

## Jubilee of Young People | "Pilgrims of Hope" | Rome, Italy

Monday, July 28, to Sunday, August 3, 2025

**Registration Instructions for Pilgrim Groups** *Provided by the United States Conference of Catholic Bishops Secretariat of Laity, Marriage, Family Life, and Youth* 



## STEP 1: Group Leader Registration

If a group leader has already registered through this portal, skip ahead to Step 2.

- 1. Go to <u>https://register.iubilaeum2025.va/registration</u>. Enter basic information (name, email address) and activate the account (*an email will be sent to verify*).
- 2. Complete the registration by providing your passport information, birth date, phone number, and name of the group (diocese, parish, movement, or organization).

## STEP 2: Group Registration

- 1. On the official Vatican Jubilee page (<u>https://www.iubilaeum2025.va/</u>), click on the "**RESERVED AREA**" (*noted with a lock icon in the toolbar near the top of the web page*) and log into your group leader account.
- 2. On the welcome page (<u>https://register.iubilaeum2025.va/user</u>), scroll down to "Jubilee of Youth" and click "**JOIN THE EVENT**". NOTE: *If the leader has not yet completed his or her account, the site will prompt the user to do so at this time*.
- 3. Enter the data for the group and, when finished, click "PROCEED".
  - Select whether this is for one person (single) or multiple people (group).
  - Provide the name of the diocese or movement.
  - If there is a secondary group leader, include his or her information in the "Deputy group leader" fields; if there is no secondary group leader, the primary group leader should fill it out for himself or herself. These fields are all required.
- 4. Select the package(s) for the group and when finished, click "PROCEED".
  - Within each package, specify total number of men and women, and within that total, how many (if any) are priests (or deacons) and persons with disabilities.
- 5. **Confirm the details** provided by clicking "Confirmation." Instructions on the next steps will appear on screen. NOTE: *The group numbers cannot be changed after this point. If additional registrations are required, a new group would need to be created later.*
- 6. **Make payment** of the total amount shown through a <u>bank transfer</u> by following the instructions provided on screen. Group leaders will need to enter the CRO/TRN (operation identifier) numbers/letters provided by your bank, as well as the bank transfer receipt.
- 7. **Attach spreadsheets** of participants and priests/deacons (*using the excel templates provided on the attachment page*) and, upon uploading them, click "PROCEED".