

Le 38ème congrès d'ALCFES

à Baton Rouge

2 au 4 mars 2018

Thème : Célébrons notre trésor !

Tentative Agenda
Hôtel Hilton Capitol Center
201 Lafayette St, Baton Rouge, 70801 (225) 344-5866

vendredi, le 2 mars

4:00 - 6:30 PM	Registration
7:00 PM	Scholarship Test Begins
7:10 - 7:45 PM	Teachers' Meeting
7:15- 7:45 PM	Officers' Meeting
8:00- 9:00 PM	Opening Session (Parade of Banners & Brief intro of regional and state officers)
9:15- 10:00 PM	Ice Breakers
10:15-10:45 PM	Regional Meetings
	Election of Representatives
10:45-11:00 PM	Gathering

Curfew is 30 minutes after the end of the last event.

samedi, le 3 mars

8:00- 9:00 AM	Breakfast (on your own)
8:15- 9:00 AM	Teacher/Officer Meeting
9:00- 10:00 AM	General Assembly
	Introduction of new Regional Representatives
	Presentation of 2018 CODOFIL Scholarship & Exchange Program
10 :00- 3:00 PM	Francophone Rally / Old State Capitol or La. State Museum
4:30 – 6:30 PM	Quiz Bees / Skit / Scholarship interviews / Musical / Creative Writing Competitions

(Remember, students should only compete in ONE event due to the overlapping times. Special permission required to enter 2-if time permits.)

7:30- 9:00 PM	Banquet/ General Assembly
	Guest Speaker
	Election of State Officers
10:15- 12:30 PM	Dance/movie

Curfew is 30 minutes after the end of the last event.

dimanche, le 4 mars

8:30- 9:30 AM	Boutique
9:30- 11:00 AM	Brunch/ General Assembly
	Awards/ Prizes
	Installation of State and Regional Officers
11:00-12:00	Checkout

MAKE NOTE THAT PAGES 3 & 4 MUST BE POSTMARKED BY THURSDAY DECEMBER 14

GUIDELINES

Registration

In order to plan for the proper number of participants, we are asking for a deposit of \$50 per person postmarked by **Thursday December 14, 2017**. The balance of fees and hotel registration forms must be postmarked no later than **Thursday January 11, 2018** (all are encouraged, if possible, to postmark registration packets as early as possible). **IF THERE ARE ANY CONCERNS/EXTENUATING CIRCUMSTANCES REGARDING THESE DUE DATES, PLEASE CONTACT Mme JACQUELINE LABAT AT ST. JOSEPH'S ACADEMY VIA TELEPHONE AT 225-388-2215 OR VIA EMAIL AT labatj@sjabr.org.**

Convention cost PER PERSON:

\$ 225.00 Quad	(4 to a room, 2 nights, 3 meals, registration fee, & t-shirt)
\$ 245.00 Triple	(3 to a room, 2 nights, 3 meals, registration fee, & t-shirt)
\$ 285.00 Double	(2 to a room, 2 nights, 3 meals, registration fee, & t-shirt)
\$ 395.00 Single	(1 to a room, 2 nights, 3 meals, registration fee, & t-shirt)

PLEASE NOTE THAT THE PRICES QUOTED ABOVE ARE PER PERSON. THEREFORE IF YOU DO NOT HAVE 4 STUDENTS TO FILL A ROOM THE ASSOCIATION WILL MAKE AN EFFORT TO MATCH YOUR STUDENTS WITH STUDENTS IN THE SAME SITUATION FROM OTHER SCHOOLS. YOU MAY CHOOSE TO KEEP YOUR ROOMS TRIPLE, DOUBLE OR SINGLE AND PAY THE DIFFERENCE REFLECTED IN THE PRICES ABOVE.

Door Prizes

Door prizes will be given to students and teachers throughout the convention meetings and activities. We will have French T-shirts, CDs, books, and much more. Do not miss your chance to win one of these prizes by missing a meeting!

Hotel Rules

There is a charge for every local telephone call made from a room, so participants should use their cell phone. Any room service or restaurant charges must be paid upon receipt. The hotel will have a list of the rooms being used by ALCFES participants and will not allow anything to be charged to those accounts.

