LAU
الجامعة اللبنانية الأميركية
Lebanese American University

Student Development and Enrollment Management

Outreach, Leadership and Empowerment

LAU SIMULATION MODELS

Registration & Regulations Guide (RRG)

2026 - 2027

Outreach, Leadership and Empowerment (OLE)

Lebanese American University (LAU)

22nd GC LAU MUN, 16th LAU MAL, 11th LAU MEU, & 7th LAU MGG

LAU Model United Nations

نموذج جامعة الدول العربية
LAU Model Arab League

LAU Model European Union

mgg MODEL GOOD GOVERNANCE

Updates & Changes

Version: **v.2.1.0**

V	Change	Description	Page
1.1.0	**Terminology Update**	Background Guide named to Preparatory Guide	**9**
2.1.0	**MUN Final Conference Dates**	MUN Final Conference Date changed to April 3 and 4, 2027	**11**
	Students Advisors	Student advisors should be a certified previous delegates	**16**

All changed sections of this guide are clearly marked with a yellow stroke to the left of the changed area.

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New Updates in 2027

Look for this NEW stamp throughout the document.

Below is a new change in our program policy for this year as of last year. Make sure to read the full guide to understand it in detail!

- Advisors regular certificate of participation **minimum attendance requirement** has been added.
- Distinguished Performance Award name standardization. NEW

Recent Updates Still in Effect!

Look for this RECENT stamp throughout the document!

Below are headlines of only some of the recent changes and additions in our programs as of last year. Make sure to read the full guide to understand them in detail!

- Addition of the **Cultural Mixer!** A return of the LAUSM's famous cultural day and talent show merged!
- Re-instatement of the **International Mock Simulation!** A selection process for a funded trip to international conferences abroad *(select number of winning delegates per year).*
- **Advisors** - above the age of 18 years old - to benefit from a **symbolic gesture** upon full completion of the **Advisor Workshop Series.**
- **Additional Opportunities** - A select number of top and best performers will be given the opportunity to enhance their skills in certain programs and camps such as LAU's Summer Camps and activities.
- Addition of Participation Agreement for Participant **(PAP) and required ID documentation** per registrant (Delegates & Advisors).
- Our website includes an **FAQ section** that provides answers to the most frequently asked questions.

Please ensure you read the full document below and familiarize all participants (Delegates & Advisors) with its contents.

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I. LAU Simulation Models (LAUSM)

A. General Information

The Outreach, Leadership, and Empowerment (OLE) department at LAU hosts the annual LAU Simulation Models (LAUSM) as part of its Youth Leadership Programs. These programs are Lebanon's oldest & largest simulation conferences, which are open for both High School and Middle School students from across the country. These programs are designed to spread a culture of leadership, civic engagement, and peace among the Lebanese youth.

Under the slogan "Momentum in Impact ", the Lebanese American University Simulation Models, proudly launches this year's four programs:

- 22nd High School and 15th Middle School GC LAU Model United Nations (GC LAU MUN),
- 16th High School and 10th Middle School LAU Model Arab League (LAU MAL),
- 11th High School LAU Model European Union (LAU MEU),
- 7th LAU Model Good Governance (LAU MGG).

In each of these Simulation Models, delegates will learn extensively about their respective institutions and fully master the art of diplomatic finesse, which includes speech writing, public speaking, negotiation skills, and conflict resolution. All of these programs thus strive to prepare a generation of determined and resolute young minds to enact positive change in their communities.

B. Our Website

The LAU Youth Leadership Program website, youthleadership.lau.edu.lb, provides comprehensive details on our initiatives, including the LAU Simulation Models (LAUSM). Participants and their guardians have continuous access to the most up-to-date information on program details, schedules, application guidelines, new opportunities, and safety and security procedures, ensuring everyone stays informed and prepared.

Our website includes a dedicated **Frequently Asked Questions (FAQ)** section covering common questions about the programs, registration process, attendance requirements, certificates, scholarships, and other important program-related information. RECENT

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II. LAUSM Brief Overview

A. Structure

Each of the four simulation models will follow a specific structure which consists of the following:

- 2 Training Sessions
- A Mock Conference
- A 2 day Final Conference
- A 1 day International Mock Conference for winners of Awards 1 and 2

B. Our 4 Programs | What's in it for Delegates & Advisors

a. Global Classrooms LAU Model United Nations (GC LAU MUN)

The 22nd High School and 15th Middle School Global Classrooms Model United Nations (GC LAU MUN) offers high school and middle school students the opportunity to simulate the proceedings of an actual United Nations conference. By participating in this program, students will get the chance to develop key interpersonal skills all the while debating prominent and cross-cutting world issues.

The Training Sessions will introduce students to the foundations of the United Nations, the flow of the procedure and debate of a typical UN conference, as well as important soft skills that will advance their professional development.

In the Final Conference, students will embody an ambassador of a certain member state partaking in a debate within a particular UN body or agency. At the end of the conference, the students will have come up with concrete resolutions for a particular world issue by applying all the knowledge they had acquired during the Training Sessions.

b. LAU Model Arab League (LAU MAL)

The 16th High School & 10th Middle School Model Arab League (LAU MAL) is a youth leadership program that offers high school and middle school students the opportunity to simulate the proceedings of an Arab League conference. By participating in this program, students learn, practice, and develop their leadership skills by discussing and exploring prominent social, political, and economic issues currently affecting the Arab world.

