, youth or adult, must remove any headwear. This includes all hats, visors, headbands, bandanas, etc.
- Clothing or articles that may appear to have an anti-Christian message or with writings that include crude language, promotion of alcohol or drug use, or suggestive material of a crude or sexual nature, is prohibited. There will be no tolerance for cross dressing.
- Any individual wishing to serve as an Extraordinary Minister of Holy Communion for any Liturgy is asked to wear long pants or a long skirt and an appropriate shirt.
- At such events where music is being played, many people often feel moved to dance. While we definitely encourage this at Steubenville South, we feel it is necessary to remind you that no moves that appear tasteless or vulgar will be permitted. We invite you to have a great time, but please keep it clean!
  
- *"Purity requires modesty, an integral part of temperance. Modesty protects the intimate center of the person. It means refusing to unveil what should remain hidden. It is ordered to chastity to whose sensitivity it bears witness. It guides how one looks at others and behaves toward them in conformity with the dignity of persons and their solidarity."* | **Catechism of the Catholic Church #2151**
- *"Let no one despise your youth, but set the believers an example in speech and conduct, in love, in faith, in purity."* | **1 Timothy 4: 12**
- *"All things are lawful to me, but not all things are helpful. I will not be enslaved by anything... the body is not for immorality, but for the Lord, and the Lord for the body. Shun immorality. Every other sin which a man commits is outside the body; but the immoral man sins against his own body. Do you not know that you are temples of the Holy Spirit within you... so glorify God in your body."* | **1 Corinthians 6: 12 - 20**

#### **UP-BUILDING SPEECH:**

Participants and Volunteers are expected to use positive and up-building speech at all times. Cursing, swearing, and other forms of foul and abusive language will not be permitted. **“No foul language should come out of your mouths, but only such as is good for needed edification, that it may impart grace to those who hear.”**

**| Ephesians 4:29**

#### **TREATMENT OF PARTICIPANTS AND VOLUNTEERS:**

We ask that each participant and volunteer treat others with respect, kindness, and consideration.

- *“Put on then, as God’s chosen ones, holy and beloved, heartfelt compassion, kindness, humility, gentleness, and patience.” | Colossians 3: 12*

- *“Love one another with mutual affection; anticipate one another in showing honor.” | Romans 12: 10*

- *“The prophets of the Old Covenant often denounced sacrifices that were not from the heart or not coupled with love of neighbor. [...] The only perfect sacrifice is the one that Christ offered on the cross as a total offering to the Father’s love and for our salvation. By uniting ourselves with his sacrifice we can make our lives a living sacrifice to God.” | Catechism of the Catholic Church #2100*

#### **ALCOHOL AND DRUGS:**

- All state of Louisiana laws concerning alcohol and drugs will be strictly enforced. • Possession and/or consumption of alcohol or drugs are prohibited at all Steubenville conferences. Please be aware that Louisiana State law prohibits anyone under the age of 21 years from purchasing and consuming alcoholic beverages.

#### **KNIVES, WEAPONS AND FIREARMS:**

- All state of Louisiana laws concerning knives, weapons and firearms will be strictly enforced.
- Possession of knives, weapons and/or firearms is prohibited at all Steubenville conferences.

#### **SMOKING:**

- All the Steubenville South conference facilities are smoke-free facilities. Outside of conference session times, smoking will be limited to a designated location. Please be aware that Louisiana State law prohibits anyone under the age of 18 from purchasing tobacco products (the same rules apply to chewing tobacco).

#### **MISCELLANEOUS GUIDELINES:**

- **Food:** Food is provided at the conference for the entire weekend. Please do not bring food (meals) onto the conference site, unless you have special dietary needs. **Cooking on any part of the Conference venue will not be permitted.**

- **Glow-sticks and flashing items are not permitted** unless they are provided by the Steubenville South Conference Office.

- **Camera use: VIDEO CAMERAS and FLASH PHOTOGRAPHY are NOT allowed during Adoration.** This includes cell phones with cameras and video capabilities. Assigned media representatives will be the only individuals allowed to take pictures or videos during Adoration.

## **COVID-19 SAFETY MEASURES**

We are taking measures to ensure that the conference follows local government and diocesan guidelines.

Here is what we plan to do to help keep us all safe:

- We will have hand sanitizer and soaps available for hand washing.
- We will sanitize heavily trafficked areas before the conference.
- We will have face masks available.
- We will space seating a safe distance apart.

