

# FAQs

## Registration

**Q:** *Can we have our country assignments before we pay the individual delegate fees? We use the specific countries we receive to recruit students.*

**A:** Since the country assignment process requires each country to be filled to capacity before we issue another, we cannot assign a country that you are optimistic, but not certain, about filling. If a school was confident that they could find enough students to fill a country and then failed to do so, it would affect committee size and balance across the entire conference. Therefore, for schools that use this recruitment technique, **we recommend requesting and paying for the amount of countries that you know you can fill based on current student numbers.** We are always happy to assign more countries if your school has the demand for them later in the process, but this way your students can begin to prepare for the conference as soon as possible.

**Q:** *I paid the school fee when I filled out the application form, but have not paid my individual delegate fees yet. What happens next?*

We'll get started on your registration in the background, but your students will need to begin work on their position paper research - and that depends on your country and committee assignments. Countries will be assigned on a first come, first served basis. Schools that have paid all of their fees will begin receiving their assignments starting September 17th. **For schools that register or pay their final fees after the priority deadline, your students will receive their country assignments within three days of paying their individual delegate fees or two weeks before the conference, whichever comes first** - at which point they can begin their research.

## Preparation

**Q:** *What type of parliamentary procedure is used in this conference?*

**A:** Our parliamentary procedure is adapted from the National Model United Nations parliamentary rules. You can find a packet detailing acceptable motions, as well as voting procedure specifics, on the BYUMUN training tab. Please note that we do not entertain motions for moderated caucuses.

*Q: It's my first time attending this conference and I'm not sure how to prepare my students. What resources are available to me?*

A: If you are a first time faculty advisor, we offer training sessions to teach your students the five key skills that will help them to be successful at this conference: diplomacy, research, parliamentary procedure, public speaking, and policy writing. Members of the BYUMUN secretariat may be able to come to your campus for first-time programs if you are less than 45 minutes drive time from Provo, UT—or we might be able to offer training for you and your students via Zoom. Returning teachers may also request training, but preference will be given to first time teachers. If you are a returning teacher who wants to request a class visit, we recommend registering by the priority deadline, as there is a higher probability that we can accommodate your request.

For all teachers and students, find helpful resources on the BYU Model United Nations website under the “Training” tab. Please review these materials to ensure that your students are aware of our policies, as familiarity with this page of the website is a great indicator of success in the conference!

*Q: What are you looking for in an award-winning delegate?*

A: A successful delegate will demonstrate mastery of the **five skills of an effective diplomat**: research, parliamentary procedure, diplomacy, public speaking, and policy writing. The first step is writing a well-researched, concise position paper. Individual position paper submissions also contribute to a team's overall performance. They will understand their country's stance on the topics at hand and represent these stances in committee. The dais takes note of this preparation, as well as active participation throughout the day. We know that this is a long day for students, and one of the best ways that they can stand out is by working hard through the end of the last session. Please encourage your students to be collaborative, not domineering. We want this conference to be a positive learning opportunity for all students, regardless of their level of experience with MUN. The dais can recognize when students are overly controlling of their peers or difficult to work with, and this behavior will not be rewarded.

*Q: Some of my students did not submit their position papers. Will you accept them late? Will they be penalized?*

**A:** We encourage all students to submit position papers because they are a great indicator of success in the conference, given the background research required to write them. **Position papers that are turned in on time and with the correct formatting will be eligible for individual position paper awards.** However, late papers will still contribute to the team's eligibility for awards during the conference. A school's participation percentage in position paper submission will factor into in-conference award decisions.

**Q:** *What is the BYUMUN policy on AI use?*

**A:** Delegates should comply first and foremost with their school's AI policy. For BYUMUN prep, they must also follow these conference guidelines. In preparation for the conference, delegates may use AI tools for research assistance, allowing them to gather sources on relevant topics. Additionally, AI can be used to check grammar and punctuation. While the use of AI in formatting is not prohibited, please note that sources like ChatGPT and Phind are not equipped to correctly format position papers or resolutions. Please refer to the resources posted under the BYUMUN36 Training tab for this formatting information.

Delegates must not present AI-generated content as their own, and all contributions should be original and properly attributed. Furthermore, using AI tools for in-conference decision-making or strategy will not be tolerated. Conference staff reserves the right to monitor the use of these tools, and **suspicion that a delegate is in violation of this policy may lead to disciplinary action, including disqualification from awards.**

For further information, read the AI policy on the BYUMUN website training tab.