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The Training Sessions will introduce students to the structure and history of the Arab League, the flow of the procedure and debate of an AL conference, as well as important soft skills that will advance their professional development.

In the Final Conference, students will represent member states, convening together in critical debates within different committees of the Arab League. By the end of the conference, the students will have attempted to solve problems and achieve consensus on important issues, devising tangible solutions to questions faced by Arab diplomats on a daily basis.

c. LAU Model European Union (LAU MEU)

The 11th High School Model European Union (LAU MEU) is an educational leadership program that offers high school students the opportunity to represent various European Union member states and prominent figures in a simulation of European Union institutions. By participating in this program, students will get to explore the European Union and its strategic and geographic potential as well as the dynamics between the EU Member States at the commercial, cultural, and social levels in order to understand the primordial nature of the European continent in world politics.

The Training Sessions will give students an overview of the European Union's history and structure, the flow of the procedure and debate of a typical EU conference, as well as important soft skills that will advance their professional development.

In the Final Conference, students will have the chance to represent a Member of the European Parliament, a Head of State, or a European Minister. At the end of the conference, the students will have come up with policy recommendations for prominent issues facing the European Union.

d. LAU Model Good Governance (LAU MGG)

The 7th High School Model Good Governance (LAU MGG) aims to educate Lebanese high school students about the principles of good governance and their application in Lebanon as well as empower them to find innovative solutions to the most pressing economic, political, and social issues facing the country.

The Training Sessions will educate students about the country's situation and the state of governance in Lebanon, the flow of the procedure and debate that

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will occur in the Final Conference, as well as important soft skills that will enhance their professional development.

In the Final Conference, students will represent a certain international organization or non-governmental organization partaking in a debate within a specific Lebanese Ministry. At the end of the conference, students will have come up with sustainable reforms and policy recommendations to resolve a current issue in Lebanon.

e. All 4 Programs Advisor Workshops

As advisors accompany delegates to LAU campuses to ensure a smooth flow of their day, we also plan to engage advisors in the optional 2027 Advisors Workshop Series!

This is a three-part workshop series that will take place between Training Session I and the Final Conference. It aims to serve as partial professional development for our advisors as well as providing additional training and mentoring techniques in the fields of research, coaching, leadership, diplomacy, and more which may be useful in preparing delegates for the conference or for daily life encounters.

- Attendance Policy: Full attendance required - 3 of 3 workshops (in order to obtain a certificate).
- Outcome: Workshop Completion Certificate in name of advisor (this is a certificate in addition to the regular Advisor's Participation Certificate received by advisors who abide by the attendance policy).
    - *Advisors - above the age of 18 years old - will benefit from a symbolic gesture should they complete the workshop series.* ***RECENT***

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III. Index of Terminologies

Before you proceed with this guide, kindly find below an index of key terminologies of the LAU Simulation Models. They shall help you in comprehending the content of this booklet.

A. **Advisor** – The official responsible for a particular delegation.

B. **Advisor Workshops** - This is a three-part workshop series that will take place between Training Session I and the Final Conference. It aims to serve as partial professional development for our advisors as well as providing additional training and mentoring techniques in the fields of research, coaching, leadership, diplomacy, and more which may be useful in preparing delegates for the conference or for daily life encounters.

C. **Preparatory Guide** – Information regarding the topic discussed in a committee, distributed to the delegates before the conference. Required to begin research on the country's position.

D. **Cultural Mixer** - LAUSM social event where delegations and participants showcase the cultural uniqueness of their represented countries in a combination of cultural display and talent show. LAUSM's famous cultural day and talent show merged! ***RECENT***

E. **Delegate** – A school student (high school or middle school) acting as a representative in a simulation models committee for the final conference and a participant throughout training sessions.

F. **Delegation** – The group of students from one school representing a country in respective committees at the LAUSM Conference.

G. **Emergency Care Team (ECT)** - The Emergency Care Team (ECT) is a dedicated group responsible for managing and responding to medical emergencies that arise during the Simulation Models pending the arrival of Red Cross and Civil Defense officers. They are the designated professionals as first responders.

H. **Final Conference** – A two-day conference at the end of an LAUSM program, where students become delegates in their respective committees.

I. **Head Delegate** – A member of the school's delegation who is also its leader.

J. **International Mock** - A selection process for winners of Awards 1 and 2 for a fully funded trip to an International Conference abroad *(select number of winning delegates per year).* ***RECENT***

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K. **LAUSM Got Talent** – A celebration of diversity where delegates participate in a talent show for creative & artistic display of talents.

L. **Mock Conference** - A one-day preparatory conference as a practice for all students in preparation for the Final Conference.

M. **Outreach Coordinator** - An LAUSM team member maintaining communication between LAU Simulation Models and registered delegations. The Outreach Coordinator leads the outreach desks and manages registration.