Here is what you can do to help keep us all safe:

- You should not attend the Steubenville South Conference if you or anyone in your immediate family is sick.
- You should not attend the Steubenville South Conference if you are at a high risk for severe illness.
- Stay at least 6 ft. away from other conference participants. Do not touch your eyes, nose, or mouth.
- Use hand sanitizer and wash your hands with soap and water frequently.

# GROUP REGISTRATION

## **REGISTRATION:**

Group Leaders may register their groups by visiting [www.steubenvillesouth.com](http://www.steubenvillesouth.com). For more information, please email [info@steubenvillesouth.com](mailto:info@steubenvillesouth.com). All participants must be registered with a group. A group consists of at least 3 members: one adult leader with two or more teen participants. Chaperones are required to accompany each teen, with a ratio of 1 chaperone per 8 youth of the same gender.

## **TOTAL COST:**

The total cost to attend the Steubenville South Conference is \$170 per person, paid in a \$50 deposit per person, non-refundable, and a \$120 final payment per person, non-refundable.

## **REGISTRATION AND DEPOSIT POLICIES:**

Each \$50 deposit holds one spot, which may be filled by anyone in your group at any time. Deposits are due within two (2) weeks of submitting group registration forms. If you are unable to fill all your paid spots, your extra deposits will NOT be refunded, NOR will they be applied to your balance due. Please do not register more youth than you estimate you can bring to the conference. **There will be no buying or selling of spots by the conference office.**

## **LATE FEE \*\*\* NEW \*\*\*:**

**A one-time late fee of \$50 will be charged to any group registering after May 24, 2024.** This does not apply to individuals of groups that are already registered or adding spots to a group that's already registered.

## **ADDING GROUP MEMBERS:**

If you wish to add more members to your group at any time, you (the Group Leader) must email the office at [info@steubenvillesouth.com](mailto:info@steubenvillesouth.com) to add the correct number of spots to your group's registration total.

Our office will notify you once the changes have been made. Please note that you will need to pay the additional amount. Depending on the date, you may have to pay the deposit or the final payment immediately for the spots to be added.

Due to limited seating space and the need for our office to process registrations, additions to your group, pending availability, must be made before your arrival at the conference. You may not bring more than your registered number of participants.

## **PARTICIPATION:**

- **Ages of Participants:** Steubenville South is a conference for high school students, those entering 9th, 10th, 11th, 12th grades or who will have just graduated from high school. It is expected that all conference participants (youth, chaperones, group leaders) be present at scheduled sessions during the conference, and in appropriate places following the evening sessions. Adults are strongly discouraged from taking youth away from the conference site except in emergency cases. Adults take full responsibility for a youth when he/she is off site. Adults are also discouraged from leaving their group, specifically while on the conference site or at conference housing sites.

- **Ages of Chaperones:** The age of your chaperones must comply with the rules of your church parish or Diocese. Group leaders must be 21 years of age or older. We recommend that chaperones also be at least 21 years old. **There must be ONE CHAPERONE PER EIGHT YOUTH OF THE SAME GENDER at the conference.** The HOUSING

SITES also REQUIRE ONE CHAPERONE PER TEN YOUTH. Inform the office when you register if your church parish, diocese, or group requires more than this ratio. Groups are encouraged to bring an additional chaperone to assist with travel, food, emergency situations, or to be an extra set of hands to help the Group Leader as needed.

**VERIFICATION FORMS POLICY:** (Alphabetical listing of all individuals attending.)

One Verification Form listing all youth participants and one listing all adults are **due at check-in on the Friday of the conference**. The Verification forms are available through our office. They **MUST** be signed by the Group Leader AND the Pastor and have all of your participants and chaperones listed on each appropriate form. ***Any person whose name is not on the Verification Form WILL NOT be allowed to participate in the conference.***

**MEDICAL FORMS POLICY:**

- Medical (Liability) Forms must be completed by each participant and signed by a parent/legal guardian. Group leaders must make two copies of the medical (liability) form of each participant and chaperone: One copy to keep with them throughout the weekend; the other copy should be submitted to the conference office at check-in on Friday, **in alphabetical order by last name**.

- We encourage everyone to know the name of his/her group and group leader in order to assist the First Aid personnel in treatment of those needing care. Persons needing medical attention must give their original Medical Form to First Aid staff in order to be treated. Any treatment received will be recorded on the form, which will then be copied and returned to the participant.

