

FCC Coleman Re-Entry Department  
**Alcoholics Anonymous 12 Step Correspondence**

## **Sponsee Guide**

1. Complete a program application and send to AA Corrections Committee.
2. Upon receipt of your request for sponsorship, the AA Corrections Committee will send you a notice that your request was received.
3. The committee will look for your Sponsor placement. This can take up to 30 days. Your patience is appreciated.
4. As you work the Steps, complete each Step by responding to your Sponsor's request for readings and answering questions.
5. You will be reading from The Big Book of Alcoholics Anonymous. Your sponsor may also send you questions to answer in support of the Step you are working.
6. For each Step you complete, you will be asked to write what you have learned about the Principle in the Step and to give an example of how that is now working in your life and any roadblocks to progress.
7. In all correspondence — postal mail or E-mail — include your name, Reg # and reference the Step or reason for communication.
8. Sponsors plan to work the 12 Steps in 12 months barring anything unforeseen such as lockdowns, etc. Please be timely and respond to your Sponsor's requests within 7 - 10 days. Your Sponsor is asked to make a timely response as well. (Note: AA regards Step Work as a lifelong endeavor.)
9. We welcome suggestions to improve our correspondence program. Please write to the P.O Box or Email and keep your comments professional. Understand that when working with BOP, AA works within their Rules, Regulations and Security Measures. Some modifications may not be possible.
10. Unforeseen situations such as a pandemic can change how programs are administered and we request your patience.

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## Program Application

Name:

Reg #:

Physical address:

Email address:

Do you wish to communicate by: US Mail: \_\_\_\_\_ Email: \_\_\_\_\_

Answer the following questions:

**Why do you want to participate in the AA Twelve Step Correspondence Program?**

**What experience do you have with Alcoholics Anonymous and/or 12-Step work?**

**What do you hope to gain from participating in 12-Step work?**

### ACKNOWLEDGEMENT (PLEASE SIGN)

**I commit to following the instructions referenced in the Sponsee Guide.**

Name: \_\_\_\_\_ Date: \_\_\_\_\_

*(For email, write "I commit to following the instructions referenced in this Sponsee Guide)*

Submit to:  
AA Corrections Committee, 18981 US HWY 441- Box 293, Mount Dora FL 32757  
OR Email: [correctionsdistrict7@gmail.com](mailto:correctionsdistrict7@gmail.com)