N. **Outreach Information Desk** – a desk found in both campuses with a secretariat member ready to answer all program and campus related questions.

O. **Policy Statement** – Written by a delegate before the final conference, the Policy Statement represents a country's/representative's position regarding the topic being discussed.

P. **Registration Desk** – A desk available at every campus gate for ID scanning and attendee registration in addition to the information desk.

Q. **Secretariat** – The LAU student volunteers who are part of organizing LAUSM sessions.

R. **Secretary-General** – The student representative heading the secretariat of LAUSM from LAU.

S. **SMTV** - LAUSM's virtual TV channel on Youtube. Content is shot across LAU's campuses throughout all LAUSM events. Delegates and advisors are featured in all episodes which are published & displayed throughout sessions.

T. **TBA -** To be announced.

U. **TBC** - To be confirmed.

V. **Briefing Pack** – A delegate briefing pack with all the material covered during the training sessions by the trainers to prepare the students for the Final Conference.

W. **Training Session** – A training day where students come to a previously selected Lebanese American University campus to learn about several topics that will prepare them for the Final Conference.

X. **Virtual Profile** - An online platform for all participants in the program. It includes essential details such as registrants, statuses, assignments, locations, assigned outreach coordinator, documents in the program, designated program links, and more

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IV. Program Dates, Languages and Categories

Program	Language(s)	High School	Middle School
MUN	English	Yes	Yes
MAL	English & Arabic	Yes	Yes (Only English)
MEU	English & French	Yes	No
MGG	English	Yes	No

Training Sessions | MUN - MAL - MEU - MGG

	Dates	Location
Training Session I	Saturday, October 17, 2026	LAU Beirut
	Saturday, October 31, 2026	LAU Byblos
Training Session II	Saturday, November 14, 2026	LAU Beirut
	Saturday, November 28, 2026	LAU Byblos

Final Conference | MAL - MEU - MGG (All Participants from Byblos & Beirut)

	Dates	Location
Mock Conference	Saturday, January 23, 2027	LAU Beirut
Final Conference	Saturday, February 27, 2027 Sunday, February 28, 2027	LAU Beirut

Final Conference | MUN (All Participants from Byblos & Beirut)

	Dates	Location
Mock Conference	Saturday, February 6, 2027	LAU Byblos
Final Conference	Saturday, April 3, 2027 Sunday, April 4, 2027	LAU Byblos

Additional Events | MUN - MAL - MEU - MGG (All Participants Byblos & Beirut)

** Check section III for the description of events

	Dates	Location
Cultural Mixer**	TBA	TBA

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International Mock**	TBA	TBA
Awards Ceremony	Sunday, June 13, 2027	LAU Beirut

V. Training Session Locations

1. Every **Training Session** is offered twice; once in Beirut and once in Byblos. Delegates will be required to attend Training Sessions 1&2 on only **one** campus.

2. The session location will depend on the initially selected campus preference (selected during initial registration - See section VI below).

    - *For example, if the delegation is registered at LAU Beirut, then delegates will attend the 2 Training Sessions in Beirut. If a school is registered in Byblos, then delegates will attend the 2 Training Sessions in Byblos.*

3. Campus preference is indicated during the initial delegation registration form. **Please note that campus spaces are allocated on a first come first serve basis.** Should the campus of preference have reached its carrying capacity at the time of registration, the affected delegation will be placed on the **waitlist** for that campus and offered a **confirmed spot** on the campus with remaining availability.

4. The **Mock Simulation & Final Conferences** will take place on **one** campus only. The location will depend on the program and not on the campus preference (locations provided in the table in section IV).

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VI. Participation Information

A. General Registration Notes

a. All participants in the program are required to sign the Participation Agreement for Participants (PAP). ***RECENT***
b. All participants are required to upload a personal photograph and an ID document during registration. ***RECENT***
c. A delegation/school **can** register in **more than one program** with different delegates registered in each program.
d. Delegates are **only** allowed to register in **one program**.
e. A delegate **cannot** re-register in the same program previously registered under the same level (MS-HS).
f. A student **cannot** register as a delegate and an advisor at the same time.
g. Individual registration **cannot** be more than 5 delegates from the same school - per program.

Kindly note that these restrictions are set for regulatory purposes.

B. Participation Fees & Payment Methods

Program	Delegate Fee		Advisor Fee	
	Private School	**Public School***	**Private School**	**Public School***
MUN	125$	Free*	75$	Free*
MAL	125$	Free*	75$	Free*
MEU	125$	Free*	75$	Free*
MGG	125$	Free*	75$	Free*

***Public Schools** (including semi-private شبه مجاني schools) are **exempt** from the participation fees of all programs upon providing an official document ONLY from the Lebanese Ministry of Education and Higher Education (MEHE) confirming the school's status as Public or Semi Private - شبه مجاني

Please note that LAUSM has an automatic verification system with MEHE by which we may not ask for any documentation if your school is automatically verified. ***Should we require the documentation for your school, you will be notified by your Outreach Coordinator.***