**ADMISSION AND SEATING POLICY:**

- Each group will receive a bracelet color upon arrival. These bracelets **MUST** be worn at all times and will indicate where the group must sit during the sessions and when they will be served meals. Seating and meal schedules will be rotated throughout the weekend. **Replacement bracelets are \$15.00. Persons without bracelets & lanyards will not be allowed into the Main Arena or in any other Conference Site.**

- **Handicapped participants** will be seated in the Special Needs section. They may have ONE chaperone and ONE other participant sit with them. Group leaders must contact the office ahead of time with any information on these participants and their special needs. Chaperones with disabilities will follow the same policies. Please note that the conference office cannot provide transportation throughout the weekend for handicapped participants.

- **Placing one person on each end of the row may save a row of seats.** No signs or objects may be used. No person will be allowed into the Main Arena until the doors open for all participants. Ushers have the right to remove any “seat savers” in violation of this policy. We ask that groups not leave empty seats in your section, to ensure that everyone is able to sit in the assigned seating section. We cannot guarantee that you will be able to sit with requested groups. We will do our best to give you the same bracelet color, if the group is listed on your registration form. It is your responsibility to find other groups and save seats near them.

**HOUSING:**

- **Free “On-Campus” Housing is available on a first-come, first-served basis and is NOT guaranteed after May 24, 2024. To register for this conference housing, please indicate your need on your group’s initial registration form.**

- **Housing Policies will be followed, or your group may be asked to leave the housing facility.**

The HOUSING SITES also REQUIRE ONE CHAPERONE PER TEN YOUTH.



## **GUIDELINES FOR GROUP LEADERS AND CHAPERONES**

**ALL adults attending the conference must be in compliance with the USCCB Charter for the Protection of Children and Young People.** Please check with your diocesan personnel office with questions regarding this matter. Each diocese has its own requirements to meet in order to be in compliance. **Your signature, along with your pastor's, on the Verification Form for Adults, states that all of your adults are in compliance with your diocese's requirements.** For more information on this, please visit [www.usccb.org](http://www.usccb.org). It is recommended that chaperones be Catholic.

- **Group leaders are asked to give an emergency contact cell phone number when registering and to keep that cell phone with them and turned on all weekend.**
- **Chaperones must be totally committed to following all of the conference policies and procedures.**
- **A CHAPERONE MUST ACCOMPANY HIS/HER GROUP** to every general session of the conference.
- **CHAPERONES MUST BE AVAILABLE during TRAVEL, SESSIONS, and SLEEPING HOURS.**
- **Chaperones should PREPARE SPIRITUALLY FOR THE TASK OF CHAPERONING.** Group leaders may want to have a retreat, a training day, a weekly prayer meeting, or some method of providing support and encouragement to chaperones.
- **Chaperones should meet with their small groups at least two months before the conference.** This gives chaperones the opportunity to get to know the members of their group and also for the youth to get to know each other. This will begin to build the trust that is needed for the weekend.
- **It is very important that a chaperone BE MADE AWARE OF ANY SPECIAL NEEDS of the youth in his/her group.** This includes health problems, family problems, and any additional information that may help the chaperones to minister more effectively.

## **CHECKLIST FOR GROUP LEADERS**

**Tuesday, January 16, 2024:** Group Registration Opens

- Review registration instructions at [www.steubenvillesouth.com/register](http://www.steubenvillesouth.com/register).
- Begin registering for this year's conference!

**Friday, March 15, 2024:** Group Deposit Due.

- Once you have registered your group online, please submit the NON-REFUNDABLE \$50 deposit per person by this date. ***This deposit is NON-TRANSFERABLE to your final balance.***

**Friday, May 24, 2024:** Group Registration Forms Due.

- Final payment of \$120 per person is due. This payment is non-refundable and non-transferable.
- Pre-order T-shirt deadline, with payment.
- Volunteer application deadline.
- Priest registration deadline.

**June 21 – 23, 2024:** Steubenville South Conference

*"Illuminate"* held at the Randolph Riverfront Center.

## VOLUNTEER POLICIES

- **All volunteers must** be at least 21 years of age or older and complete a Volunteer Application and Code of Conduct form, signed by themselves and their pastor. These are available at [www.steubenvillesouth.com](http://www.steubenvillesouth.com).

**Volunteer applications and Code of Conduct forms are due by May 24, 2024.**

- **Volunteers from the Diocese of Alexandria** must also complete VIRTUS Training (if not already completed) and a Background Screening (if not completed for the Diocese of Alexandria within the past 5 years). See VIRTUS information on the following page.

