



B'nei Mitzvah Guidelines and Procedures

Qualifications for B'nei Mitzvah:

- A. All candidates must be enrolled and participation in both the Hebrew and Religious School Programs of Congregation Beth Am during their B'nei Mitzvah year. Students are expected to finish the Religious School program even though their B'nei Mitzvah date may occur earlier in the year.
- B. In general, the B'nei Mitzvah ceremony will occur no earlier than 3 months before the child's thirteenth birthday.
- C. All students will have completed a minimum of three years of Hebrew and Religious studies to be eligible for B'nei Mitzvah.

Procedures and Guidelines:

- D. Tutoring: B'nei Mitzvah tutoring will begin 6 months before the B'nei Mitzvah service date. The cost regular tutoring program is part of the B'nei Mitzvah fee. If the B'nei Mitzvah student needs additional tutoring, the family of the student will assume the responsibility for paying the tutor directly.
- E. Rehearsals: Each B'nei Mitzvah will have two rehearsals at Beth Am. The first rehearsal will be with the B'nei Mitzvah tutor, the second and final rehearsal will be the week of the student's service and is led by Rabbi Bellows, the student and their parent(s) and siblings, if appropriate, will attend the final rehearsal. The first rehearsal is scheduled directly with the Beth Am tutor, the final rehearsal is scheduled directly with Rabbi Bellows.

- F. The B'nei Mitzvah student will be responsible for the following components of the B'nei Mitzvah*:

1. Chanting the blessings before and after the reading of Torah
2. Chanting 12 verses of Torah
3. Chanting blessings before and after the Haftarah
4. Chanting 3 verses of Haftarah
5. Leading worship
6. Preparing and delivering a D'var Torah (speech about the Torah portion)

**These are general guidelines, and we recognize that each student is different. Please be in touch with Rabbi Bellows (Rabbibellows@bethamgb.org) if you would like to talk about your child's service particulars and responsibilities.*

- G. Service Attendance Requirement: The B'nei Mitzvah student, together with a parent will attend 5-10 Shabbat services within the year prior to their B'nei Mitzvah service. Most of the services should be at Beth Am. The B'nei Mitzvah administrator will email you a list of Beth Am B'nei Mitzvah dates, times and locations so that your child may attend. The B'nei Mitzvah student is required to complete three mitzvah projects by the date of their B'nei Mitzvah.



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- I. B'nei Mitzvah Fee: The B'nei Mitzvah fee must be paid in full by June 30th of the fiscal year preceding the B'nei Mitzvah service. The B'nei Mitzvah family must be members in good standing and all fees paid, as well as any outstanding pledge balance, must be paid no later than three weeks before the B. Mitzvah Service. We are always available to discuss individual circumstances and requests.
- J. Helping Families and Security:
- A. Helping families are ushers and help assist at B'nei Mitzvah services prior to the date of their own service.
 - B. There is required professional security at each service, which the families help provide. Beth Am will arrange for security to be at your service.
- K. Photography and Videography: Photography appointments can be made by calling Beth Am and speaking with Marcy Chez. You are welcome to video tape the service, and contract with your own videographer to do so, but there is no photography allowed during the service. If your photographer/videographer has never worked at Beth Am, please have them call the office. Otherwise, we are likely to have their signed policy on file. It is our preference to do all B'nei Mitzvah pictures at Beth Am, in our sanctuary.
- L. Kiddush: Families are not required to sponsor the Kiddush on Saturday morning but are required to sponsor the Oneg that follows the Friday Shabbat evening worship that precedes your B'nei mitzvah. Your family is encouraged to attend Friday night worship and will be honored with Candle lighting and Kiddush.
Friday night Oneg Sponsorship fee is 250.
- M. Additional Material: Additional information is on our website (www.bethambg.org) under the B'nei Mitzvah tab. If you cannot find what you are looking for, please reach out to Marcy Chez (admin@bethambg.org) or 847-383-5017.