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Payment details will be provided after registration. The options made available:

a. Online Payment **OR** Deposit via Specific Bank

C. Participation Fee | Included Items

a. Access to LAU Campuses
b. Access to Conference Information Desks and onsite support
c. Access to Copyrighted LAU generated Training Session Material
d. Access to Copyrighted LAU generated Topic Preparatory Guides
e. Access to LAUSM Virtual Profile
f. Access to First Aid Support during Program Sessions
g. Per Delegate and Advisor Branded Lanyard & Physical Nametag ***RECENT***
h. Per Delegate Country Name Placard for Mock and Final Conference
i. Personalized Delegate and Advisor Virtual ID Cards
j. Per Delegate and Advisor Certificate of Participation *(if attendance applicable)*
k. Personalized Delegate Distinguished Performance Award Certificates *(if applicable)*
    - LAUSM Scholarships for undergraduate studies *(if applicable)*
    - Selected number of LAUSM Skills Enhancement Opportunities (SEO). ***RECENT***
l. Access to Final conference participants for a possibility of securing a scholarship for undergraduate studies at LAU.
m. Access to winners of Awards 1 and 2 to the "International Mock" for possibility of a funded participation in a fully funded trip to an International Conference abroad *(select number of students per year)* ***RECENT***
n. Access to the "Cultural Mixer" - the LAUSM Social Event.***RECENT***
o. Access to Advisors Information Sessions
p. Access to Advisors Workshops for Development
    - *Access to a symbolic gesture upon workshop completion* ***RECENT***
q. Personalized Advisor Workshop Certificates *(if applicable)*
r. WiFi Access for participants. ***RECENT***

D. Registration Modes

The registration process can vary between individual and delegation registrations:

a. **Delegation Registration:** This involves a group of participants from the same school, or organization registering together as a team. Each member of the delegation represents the country or positions assigned to the

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delegation within the conference. The delegation is usually led by one or more advisors who assist and oversee the group.

b. **Individual Registration:** This is when a single participant registers independently to attend the training sessions and conference. They represent a country, organization, or individual on their own and participate in the training sessions, debates, and activities without being part of a larger team from a specific institution.

E. Registration Capacities & Delegation Sizes

1. Complete Delegation Registrations (Through school or institution)

Program	Delegates		Advisors
	High School	Middle School	Total (All levels)
MUN	Up to 16	Up to 10	Up to 4
MAL	Up to 16	Up to 10	Up to 4
MEU	Up to 16	N/A	Up to 4
MGG	Up to 16	N/A	Up to 4

a. Delegates: This means that delegations can register up to 64 high school delegates & 20 middle school delegates across all four programs.

Since MUN & MAL are the only programs open for middle school students, the delegation capacity for each program is 26 (16 for high school and 10 for middle school).

b. Advisors: All delegations are allowed to register a maximum of 4 advisors per program, NOT per level. This means that schools can register a total of up to 16 advisors across all four programs. One of these 16 advisors should be designated as the main advisor, who will be the main point of contact between the delegation and LAUSM's Outreach Coordinator.

MS delegations do not qualify as an additional program and their advisor capacity stems from the original program.

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For example, if a school is registered in MUN MS and HS, they can register a total of 4 MUN advisors (irrespective of their distribution across MS and HS programs). Similarly for all other programs.

2. **Individual Registrations** (Not through school or institution)

   Individual registrations are **usually one person**, and if multiple registrants happen to come from the same school or institution (although individually registering), they cannot exceed a total of 5 delegates per program from the same school or institution.

F. Registration Restrictions

a. **General Registration:** A student **cannot** register as a delegate and an advisor at the same time.

b. **Student Advisors:** All school students registering as advisors must have previously participated in LAUSM as delegates and completed all mandatory sessions. (certified delegates

c. **Individual Registrations:** A maximum of 5 individual delegates may be registered from the same school per program.

   - For the maximum of 5 individually registered students from one school, a head delegate is to be assigned and the group is considered as a delegation from a programmatic and organizational perspective.

d. **Returning Delegates:** A delegate who previously took part in LAUSM cannot register for a program they have already participated in under the same school level (High School or Middle School).

   For example, if a delegate was part of MUN middle school, he/she can join MUN high school, however if a delegate already participated in MUN high school in Grade 10, he/she cannot participate as a delegate again for MUN high school in Grade 11. Yet, he/she can register for another program such as MAL, MEU or MGG.

e. **GCIMUN (New York):** Participants in LAU's local MUN, MAL, MEU or MGG are welcome to register for the Global Classrooms International Model United Nations conference that LAUSM organizes in New York. **It is also**

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worth noting that the second-comers rule doesn't apply to this conference and previous GCIMUN participants can repeat the experience.

VII. Participants' Attendance Policy

A. The Policy

Delegates will be required to attend **all program sessions** for which attendance is taken where required throughout a session, and that in order to:

- Obtain a certificate of participation,
- Be eligible for any award at the final conferences.

The attendance policy does not allow for any absence. This includes:

- 2 Training Session
- Mock Conference
- Both Full days of the Final Conference.

A delegate who has paid the registration fees is more than welcome to attend the final conference irrespective of compliance with session attendance, his/her certificate of participation, award, and scholarship eligibility will however be affected.

Advisors will be required to attend a minimum of 2 days (presence at advisors session) in order to obtain a regular advisor certificate of participation.