Dress Codes

We strongly suggest that participants dress well for the Saturday evening dinner banquet, by which we mean that the young men should wear a tie and that the young ladies should wear dresses or skirts or nice pants. The small break before dinner should give everyone time to prepare, and the break after will provide time to dress for the dance. A well-dressed contingency at the banquet will make a better impression on our honored guests.

Registration

Please be at the hotel in plenty of time to register. Registration will be held on the Friday of convention from 4:00 to 6:30 p.m. only. There will be a teacher meeting at 7:15 p.m. **Each club will be responsible for having dinner at its convenience.** Students are also responsible for breakfast Saturday morning. The following meals will be included in your convention package: 1) lunch at the outing Saturday afternoon, 2) the banquet Saturday evening and, 3) awards brunch Sunday morning. Transportation to the Saturday outing is included.

**CLUB MEMBERSHIP FORM/INITIAL CONVENTION DEPOSIT
2018 ALCFES CONVENTION
2 au 4 mars 2018**

DEPOSIT DUE BY DECEMBER 14, 2017

IMPORTANT: This completed form with a check must be postmarked no later than **December 14, 2017**.
This will insure that you will be among the first to get the latest updates.

This deposit is non-refundable.

SCHOOL NAME: _____

SPONSOR'S NAME: _____

SPONSOR'S EMAIL: _____

SCHOOL TELEPHONE NUMBER: _____

ESTIMATE NUMBER OF PARTICIPANTS FROM YOUR CLUB ATTENDING 2018 ALCFES

CONVENTION: _____

Fill in the next page with tentative names of participants. Exchanges of participants are allowable.

The estimation of students for every club allows for ALCFES to do necessary planning. You will be allowed to exchange names or increase your numbers. When your form and check arrives, your club will receive a confirmation email. If you do not provide an email address, you will receive a confirmation telephone call. The membership fee for ALCFES is **\$25 per club** and must be paid at the same time as your registration with one check made payable to **ALCFES** and returned to:

ALCFES
c/o Jacqueline Labat
St. Joseph's Academy
3015 Broussard Street
Baton Rouge, LA 70808

THIS FORM, \$50 PER PARTICIPANT AND THE \$25 ALCFES MEMBERSHIP FEE MUST BE POSTMARKED BY DECEMBER 14, 2017. PLEASE LET US REMIND YOU THAT ONLY THOSE PARTICIPANTS WHOSE SCHOOL HAS REGISTERED AND PAID THEIR DEPOSIT BY THE DEADLINE WILL BE CONSIDERED FOR THE SCHOLARSHIP COMPETITION.

THIS FORM, \$50 DEPOSIT PER PERSON AND \$25 MEMBERSHIP FEE POSTMARKED BY DECEMBER 14, 2017.

Names of ALCFES 2018 participants (this includes all chaperones)

SCHOOL NAME _____

TOTAL NUMBER OF STUDENTS _____

TOTAL NUMBER OF CHAPERONES _____

TOTAL NUMBER OF PARTICIPANTS _____

Estimate Number of Rooms Total:

_____ Quad(s) _____ Triple(s) _____ Double(s) _____ Single(s)

TOTAL DEPOSIT AMOUNT (Including \$25 Club Fee) _____

THIS DEPOSIT IS NON-REFUNDABLE

Room Number	Tentative Names in Each Room
Room 1	1. 2. 3. 4.
Room 2	1. 2. 3. 4.
Room 3	1. 2. 3. 4.

Room 4	1. 2. 3. 4.
Room 5	1. 2. 3. 4.
Room 6	1. 2. 3. 4.
Room 7	1. 2. 3. 4.
Room 8	1. 2. 3. 4.
Room 9	1. 2. 3. 4.

FINAL BALANCE POSTMARKED BY JANUARY 11, 2018.

Please let us remind you that only participants whose school has paid their balance by the deadline will be considered for the scholarship competition.

REGISTRATION FORM / ROOMING LIST

2018 ALCFES CONVENTION

2 au 4 mars 2018

NAME OF SCHOOL: _____

SCHOOL PHONE: _____ **FAX NUMBER:** _____

SPONSOR'S E-MAIL ADDRESS: _____

*If you don't have an email, you will receive a phone confirmation. Because of the size of our convention, we are unable to allow clubs to attend or to observe parts of the convention. Any club who participates in the convention must agree to take the entire convention package. This means you must attend all meetings, take all scheduled meals, and spend two nights in the hotel. Also, please list the level of French of each of your participants so we may prepare properly for icebreakers.