- **Volunteer opportunities include:** Bookstore, Catering, Confessions, Counselors, First Aid, Liturgy, Men's and Women's On-Campus Housing, Prayer Ministry, Security, Stage Crew, Transportation, and Ushers. See the website for more information on each committee.

- Submit all volunteer information to the Steubenville South Office by May 24, 2024. No individual will be allowed on the conference site unless they have completed registration and have received a wristband at Volunteer Check-in.

- **Volunteer Housing and T-shirts are not guaranteed after May 24.** Rooms are blocked off at the Hotel Bentley for any volunteers needing housing. ***Volunteers must reserve their own rooms by contacting the Hotel Bentley directly.***

### **All volunteers are expected to:**

- Adhere to all Conference Policies and Procedures.
- Be in compliance with the USCCB Charter for the Protection of Children and Young People. Each diocese has its own requirements to meet in order to be in compliance. Your signature, along with your pastor's, on the Code of Conduct form states that you are in compliance with your diocese's requirements.
- Indicate 2 areas in which you would like to serve. The Conference Office will assign you to one area. You will receive notification of this assignment and a job description from the Conference Office at the beginning of June. All volunteers are expected to work in the area assigned to them, and in no other area (including chaperone for an attending group); sit in the Volunteer Seating Section; strictly adhere to the schedule and job description given to them by the Conference Office and/or the chairman of their assigned area.
- Create an environment of peace by working together to bring the love of God to everyone at the conference.
- The only volunteers who should have direct contact with participants are those working in Special Ministries. This includes: Priests, Prayer Ministers, Confession volunteers, Counselors, First Aid, and Conference Office staff.
- The Steubenville South Conference Office reserves the right to change Volunteer assignments and/or not permit an individual to serve at the conference.

### **To register for a VIRTUS Training:**

- Go to [www.virtus.org](http://www.virtus.org) and click on "Registration," then click "Begin the registration process."
- Select "Alexandria, LA (Diocese)" from the dropdown menu. Complete the fields requested and then click on the session you would like to attend.

Helpful hints for completing the fields requested:

- Choose a username and password that you will remember; For “Location where you work/volunteer/worship” choose “Steubenville South” unless you also volunteer for a church in the Diocese of Alexandria, in which case you put the name of that church.

Registration through the VIRTUS website is required in order to verify your VIRTUS Training and background screening.

## **CHECKLIST FOR VOLUNTEERS**

**Tuesday, January 16, 2024:** Registration opens.

- Individuals who have volunteered in the past will receive an email in January.

**Friday, May 24, 2024:** Volunteer Application Deadline.

- Review all Volunteer requirements and opportunities carefully. Complete the application online and submit your signed Code of Conduct form to the office.
- Volunteer T-shirts are NOT guaranteed after May 24. Please make checks / money orders payable to “Steubenville South” and submit payment before your arrival to the conference site. Or pay by credit card when you submit your volunteer application at [www.steubenvillesouth.com](http://www.steubenvillesouth.com).

**June 21 – 23, 2024:** Steubenville South Conference.

*“Illuminate”* held at the Randolph Riverfront Center.

**Contact the Steubenville South Conference Office with any questions:**

info@steubenvillesouth.com or 318-448-6120.

# SERVICE CREW AND FRANCISCAN L.E.A.D.

## **SERVICE CREW:**

We are so excited to have Service Crew back in 2024! Service Crew is an engaging retreat and service experience. Members come together beginning on Tuesday prior to the conference weekend for retreat and community activities. Starting on Wednesday, the Crew begins to prepare the conference site for the arrival of 2000+ teens, volunteers, priests, and religious! Service Crew provides hands-on work throughout the conference, serving the needs of all participants, staff, and volunteers. Service Crew is a great way to connect with other youth, learn more about the Catholic faith, and serve the local Church.

Service Crew is open to youth who have previously attended a Steubenville Youth Conference and are currently entering their sophomore year of high school through those graduating this spring. Those interested in participating in Service Crew activities may apply online at [www.steubenvillesouth.com](http://www.steubenvillesouth.com).

## **CHECKLIST FOR SERVICE CREW**

**Tuesday, January 16, 2024:** Registration opens.

- Review all requirements and opportunities, including the criteria to apply.