The attendance policy to obtain an advisor certificate of participation includes:

- Minimum **2** complete attendances to **LAUSM advisors' information session** [out of 4-6 available sessions depending on registered programs] (This is the regular information session and not the additional professional development workshop series) **NEW**

Additional advisor certification and gestures for attending the additional Professional Development Workshop Series have their own requirements outlined in **section II.B** and

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B. Absences | Force Majeure Cases Only

LAUSM cannot excuse any absence unless they are a result of a Force Majeure*.

If you believe that **a specific absence case is a Force Majeure*,** you will be able to visit your Virtual Profile, and **fill in an excuse form right next to the concerned delegate's name.**** ***RECENT***

Please note that ONLY Force Majeure Cases (situations outside one's control)* ***will be looked into*** *for potential exemptions from the above GIVEN THAT:*

- An excuse form is filled **before** the end of the session day. *(Any form filled after the end of day of the affected session will not be taken into consideration.)*
- A Supporting Document is provided.
- A Detailed Explanation of the Force Majeure is provided.
- Non Force Majeure excuses **will not be taken into consideration.**

Please note that if a participant is not feeling well on the day or a day before a program event, they are requested to fill in the absence form.

*Please note that **pre-planned travel is NOT** considered a Force Majeure.
**Absence Excuses are not applicable to advisors.

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VIII. Registration Phases & Forms

A. Registration Phases

Step 1: Delegation/School Registration

- The Delegation/School Representative will fill in the initial registration form with all up to date required information.
- The delegation form is to be used by individual registrants as well.
- A member of our team (outreach coordinator) will be assigned to your school for continuous contact and reference throughout the year.
- You will be provided with a **Unique PIN** for your delegation.
- You will be provided with additional information regarding the next registration steps.

Step 2: Advisor & Delegate Registration

- After completing Step 1 above, you will be provided with the Advisor & Delegate Registration Forms.
- The **advisor** registered in Step 1 needs to be **re-registered** in the advisor form.
- You will be given access to your **Virtual Profile** to view all your registration information including school, payment, delegates, and more.

B. Registration Forms | General Information

a. Some forms sent may have editing capabilities for you to be able to edit your entries after submitting the form.

b. **All forms will automatically send a summary of responses to the registered** email address once the submit button is clicked and a successful submission has gone through. If you do not receive this confirmation email, it means that your submission was not successful, and you will need to resubmit the form. **Failure to do so may mean missing critical deadlines.**

c. **All delegates, even if not filling in the registration form themselves must be made fully aware of this handbook and its content.**

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C. Registration Forms | Special Information

a. Personal Photograph & ID

We request a **personal photo** to generate ID cards, ensuring safe and secure access to LAU campuses or any LAUSM event. These ID cards are essential for verifying identities and maintaining a controlled, secure environment for all participants.

We request an **official ID card** (national or other) now required for all participant identity verification. ***RECENT***

b. Medical History & Conditions

We request medical conditions, history, and medication information from participants to ensure everyone's safety. This enables our Emergency Care Team (ECT) to provide quick, appropriate care in emergencies, preventing complications and tailoring responses to individual needs. It also helps identify risks for proactive management and timely intervention.

c. Emergency Contact Details

We request emergency contact details to quickly notify someone in case of an emergency. This ensures timely communication, necessary support, and peace of mind for both participants and organizers. This contact **must** be a Legal Guardian of the registered participant and **not** the registered school advisor.

IX. Certificates, Awards & Scholarships

A. Certificates

All delegates and advisors that participate in any of the four programs and abide by the attendance policy **in section VII above**, will receive a **Certificate of Participation** for attending all necessary training and conferences for the LAUSM year.

Advisors who participate in the optional 2027 Advisor Workshop Series and abide by the attendance policy **in section II.B.e above** will receive an **additional Certificate of Workshop Completion** for successfully completing all professional development workshops for the LAUSM year.

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B. Awards & Opportunities

a. Distinguished Performance Awards

All **high school & middle school delegates** who abide by the full attendance policy will have the chance to obtain a **"Distinguished Performance Award"** during the final conference for exceptional performance in different aspects.

Please note that every award is unique - Awards are NOT 1st place, 2nd place, and 3rd place. Each has its individual criteria for evaluation. **NEW**

	Award 1	Award 2	Award 3
MUN	Secretary-General	Diplomacy	Policy Statement
MAL	Secretary-General	Diplomacy	Policy Statement
MEU	Secretary-General	Diplomacy	Policy Statement
MGG	Secretary-General	Diplomacy	Policy Statement

	Rising Star Award*
LAU Simulation Models	*Award in memory of LAU Student Cindy Najem*
	Award in memory of LAU Student Nour Chidiac

***The Rising Star Award** is a prestigious recognition of a delegate's outstanding promise, initiative, and leadership throughout their participation in LAU Simulation Models. This award honors the legacy of our LAU Student Leaders, Nour Chidiac and Cindy Najem, whose dedication and mentorship continue to inspire generations of delegates. There will be only 1 award in memory of LAU Student Nour Chidiac and 1 award in memory of LAU Student Cindy Najem.