This registration form will also serve as the rooming list for your club; therefore, please be sure to list students according to room assignments. If you need to add additional rooms, please photocopy the second table. Please insert room group number in the room number column (example: 6-1, 6-2, etc.).

Don't forget to list a T-Shirt size: S, M, L, XL, XXL. Please keep a copy of this form so you know the t-shirt sizes requested by your students. Though we will do our best, we cannot guarantee t-shirt sizes.

Please tell us the:

Total number of French **I** students: _____

Total number of French **II** students: _____

Total number of French **III** students: _____

Total number of French **IV** students: _____

Total number of French **V** students: _____

Total number of **immersion** students: _____

Total number of **teachers** and chaperones: _____

Total number of participants: _____

The Costs

QUAD ROOMS: _____ x \$225 = \$ _____

TRIPLE ROOMS: _____ x \$245 = \$ _____

DOUBLE ROOMS: _____ x \$285 = \$ _____

SINGLE ROOMS: _____ x \$395 = \$ _____

TOTAL AMOUNT OWED: \$ _____

Minus TOTAL DEPOSIT ALREADY PAID (please do not include the \$25 club dues): \$ _____

Equals TOTAL AMOUNT ENCLOSED: \$ _____

Rm. No.	Name	Vegetarian Y/N	T-shirt Size	French Level	Gender	Check Off Cost Per Person			
						\$225	\$245	\$285	\$395
1-1					M / F				
1-2					M / F				
1-3					M / F				
1-4					M / F				
2-1					M / F				
2-2					M / F				
2-3					M / F				
2-4					M / F				
3-1					M / F				
3-2					M / F				
3-3					M / F				
3-4					M / F				
4-1					M / F				
4-2					M / F				
4-3					M / F				
4-4					M / F				
5-1					M / F				
5-2					M / F				
5-3					M / F				
5-4					M / F				

Rm. No.	Name	Vegetarian Y/N	T-shirt Size	French Level	Gender	Check Off Cost Per Person			
						\$225	\$245	\$285	\$395
6-1					M / F				
6-2					M / F				
6-3					M / F				
6-4					M / F				
7-1					M / F				
7-2					M / F				
7-3					M / F				
7-4					M / F				
8-1					M / F				
8-2					M / F				
8-3					M / F				
8-4					M / F				
9-1					M / F				
9-2					M / F				
9-3					M / F				
9-4					M / F				
10-1					M / F				
10-2					M / F				
10-3					M / F				
10-4					M / F				

Description of ALCFES Officials

Elections for the four state offices will take place by secret ballot, prepared by the vice-president. Ballots will be collected and tabulated at the convention. Only one candidate per school may run for a position of the Executive Council. Voting for regional representatives will be done in regional meetings and only one Regional Representative may run per school. All speeches must be in French. In order to run for a state or regional office a form (found in this registration packet) must be filled out by the candidate and his/her sponsor. Specific rules can be found in the candidate form.

THE EXECUTIVE BOARD OF ALCFES

The Executive Board of ALCFES is comprised of the state officers (president, vice-president, secretary, and treasurer) and their teachers/sponsors. The Executive Board shall meet monthly to conduct business between state conventions. The state president serves as the chair of the Executive Board.

PRESIDENT

The president presides at all general assembly(s) at State Convention and meetings of ALCFES and the Executive Board. He/She drafts the agenda for State Convention and works with the Sponsors in the planning of convention activities. The president communicates monthly with his officers and the Sponsors. He oversees his officers and reminds them of their responsibilities. The president appoints and serves on *ad hoc* committees.

At State Convention the president oversees registration and greets arriving chapters. He ensures that the assembly area is set up for each general meeting and that all contests, banquet, and scholarship, etc. rooms are set up according to specifications. He oversees all aspects of the convention and is expected to help in any capacity. This may include maintaining order and solving problems that arise.