## Day Of the Conference

**Q:** *How should students dress for and behave during the conference?*

**A:** All delegates must wear Western business attire during conference sessions. For men, this means a suit or sport coat, dress shirt, tie, dress slacks, and formal shoes. For women, this means a business suit, dress, or blouse with blazer, with skirts or dresses at knee-length or longer, and formal shoes. Traditional national attire is permitted only if it constitutes formal business wear in the delegate's home country and is part of the delegate's own cultural or national heritage. It is disrespectful to attempt to dress like a delegate from the country you are representing if it is not

your own heritage, and such behavior will not be tolerated. Casual clothing such as jeans, t-shirts, shorts, tank tops, athletic wear, flip-flops, sneakers, hats, or sunglasses is not allowed. Those not adhering to these standards may be asked to change clothing or may be removed from conference activities.

Delegates are expected to maintain the highest standards of professionalism throughout the conference. This includes treating all participants with courtesy and respect, refraining from any form of harassment, discrimination, or disruptive behavior, and adhering to the rules of procedure in all committee sessions. Delegates should conduct negotiations in good faith, respect the authority of conference staff, and represent their assigned country with integrity. Any conduct that undermines the conference environment or violates these expectations may result in warnings, loss of participation privileges, or removal from the event.

*Q: Some of my students have dietary restrictions. How can I accommodate them?*

**A:** We provide Costco pizza for each participant. If a student has allergies or other needs, we recommend that they pack their own lunch, as long lines at the Cougareat can be prohibitive for purchasing an alternative meal on campus during the allotted meal time.

*Q: Will my students be penalized for missing closing ceremonies?*

**A:** Awards are based on performance in each committee session. Score totals are sent to the front office during the last session of the day so that they can combine these totals from each committee into an overall, finalized award decision. For this reason, if students need to leave before closing ceremonies to catch their bus, this will not have any effect on their award standing. Please let us know if this is the case so that in the event your delegation receives an awards plaque, we can make sure to get it to you. Each student also receives a participation award from their respective committee, and these awards will be emailed to you the week after the conference.

Although attendance at closing ceremonies is not mandatory, we highly recommend that delegations participate, as this assembly is a culmination of their efforts and concludes with a slideshow featuring photographs of key moments in each committee. It is also where we announce items left behind in the lost and found.

*Q: What should students do if they lose a personal item?*

**A:** Any items found during the conference will be taken to the BYUMUN Registration Office. Delegates may visit the office during conference hours to inquire about lost belongings. After the conference concludes, all unclaimed items will be held for one month. Inquiries after the event should be sent to [mun@byu.edu](mailto:mun@byu.edu). Items not claimed within one month of the conference's end will be discarded or donated.

## Miscellaneous

**Q:** *What is OAS, what makes it different from other committees, and who qualifies to participate?*

**A:** The Organization of American States (OAS) is a committee made up of independent states in the Americas. Its main goal is to achieve among its Member States “an order of peace and justice, to promote their solidarity, to strengthen their collaboration, and to defend their sovereignty, their territorial integrity, and their independence” ([oas.org](http://oas.org)).

OAS plays a unique role in the BYUMUN conference as our only Spanish speaking committee. This distinction comes with slightly altered rules and rewards. Unlike our other committees, **one student may represent one country** in OAS, although partnerships are still allowed (and encouraged for those who feel less secure in their Spanish speaking abilities). Help sheets with Spanish preambulatory and operative clauses are available on the BYUMUN website to help students prepare for the conference. As a smaller committee, OAS presents a valuable opportunity for exemplary student delegates to stand out through mastery of the topic. While other committees are asked to prepare two topics and vote on which to address, OAS delegates are given only one topic to research so they can incorporate language preparation as well. **Most notably, there is no individual student fee for OAS participants.**

**Q:** *The date of the conference is too early/late in the semester for us. Can you move it?*

**A:** The conference date is set early in the year based on the availability of the Wilkinson Student Center and on a variety of school district calendars. In the interest of allowing as many schools as possible to participate, we host this conference in October during a period where there are minimal conflicts. Please note that priority registration opens in mid-August, so it is possible to begin preparing your students to compete as soon as their school year begins.