**Friday, May 24, 2024:** Service Crew Application Deadline.

All Service Crew TEAM applicants must meet the following criteria:

- Have previously attended a Steubenville Youth Conference;
- Are entering their sophomore year of high school through those graduating this spring;
- Include the following with their application;
  - 2024 Medical Liability Form;
  - Completed Recommendation Form from your parish youth minister, DRE, or priest;
  - Payment of \$170 (includes food and lodging for the week and weekend, conference fee, and 2 t-shirts);
  - Completed short essay questions;
  - 1 (ONE) clear photo of the applicant.

Service Crew STAFF is open to those who are 19 years of age or older, and have graduated high school by Spring 2024. Contact the Steubenville South Office for more information.

**Tuesday, June 18, 2024:** Service Crew activities begin at Maryhill Retreat Center in Pineville, LA.

Applicants will receive information the first week of June, including arrival and dismissal times.

**June 21 - 23, 2024:** Steubenville South Conference

*"Illuminate"* held at the Randolph Riverfront Center.

**Contact the Steubenville South Conference Office with any questions:**

[info@steubenvillesouth.com](mailto:info@steubenvillesouth.com) or 318-448-6120.

**FRANCISCAN L.E.A.D.:**

***The Franciscan L.E.A.D. program will not take place at this year's Steubenville South Conference, but we look forward to hosting it again in the future. The below gives an overview of the standard application process for your information.***

Franciscan L.E.A.D. is a dynamic Catholic leadership opportunity for teens. This program, in the spirit of St. Francis, will teach the participants the principles of leadership, evangelization, and discipleship through Scripture, Catechesis, daily prayer, the Sacraments, and fellowship. L.E.A.D. week is directed by well-trained youth ministers who will help to share the tools necessary for L.E.A.D. participants to minister to their peers.

Franciscan L.E.A.D. applicants must be registered as a conference participant with a group for the Steubenville South Conference. L.E.A.D. participants come together the Monday prior to the conference weekend and then rejoin their groups on Friday to attend the conference. Franciscan L.E.A.D. is for youth who are active in their youth group and are ready to participate in a leadership training program. The cost for the Franciscan L.E.A.D. program is \$300 (which includes food and lodging for the week, plus materials), in addition to the cost of registering with a group for the conference weekend. Applications are due by April.

**Contact the Steubenville South Conference Office with any questions:**

info@steubenvillesouth.com or 318-448-6120.

## PRIESTS

All priests are encouraged to attend the Steubenville South conference. You are a treasure to the Church and an inspiration to our youth.

- ALL PRIESTS ATTEND FREE OF CHARGE but MUST fill out our “Priest Registration” form available at [www.steubenvillesouth.com](http://www.steubenvillesouth.com).
- No priest will be allowed at the conference without a letter from his bishop stating that he is in good standing. For those priests who register by May 24, 2024, the Steubenville South Conference Office will request a letter of suitability from their Bishop. After May 24, 2024, the priest is responsible for obtaining the letter of suitability from their Bishop, and submitting it to:

Steubenville South Conference Office  
P.O. Box 7417  
Alexandria, LA 71306  
[hello@steubenvillesouth.com](mailto:hello@steubenvillesouth.com)  
FAX: 318-448-6121

- We ask that all priests visit the Priest Check-in table upon arrival on Friday of the conference.
- All priests attending the conference are asked to bring their own alb and stole if planning to con-celebrate or hear confessions.
- Due to diocesan guidelines, ONLY ordained priests may wear clerics at the conference.

## DEACONS

Deacon attend FREE but MUST register as a volunteer, chaperone, or group leader.

- If a deacon would like to serve in the Liturgical Services during the weekend, he must register as a Liturgy Volunteer, even if he is coming as a chaperone or group leader. Registering as a volunteer requires a completed Volunteer application and Code of Conduct form (signed by a priest).
- If a deacon is a chaperone or group leader, he is to be counted in the number of adults on the group registration form. Then, please notify our office.
- Due to diocesan guidelines, ONLY ordained priests may wear clerics at the conference.
- No deacon will be allowed at the conference without a letter from his bishop stating that he is in good standing. For those deacons who register by May 24, 2024, the Steubenville South Conference Office will request a letter of suitability from their Bishop. After May 24, 2024, the deacon is responsible for obtaining the letter of suitability from their Bishop, and submitting it to:

Steubenville South Conference Office  
P.O. Box 7417  
Alexandria, LA 71306  
[hello@steubenvillesouth.com](mailto:hello@steubenvillesouth.com)  
FAX: 318-448-6121

## RELIGIOUS BROTHERS AND SISTERS

All religious are asked and strongly encouraged to attend the Steubenville South Conference. They are a treasure to the Church and an inspiration to our youth.