Although the president does not have a multitude of specific duties, he is the backbone of a successful ALCFES. His leadership and example are vital to the organization: he sets the mood for all activities. He is indirectly responsible for every phase of ALCFES and must see that the organization runs smoothly and efficiently.

VICE-PRESIDENT

The vice-president corresponds with prospective and non-renewing ALCFES members. He is the Membership Director for Louisiana. The vice-president assumes the role of president in his/her absence and performs special duties assigned to him by the president. The vice-president is responsible for organizing and buying items for the boutique.

SECRETARY

The secretary records the minutes of all meetings of the ALCFES and the Executive Board and forwards them to each Board Member in good standing. He carries out statewide correspondence and performs standard secretarial duties for the organization. He also serves as publisher of the ALCFES newsletter. He is responsible for gathering, editing, and publishing articles of interest about ALCFES at least twice yearly. The secretary supervises the lost and found.

TREASURER

The treasurer is responsible for all financial matters. He writes checks and gives the financial report at the annual convention. He is also required to complete a budget after each convention. He is responsible for collecting all door prizes given out during convention.

REGIONAL PRESIDENT

The regional presidents are responsible for organizing any regional activities and encouraging new schools in their area to join. They are also responsible for updating regional representatives prior to meetings. The regional president is the person who has received the majority vote at the regional meeting. Only a student who has declared in advance and sent in their paperwork may run for regional president.

REGIONAL REPRESENTATIVES

Regional representatives attend all board meetings and aid the regional presidents as needed.

Intent to Run

Regional Representative ALCFES 2019

DUE BY JANUARY 11, 2018

IMPORTANT: If this completed qualification form is not postmarked by **January 11, 2018**, the candidate will automatically be disqualified. Candidates' speeches at the regional meeting must be *complètement en français*. **Please be aware that only one candidate per school may run!!**

I, _____, of _____ High School declare with this statement my intent to run for the Office of Regional Representative for the 2018-2019 Congrès d'ALCFES. I understand all the conditions of holding office in ALCFES, and, if elected, I agree to attend the pre-convention meetings.

Candidate's signature

Date

Parent's/Guardian's signature

Date

Current grade (circle one): **Freshman** **Sophomore** **Junior**

I, as sponsor of the above student, agree to his/her candidacy and will attest to the fact the he/she is a student of French in good standing and is capable of holding office in ALCFES. I understand all the conditions of holding office in ALCFES, and, if elected, I agree to attend the pre-convention meetings throughout the state.

Sponsor's signature

Date

Home Address: _____

City, State, Zip: _____

Home Phone: _____

Home Fax: _____

E-mail: _____

School Address: _____

City, State, Zip: _____

School Phone: _____

Ext: _____

School Fax: _____

Sponsor E-mail: _____

List year(s) of French taken and any French study programs, exchanges, or trips in which you have participated.

List high school activities, clubs, honors, and awards.

Describe in 5-6 lines why you would like to be a regional representative and state any plans you may have to improve this organization.

**Return to ALCFES c/o Jacqueline Labat, St. Joseph's Academy,
3015 Broussard Street, Baton Rouge, LA 70808 Fax 225-344-5714
Must be postmarked by January 11, 2018**

List year(s) of French taken and any French study programs, exchanges, or trips in which you have participated.

List high school activities, clubs, honors, and awards.

Describe in 5-6 lines why you would like to be a State Officer and state any plans you may have to improve this organization.

Return to ALCFES c/o Jacqueline Labat, St. Joseph's Academy,
3015 Broussard Street, Baton Rouge, LA 70808
Must be postmarked by January 11, 2018.

ACTIVITY/COMPETITION REGISTRATION FORM

DUE BY JANUARY 11, 2018.

Important: This form must be postmarked at the **latest, by January 11, 2018** or the school's contestant(s) will not be eligible to compete in the competitions.

Name of School: _____

Please place a \checkmark next to all activities/competitions your club plans to enter.

I. NON-COMPETITIVE ACTIVITIES

_____ Open Mic performance(s) in French

_____ Karaoke in French

OPEN MIC is an opportunity for students to exhibit different French or French influenced performances for their peers in a non-competitive atmosphere. Previous exhibitions have included instrumental, vocal, and rhetorical performances. The purpose of the event is to have fun and promote the French language and the interschool community. Please make every effort to perform in French or bilingually. There is no limit on the number of students per school who may participate in the above-mentioned events. The students simply need to perform in French.