b. Opportunities ***RECENT***

The LAU Simulation Models Management will offer a selected number of top and best performers the opportunity to enhance their skills in certain programs and camps such as LAU's Summer Camps and activities. *Details will be revealed based on available opportunities per academic year.*

C. Scholarships

High school delegates who are winners of **Awards 1** and **2** in all four programs during the final conferences will be offered **30%** and **15% scholarships*** respectively, should they wish to join LAU in pursuit of their undergraduate

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studies. The 2 rising star award winners will be offered a **20**% scholarship. ***RECENT***

Middle school delegates winning "Distinguished Performance Awards" have no scholarships associated with their awards,

An award-winning student can only benefit from **one scholarship that he/she won at LAUSM. Scholarships **cannot** be summed up. In case a student has won more than one award (across multiple participation in different programs across the years), only the highest scholarship awarded is considered.*

X. Communication Channels & NOTICE

A. LAU OLE' Official Email & Website

Please note that all official communications from LAUSM are only published via our departmental email: ole@lau.edu.lb or our website: https://youthleadership.lau.edu.lb

Please note that all emails sent to ole@lau.edu.lb **will be replied to from 8:30 a.m. to 3:30 p.m. during weekdays**. As such, please schedule your requests and inquiries to allow for proper and timely communication with the department. ***RECENT***

B. Your Delegation's Assigned Outreach Coordinator

After the initial registration phase, LAUSM will assign an Outreach Coordinator for every registered delegation for contact and reference throughout the year on any program related matters. This individual's contact details will be clearly displayed on your Virtual Profile and communication will happen via their mobile phone number and email address.

C. Our Official Social Media Channels

Instagram
- @lausimulationmodels

YouTube
- LAU Simulation Models

Facebook
- LAU Simulation Models

LinkedIn
- LAU Simulation Models

Tiktok
- @lausimulationmodels

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D. No Official WhatsApp Groups | WARNING!

There are no WhatsApp groups associated with the LAUSM program or OLE. The only lines of communication are through our official email address, our website, our official social media channels, our official Phone Numbers (01 786456 + extension) or the delegation's assigned outreach coordinator.

Participants who choose to participate in any WhatsApp group or to provide their contact details to other program participants are engaging in this activity at their own will and OLE/LAUSM is not responsible for any exchange of information. All communication taking place on such groups or non-official social media platforms represent the participant and the people he/she chooses to engage in solely. LAUSM does not create nor endorse any WhatsApp groups or other than stated above social media pages at any point throughout the program. **LAUSM reserves the right to interfere at any point should improper use of any social media platform affect the operations or reputation of the programs.**

Students found engaging in any form of misconduct over social media platforms, including WhatsApp, such as cheating, harassment, spreading false information, or sharing unauthorized academic content, will face strict disciplinary action, including disqualification from the programs. Such behavior violates institutional policies on integrity and responsible digital conduct. The use of social media to facilitate cheating, misconduct or compromise academic standards undermines the fairness and credibility of the educational process and will not be tolerated.

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XI. Safety and Security Measures

All safety and security measures are continuously updated on our website at: https://youthleadership.lau.edu.lb/lausm-%7C-safety-standards

All plans will be discussed in detail during our first Advisors' Session on LAU campuses.

A. Campus Access

For safe campus access, only LAU students and LAUSM participants with valid ID cards are permitted entry. One-time visitors must receive pre-authorization from the team to ensure security. These measures are in place to maintain a controlled environment, ensuring the safety and well-being of everyone on campus.

Any person attempting to gain unauthorized campus access (access outside LAUSM hours, from non-entry designated gates, without an ID card, using a forged or falsely generated ID card, or using another participant's ID card) **will be investigated.**

It is the responsibility of the participant to be dropped at the designated campus gate and in case of having a designated driver to make sure that the driver abides by the safety rules and regulations provided to them. Any disrespect would impact the delegate/advisor participation.

B. Security

As we continuously ramp up our safety and security measures at LAUSM, ensuring the safety of our LAU campuses remains LAU's utmost priority.

Ample security & safety precautions and measures are in place, and additional measures will continue to be implemented should any situation call for it. The President's Cabinet at LAU continuously meets, and standard procedures have been taken to ensure operational continuity. LAU has also updated its emergency preparedness plan, and significantly increased readiness levels for continued safety and security.

Quick measures in case of lockdown, early dismissal or closure have been established specifically for our LAUSM programs.

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- ## Lockdown

In case a lockdown is necessitated during LAUSM hours, LAUSM will promptly communicate through email and social media, along with updates on our website (https://youthleadership.lau.edu.lb). Students will remain in safe designated areas on our campuses until we officially confirm their safety. Once confirmed, we will initiate an "EEDP" (described below) and request that school advisors or the assigned guardian pick them up from our campuses. A verification process will be ensured at campus gates using our digital system of LAUSM databases and IDs.

- ## Early Dismissal (EEDP)

If we need to stop LASUM early due to an emergency, we will implement an **"Emergency Early Dismissal Procedure" (EEDP).** Notifications will be sent via email and social media, along with updates on our website (https://youthleadership.lau.edu.lb). We will also request school advisors or the designated guardian to pick delegates from campus.

