

## How to Start an Alateen Group

Each Area in the World Service Conference structure has Alateen Safety and Behavioral Requirements in place. Al-Anon members wishing to become certified as Al-Anon Members Involved in Alateen Service (AMIAS) need to become familiar with their Area's Requirements. Information may be obtained from:

- Your District Representative or District Alateen Chair/Coordinator/Liaison.
- Your Area Alateen Coordinator or Area Alateen Process Person (AAPP)
- Your Al-Anon Area website. Some Areas post the Alateen Safety and Behavioral Requirements on their websites with information to contact the Alateen Coordinator. Go to [www.al-anon.org](http://www.al-anon.org) and click on the drop-down for "Al-Anon meetings" to access "Worldwide Al-Anon Contacts" and select your state or province.
- Contact the Al-Anon World Service Office (WSO) at [wso@al-anon.org](mailto:wso@al-anon.org), or by calling (757) 563-1600. Staff will provide the contact information of your Area Alateen Coordinator.

Professionals, members of Alcoholics Anonymous, and anyone else interested in opening an Alateen group, please contact the Al-Anon World Service Office (WSO) at [wso@al-anon.org](mailto:wso@al-anon.org) or by calling (757) 563-1600.

After all the steps in your Al-Anon Area process are completed, the Area submits the Alateen group information to the WSO AFG Records Department through their web-based application. Once all information is verified, the Alateen group will be assigned a WSO ID number and the Area is notified. The WSO will send a welcome packet of introductory materials to the Current Mailing Address (CMA) of the Alateen group. Please remember that the CMA must be a certified AMIAS.

### Important Things to Know when Starting an Alateen Group:

- Alateen groups must be registered through the Area process first, with certified AMIAS named as the Alateen Group Sponsors **before the group begins to meet**.
- Alateen meetings are closed meetings; only Alateens and certified AMIAS affiliated with the group attend.
- Only currently registered Alateen groups are able to use the Alateen name and are listed in local directories and on websites.
- All changes to Alateen group information are sent to WSO through your Area process. Bypassing the Area process will create delays.

### Helpful Alateen Information (found on [al-anon.org](http://al-anon.org))

- [Starting an Alateen Group \(G-19\)](#)
- [Alateen Safety Guidelines \(G-34\)](#)
- *Youth and the Alcoholic Parent (P-21)*
- [Facts about Alateen \(P-41\)](#)
- [Information for Educators \(S-64\)](#)
- *A Guide for Sponsors of Alateen Groups (P-29)*
- [Alateen Sponsorship: Is It for You? \(S-27\)](#)
- [Al-Anon/Alateen Service Manual \(P-24/27\)](#)
- [Alateen Service e-Manual](#)

### WSO Alateen Forms

(All Alateen forms are distributed by the Area)

Al-Anon Member Involved in Alateen Service (AMIAS) Form
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Alateen Registration/ Group Records Change Form (GR-3)
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