II. COMPETITIVE GROUP COMPETITIONS

_____ Skit Competition (beginner and advanced levels)

Circle only one level please: **Beginner** **Advanced**

The title of our skit is: _____

We will need the following for our skit: _____

_____ Scrapbook Competition

_____ Banner Competition

_____ Vocal Music Competition

_____ Creative Writing Competition

_____ Video Competition

III. INDIVIDUAL STUDENT COMPETITIONS

_____ Spelling Bee (beginner level)

Candidate's name: _____

_____ Cultural Quiz Bee (advanced level)

Candidate's name: _____

_____ Scholarship Competition

Candidate's name: _____

**Return this form to:
ALCFES
c/o Jacqueline Labat
St. Joseph's Academy
3015 Broussard Street
Baton Rouge, LA 70808**

***** IMPORTANT! MUST READ! *****

SCHOLARSHIP COMPETITION RULES

1. Scholarships are only available to students who HAVE NOT previously won a scholarship through ALCFES
2. **One student** from each school will be allowed to compete for a *bourse d'été* (summer scholarship) in Belgium, Canada or France. Scholarship sponsors are requiring that the candidates be either juniors or seniors at the time of the scholarship competition. Please note that certain scholarships require that the student be 18 by June 1, 2018.
3. On Friday evening, the scholarship contestants will take a written test. On Saturday afternoon, the scholarship contestants must be present for an interview (*en français*) with a panel of judges consisting of representatives of the four governments and universities who are offering the scholarships: Louisiana, Belgium, Canada and France. This means that the scholarship contestants may not be free to attend the other activities held during the time at which the test is administered on Friday.
4. The panel of judges will select the scholarship winners according to their ages and qualifications.
5. Please note that scholarships may be added or modified up until the time of the convention, depending on the agreements set forth between the Council for the Development of French in Louisiana (CODOFIL) and the foreign governments and universities who are offering the scholarships.
6. For more information concerning the scholarships, please visit CODOFIL's website (www.codofil.org).

**SKIT COMPETITION RULES
BEGINNER AND ADVANCED LEVELS**

1. The skit competition is divided into **two separate levels**. The **Beginner Level** will be comprised of French I and French II students only. The **Advanced Level** may be comprised of French I, II, III, IV, and V students. A school can enter the skit competition in both or either level. Participants are requested to include the name of their skit with all other information in the registration form. If a school plans to enter a skit using one or more participants above French II, that skit must be entered in the **Advanced Level**.
2. There is a **time limit of 3 to 5 minutes** per skit presentation. A skit will be automatically disqualified if extended beyond the **5 minute limit**. This can be avoided if the skit is timed during practice. There is also a **time limit of 3 minutes for setup preparation** between skits.
3. Skits will be judged on originality, usage of French, and audience appeal. No special credit will be given for elaborate costumes or scenery.
4. **Teachers should approve all skits prior to performance for appropriateness.**

NOTE: Since other competitive activities may overlap the skit competition, avoid entering students in the skit competition if they are participating in other events.

SPELLING BEE COMPETITION RULES BEGINNER LEVEL

1. This contest is open to French I and French II students **only**. Each school is allowed **one** contestant.
2. The general format of this contest is that of an English spelling bee. Each student takes a turn at spelling a word pronounced by the Quiz Master. If incorrect, the student cashes in his/her “chance” and then is disqualified after the second misspelled word.
3. The target words will be French and the contestant must spell them using the French alphabet. Each contestant must first pronounce the target word, spell it, then pronounce it again to complete his/her response. The participant must consistently spell the words given him/her correctly in correct French letters and accents. If a contestant realizes **before he/she has finished spelling the word** that he/she has mispronounced a letter or given the wrong letter, he/she may begin spelling the word again **one time only without penalty**. The penalty is disqualification.
4. The words used in the spelling bee will be taken from AMSCO School Publications, French, First Year, workbook, c. 1996, pp. 365- 394. This workbook can be found in many French classrooms. If you do not have a copy, you can purchase one from the School Book Company of Louisiana, 2630 Daisy Avenue, Baton Rouge, Louisiana 70805, or call them toll free at 1-800-272-3055.
5. The officials of the contest will be a quiz master (M.C.), a judge-scorekeeper, and a timekeeper/bell ringer.
6. The quiz master will pronounce the target word, give a sentence illustrating its correct use, then pronounce the word again. The timekeeper will call time at the end of a minute if no correct answer has been given.
7. The judge will determine if an answer given by the participant is correct. The judge may eliminate a contestant for the following reasons: incorrect spelling, incorrect pronunciation of the French alphabet, non-observance of the one-minute time limit, assistance from the audience.*
8. The Quiz Bee Level I (Spelling Bee) will be held at the same time as other events. **This means that a school's contestant cannot participate in a concurrent event.** This event will begin promptly at the designated time. Any contestants not present at this time will be disqualified.
9. The last remaining contestant wins the competition.