This will be organized through pre-planned campus designated locations for every delegation (school), mapped out on every delegation's virtual profile. Assembly and dismissal will be through every individual delegation's designated and assigned spot only.

Understanding that you might not be available for an emergency early dismissal, we'll send a message requesting the contact details of an authorized person who can pick up your child if you're unavailable. Swift response to this message is crucial. **A verification process will be ensured at campus gates using our digital system of LAUSM databases and IDs.**

- ## Ministry Enforced Closure

In the event that the Minister of Education requests the closure of educational institutions, we will swiftly transition to online teaching and learning should the situation in the country allow for it, or we will announce the date for a rescheduled session. We will remain in continuous coordination with all participants.

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C. Safety & Medical Attention

To ensure staff and participant comfort and preparedness for any unexpected situations, we implement stringent safety protocols.

- Each session begins with a **safety video** outlining key procedures, followed by a detailed briefing. *The safety video is made available on our website - under Safety Protocols).*
- Our comprehensive safety measures cover a range of scenarios, including **fire, earthquake, and medical emergencies**.
- Our initial registration phase requires the designation of an **emergency contact person for every participant.**
- LAUSM maintains an **Emergency Care Team (ECT)** comprising certified **first responders** specifically trained to handle medical emergencies. This dedicated team is equipped with the necessary skills and resources to provide immediate assistance as a first-response pending calling/arrival of Red Cross or Civil Defense teams (where deemed necessary).
- ECT will initiate a communication chain with advisors and guardians where necessary to ensure the adequate care is provided while necessary permissions are obtained.
- **Medical evacuation** where required (hospital transport) in cases of escalations is immediately coordinated **to the nearest LAU Medical Center** (LAUMC Rizk Hospital or LAUMC St. John's Hospital) **or in severe cases** (upon medical expert recommendation) **to the closest available hospital.**
- It is the responsibility of all participants (delegates and advisors) **to have their medication with them during all on-campus events.**
- **Symptomatic advisors and delegates** (fever, runny nose, coughing, sneezing, headaches, sore throat, fatigue, muscle aches, or shortness of breath) and/or persons exposed to any critical viruses **should avoid coming to campus.**

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XII. Miscellaneous

a. Campus Cafeteria

LAU's main campus cafeteria on both campuses, Beirut and Byblos, will be open throughout the program sessions and conferences. Delegates and Advisors are most welcome to capitalize on ordering food and beverage from the campus cafeteria to ensure there is no delay for orders during sessions.

It is the responsibility of all participants to make sure that cleanliness is maintained post lunch break whether it is at one of LAU's cafeterias or any on-campus space.

b. Dress Code

Dressing appropriately reflects a commitment to the program and helps foster a focused and respectful atmosphere.

- For **LAUSM training sessions**, students are expected to dress in **smart or casual attire.** This ensures a professional yet comfortable environment, suitable for interactive learning and group activities. Avoid overly casual clothing such as flip-flops, shorts, or graphic t-shirts.
- For the **LAUSM mock and final conferences,** students are required to dress in **formal business attire.** This includes suits, blazers, dress shirts, and professional footwear. Formal attire reflects the seriousness of the event and helps maintain a professional atmosphere, preparing students for real-world leadership scenarios
-

XIII. Role and Duties of Advisors & Delegates

As mentioned in the index at the beginning of this document, an **advisor** is **"the delegation's official responsible for a particular LAUSM delegation".** The advisor is the official point of contact between the delegation and LAUSM's Outreach Coordinator who will contact the Advisor to notify him/her of all process, updates, and follow ups they need to know about. Kindly find below a list of an advisor's tasks:

- It is highly recommended to have an **email account** (Gmail account is preferable), to be familiar with mail and computer issues, and to check

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email for updates and **reply** to any emails necessary. Always check email Junk & Spam Folders.

- **Filling in all necessary forms** in a timely manner to ensure the delegation remains in line with all phases of the program.
- Keeping the students (especially the head delegate) **updated** with all the upcoming tasks and important dates, especially Training Sessions and Conference details.
- **Attending all advisors' meetings** during the Training Sessions where LAUSM team members will go through any program updates and important information as well as address any questions put forth..
- Attending advisors **workshops/lectures** (if any).for personal growth, professional development, ad delegation guidance techniques & tips
- Guiding delegates throughout LAU campuses and informing them of assigned classrooms, locations, countries/representatives and more.
- Respecting the **deadlines** with regard to registration forms and other important tasks.
- Informing students of attendance policy and therefore ensuring their attendance throughout all training sessions and presenting valid excuses if they should miss any sessions.
- Ensuring all students have read this **Registration & Regulations Guide (RRG)** in full, and **especially section XIV.**
- The presence of the advisor is not mandatory during the training sessions; however, attending the advisors and Head delegates' meeting during these sessions is highly recommended as the Secretariat always seeks the advisors' feedback.
- **Observing the training sessions** to make sure that their students are benefiting from the training but, naturally, **without any intervention** during the holding of the sessions.

To ensure their comfort during the training sessions, advisors may be seated in the University's Cafeteria Beirut or Byblos campus.

