



## **Lodge Leadership and House Committee Registration Procedure**

Training Sessions will have a minimum of 12 and a maximum of 30 students.  
**All students must enroll in Session in Advance.**

### **Course Materials & Fee**

The Trainer provides course materials. A \$20.00 fee must accompany the Registration form for each person enrolled. The fee is payable to the Virginia Moose Association Earmarked CLT.

Follow the steps below to enroll in a Leadership training session.

1. View a list of currently scheduled training sessions at:
  - [www.vmaweb.com](http://www.vmaweb.com)
  - Training and LCL Help
  - Leadership Training
  - Upcoming Leadership Training Sessions
2. You must enroll and pay the course fee at least 3 weeks prior to the start date of the session.
3. Registration Form and check must be sent to the Virginia Moose Association
- 4: Registration form is located at:
  - [www.vmaweb.com](http://www.vmaweb.com)
  - Training and LCL Help
  - Leadership Training
  - Under Trainer Information
  - Form is designed to be fill-out online and then printed.
5. 3 Weeks before session start date, Virginia Moose Association will notify Trainer of the total number enrolled.
6. Trainer orders Course material from Moose International and conducts session.

**If you do not see a class in your area, please contact your District President and/or VMA Regional Contact Person to have a class scheduled.**