* Please note that **NO** assistance from the audience will be tolerated. If anyone from the audience gives the contestant the answer, the contestant is automatically disqualified.

QUIZ BEE COMPETITION RULES ADVANCED LEVEL

1. Students will answer questions about various classic elements of francophone culture.
2. All answers will be delivered in French and will be judged for correctness with regard to content and ability to speak in French.

FRENCH VIDEO COMPETITION RULES

1. Each school is to create a short, original video highlighting the convention theme.
2. There is a minimum time limit of three minutes and a **maximum time limit of four minutes.**
3. Entries are encouraged to stress originality, spirit, and the usage of French as well as the convention theme.
4. All video entries must be uploaded on YouTube and the YouTube link must be sent to ALCFES (congresalcfes@gmail.com) by Friday, February 23, 2018. All videos (on USB along with their script must be submitted upon arrival at the ALCFES Convention on Friday, March 2, 2018.
5. The entries will be featured throughout the convention.

SCRAPBOOK COMPETITION RULES

1. All captions and narratives must be in French.
2. The scrapbook should contain only activities from the previous convention to the present convention.
3. Scrapbooks should be placed on the designated exhibit table upon arrival Friday evening and can be picked up on Saturday evening.

BANNER COMPETITION RULES

1. All slogans, logos, mottos, etc., must be in French and must reflect this year's theme.
2. Each competing school must present a new banner each year.
3. Each banner must measure **no more than 1 m. x 1 ½ m.** **The banner will be disqualified from the competition if it exceeds 1 m. X 1 ½ m.** The banner may be made out of any pliable material, for example, cloth, paper, canvas, etc. Your club must attach the school number assigned when it is registered.
4. Elaborate materials and designs are not necessary. Banners will be judged for content, originality, and correctness of French, as well as presentation. Awards will be given in two categories: best artistic presentation and best representation of convention theme.
5. Please choose two club members to carry your banner in the parade.

VOCAL MUSIC COMPETITION

1. Each school may enter one vocal music number with no more than 3 people.
2. Accompaniment is allowed live or on cassette. All instruments and/or musical equipment must be supplied by the student(s).
3. Songs must be sung in French.
4. Three copies of the lyrics must be provided to the judges.
5. There is a time limit of four minutes for each entry. Any school exceeding these limits WILL BE DISQUALIFIED.

6. Entries will be judged on musical talent, entertainment, preparation, and usage of French.
7. Any student participating in the vocal music competition CANNOT participate in other competitions (skit, quiz bee, etc.)

CREATIVE WRITING

1. A maximum of three students from the same school will form a group and write a story using at least eight of ten pictures which will be provided at the competition. The objective of the competition is to write the most creative and imaginative story using correct French grammar. French-English dictionaries are permitted but must be provided by the students. The students will have one hour to complete their story. Students will not write their names on the paper. The students will write their school's assigned number (to insure fair judging).
2. Each school will be allowed to enter one team of participants. A team will consist of a maximum of three students of any level of French.
3. Students will be penalized for using fewer than 8 pictures.
4. A panel of judges will read each story and score them using the rubric below. The average score for each story will be used to determine the winner.
5. Rubric:
Vocabulary, spelling, grammar, clarity: 50 points
Creativity: 50 points
TOTAL: 100 points
6. The authors of the winning story will be invited to read their story at the closing session on Sunday.