- Religious attend FREE but MUST register as a volunteer, chaperone, or group leader.
- Registering as a Volunteer requires a completed Volunteer application and Code of Conduct form (signed by a priest or the Religious Superior) for each individual.
- Religious are invited to set up and monitor a Vocation Table. Please use the Volunteer Application to register, listing "Vocation Table" for the desired committee.
- No religious brother or sister will be allowed at the conference without a letter from their bishop stating that they are in good standing. For those religious brothers and sisters who register by May 24, 2024, the Steubenville South Conference Office will request a letter of suitability from their Bishop. After May 24, 2024, the religious brother or sister is responsible for obtaining the letter of suitability from their Bishop, and submitting it to:

Steubenville South Conference Office  
P.O. Box 7417  
Alexandria, LA 71306  
[hello@steubenvillesouth.com](mailto:hello@steubenvillesouth.com)  
FAX: 318-448-6121

## SEMINARIANS

Seminarians attend FREE but MUST register as a volunteer, chaperone, or group leader.

- If a seminarian would like to serve in the Liturgical Services during the weekend, he must register as a Liturgy Volunteer, even if he is coming as a chaperone or group leader. Registering as a volunteer requires a completed Volunteer Application and a Code of Conduct form (signed by a priest).
- If a seminarian is a chaperone or group leader, he is to be counted in the number of adults on the group registration form. Then, please notify our office.
- Due to diocesan guidelines, ONLY ordained priests may wear clerics at the conference.
- No seminarian will be allowed at the conference without a letter from his bishop stating that he is in good standing. For those seminarians who register by May 24, 2024, the Steubenville South Conference Office will request a letter of suitability from their Bishop. After May 24, 2024, the seminarian is responsible for obtaining the letter of suitability from their Bishop, and submitting it to:

Steubenville South Conference Office  
P.O. Box 7417  
Alexandria, LA 71306  
[hello@steubenvillesouth.com](mailto:hello@steubenvillesouth.com)  
FAX: 318-448-6121



## **CHECKLIST FOR PRIESTS, RELIGIOUS, SEMINARIANS, AND DEACONS**

**Tuesday, January 16, 2024:** Registration Opens.

- Review all requirements and opportunities.

**Friday, May 24, 2024:** Registration Deadline.

- Priests register through the form at [www.steubenvillesouth.com](http://www.steubenvillesouth.com).
- Any priests wishing to register after this date, please contact the office directly.
- All seminarians attend FREE but must register by this date as either a volunteer, chaperone, or group leader.
- All religious and deacons attend FREE but must register by this date as either a volunteer, chaperone, or group leader.

**June 21 - 23, 2024:** Steubenville South Conference "*Illuminate*" held at the Randolph Riverfront Center

**Contact the Steubenville South Conference Office with any questions:**

[info@steubenvillesouth.com](mailto:info@steubenvillesouth.com) or 318-448-6120.

## **RESOURCE TABLES AND VENDORS**

- Persons affiliated with other Catholic organizations are invited to register for a resource table. These persons **MUST** already be registered for the conference as a participant or volunteer for the conference. Please contact the office for more information.
- The sale or distribution of any books, tapes, flyers, announcements, pamphlets, free items, or any additional information is permitted only through the conference bookstore, and with the advance written authorization of the Conference Coordinator.

Please report any person who is distributing questionable materials at the conference or without permission to an office staff member.

**This booklet provides information on how to register for the conference, deadlines, and conference policies and procedures. Please also see the FAQs page of the website for additional information.**

**The Steubenville South Conference Office reserves the right to amend and/or change these policies and procedures at any time.**

**Steubenville South Catholic Youth Conference  
Diocese of Alexandria, LA  
4400 Coliseum Blvd., Alexandria, LA 71303  
P.O. Box 7417, Alexandria, LA 71306**

**[www.steubenvillesouth.com](http://www.steubenvillesouth.com)  
[www.diocesealex.org](http://www.diocesealex.org)  
[info@steubenvillesouth.com](mailto:info@steubenvillesouth.com)**

**Phone: 318-448-6120 or 318-445-6424 Ext. 255  
Fax: 318-448-6121**

*Updated: 03/12/2024*