In case the advisor is not present, the **Head Delegate** performs the tasks of the Advisor. The Head delegate is a current delegate that also holds the responsibility of **leading the school delegation,** speaking on behalf of the remaining students, and **attending the Head delegate meetings** (if any)**.**

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XIV. Code of Conduct

Since all students are hosted on LAU's campuses, we provide below excerpts from the Lebanese American University **"Student Code of Ethics and Code of Conduct".**

A non-exhaustive list of misconducts includes:

1. Cheating, fabrication, falsification, forgery, multiple submissions, plagiarism, complicity, or other forms of academic dishonesty.
2. Disruption, or interference, which impedes, impairs or obstructs teaching, research, administration.
3. Failure to provide proper identification upon request by University officers.
4. Conduct or discourse which is disorderly, obscene, or indecent use of Cellular phones in classrooms.
5. Tampering with or misuse of fire or any other safety equipment, or disregarding, circumventing, or disabling any security or safety device or system.
6. Any form of disrespectful conduct towards participants, delegates, advisors, Dais Members, the Secretariat, Management, or any member of the community is strictly prohibited. This includes, but is not limited to, verbal misconduct, harassment, intimidation or disruptive behavior.
7. Possession, use, or distribution of alcoholic beverages.
8. Manufacturing, possession, use, exchange, trafficking in, or distribution of narcotics or other controlled substances.
9. Disruption of the normal on-campus operations or activities through direct or indirect prohibited activities defined herein.
10. Violation of the Lebanese law on University premises or at University sponsored or supervised activities.
11. Placing of notices, posters, signs, handbills, etc., anywhere on University premises without proper authorization".

- **Smoking**

In addition to the above, and as of 2011-2012 Academic Year, the Lebanese American University became a non-smoking academic institution, thus

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smoking is prohibited within university campuses and premises.

- **Whatsapp Groups**

We would also like to remind you that all participants initiating or joining any **WhatsApp groups** in addition to providing contact details to other program participants **are engaging in this activity at their own will**. **OLE/LAUSM is not responsible for any exchange of information.** All communication taking place on such groups or non-official social media platforms represent the participant and the people he/she chooses to engage in solely and in no way do they represent OLE/LAUSM. LAUSM does not create nor endorse any WhatsApp groups. *(Refer to section X above for official means of communication).*

We strongly advise against joining or engaging with social media or WhatsApp groups that are not official platforms of LAUSM. These unofficial groups, created by participants, may circulate misleading information, promote academic misconduct, or engage in behavior that violates university policies. Participation in such groups can lead to unintended involvement in rule-breaking activities, which may result in disciplinary consequences. To ensure you receive accurate updates and maintain academic integrity, please rely solely on official communication channels provided by the program.

XV. Outreach, Leadership, & Empowerment (OLE)

A. About the Department

Outreach, Leadership & Empowerment (OLE) is LAU's strategic institutional platform for structured leadership pathways, youth empowerment, civic education, experiential learning, community engagement, and partnership development. OLE designs and delivers high-impact programs that connect LAU students with schools, youth, communities, alumni, and external partners in support of the university's wider mission.

OLE is not only an extracurricular office. It functions as a strategic engine that transforms participants into young leaders, LAU students into facilitators and program builders, programs into institutional pathways, and outreach into measurable community and strategic impact. OLE operates as a leadership learning ecosystem, a youth and community engagement platform, and a strategic institutional asset for LAU, strengthening LAU's student

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development model, external visibility, school outreach, recruitment pathways, alumni loyalty, and partnership potential.

B. Our Outreach & Leadership Programs

Aside from LAUSM programs, OLE at LAU offers various programs per academic year. Please find below information on some outreach and leadership programs. All additional programs are available in continuously updated versions through our website.

There is a designated registration for all OLE's programs and conferences with all details available on our website.

Global Classrooms International Model UN Conference-NYC (GCIMUN)

Global Classrooms International (GCI) Model UN is a flagship program of LAU, held at the United Nations Headquarters (UNHQ) in New York City. The program introduces its participants to a professionally and personally enriching experience through which they get to experience educational growth while being exposed to cultural diversity.

In GCIMUN - NYC:

- English is the language of instruction
- Both middle school & high school students can participate
- Rules of Procedures sessions are held on the first day of the conference to refresh student's knowledge for the conference

All conference details will soon be released on our website.

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XVI. Final Remarks & Contact Us

We sincerely thank you for your trust in the ongoing legacy of our programs. We aim to provide nothing less than an unforgettable, educational, and informative experience for the delegates and school advisors. We look forward to having your esteemed school and delegates participate in our programs this year.

Should you have any further questions or concerns, please do not hesitate to contact us at

- Via email to: **ole@lau.edu.lb**
- Call our offices in LAU Beirut and Byblos at: **+961 1 786 456** (extensions below)
    - **Extensions in order of priority:**
        - 1844
        - 2189
        - 3982

- Contact your assigned Outreach Coordinator (after registration and coordinator assignment).

We thank you for your continued trust in LAUSM, and we look forward to having you with us this year for our LAUSM Programs!

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