ALCFES RULES FOR CONVENTION BEHAVIOR

1. A sponsor (teacher, parent, chaperone) must accompany each school at all times. **FOR EVERY 15 STUDENTS, THERE MUST BE ONE CHAPERONE.**
2. Sponsors and convention organizers have the right to correct students from other schools if those students are found violating convention rules.
3. ALCFES allows students to sit with other schools at General Assemblies. This encourages exchanges of ideas and student interaction. However, the final decision is left up to the school sponsor who is accountable for his/her students.
4. Curfew has been defined as **thirty minutes** after the end of the last scheduled activity. For example, if the dance ends at 12:30 a.m., curfew is 1:30 a.m. At the time of curfew, every student is to be in his/her assigned room. A sponsor should make a room check at the time of curfew.
5. It should be understood that when a student or sponsor registers for the convention, he/she is agreeing to attend **all** scheduled meetings and activities. Students will not be allowed to leave a meeting without a designated pass from his/her sponsor. Attendance at all activities also includes attendance at the dance. We ask that no club plan private celebrations or meetings during the dance.
6. Nametags **must** be worn at all times. This is for student safety and for school identification in the event students are violating convention rules. We also want to know who's doing well!
7. Any student found responsible for damaging hotel property will be required to make full restitution.
8. Any student who continuously disrupts meetings or activities, or who has in his/her possession drugs or alcohol, will be sent home. A letter will later be sent to that student's school principal.
9. Each student attending the convention is required to sign the **Pledge d'Honneur**, which must be countersigned by one parent and the student's teacher.
10. **Students found speaking in French to each other, to state officers, to sponsors or to chaperons, will be justly rewarded. Ask about these rewards, but remember to try asking in French.**
11. The Pledge d'Honneur may be brought with the teacher to convention. It is not necessary to submit them by mail prior to the convention.

**ASSOCIATION LOUISIANAISE DE CLUBS FRANÇAIS
DES ÉCOLES SECONDAIRES**

PLEDGE D'HONNEUR

(Sponsor: please bring these forms with you to the Convention.)

I, _____, understand that it is a privilege to participate in the *Congrès de l'Association Louisianaise de Clubs Français des Écoles Secondaires*. I, therefore, pledge to abide by the ALCFES Rules of Convention Behavior while attending the Congrès.

Student's signature

Name: _____

Parents' names: _____

School: _____

I, _____, as sponsor of this school's French Club, do certify that this student has signed the *Pledge d'Honneur* and understands the convention rules for behavior, guidelines, rules for all activities, and candidate qualification sheets.

Sponsor's signature

Note: Please make one copy for each participant.

PHOTO AND MEDIA RELEASE FORM

I give permission for my son/daughter, _____, to be photographed and recorded at the 2018 ALCFES Convention for archival and publicity purposes. ALCFES may share my son's/daughter's photographs and recordings from the 2018 ALCFES Convention with the Council for the Development of French in Louisiana (CODOFIL) for publicity purposes.

Student's name (printed): _____

School: _____

Sponsor's name: _____

Student's signature _____

Parent's signature _____

Note: Please make one copy for each participant.

DON'T FORGET:

The following items must be postmarked by midnight on **January 11, 2018** and mailed to the address below:

- Complete registration
- All competition registration forms (if you haven't already sent this)
- Regional representative qualification form (if you haven't already sent this)
- State officer qualification form (if you haven't already sent this)
- Payment (**Please send ONE CHECK ONLY per school and make your check payable to ALCFES.** Any club who sends individual checks for each club member will have their registration returned to them. Thank you for your cooperation.)

Mail to: ALCFES

Jacqueline Labat c/o Saint Joseph's Academy
3015 Broussard Street
Baton Rouge, Louisiana 70808

Phone: (225) 388-2215
Fax: (225) 344-5714

Please note that **registration is non-refundable**. However, a school may substitute names for the rooming list if necessary.

You will receive an e-mail confirmation upon receipt of your registration.

If you do not receive a confirmation by January 19, 2018, please email ALCFES at congresalcfes@gmail.com.

A short teachers' meeting will be held on Friday evening and Saturday morning during the convention. We will review the convention schedule and rules and announce any changes, additions, etc.