

# Confirmation Handbook 2019/20

## Sacrament Registration

If you desire to receive the Sacrament of Confirmation in the spring of 2020, registration is taking place now. You must register by June 1, 2019, with no exceptions.

## **Registration Deadline is June 1, 2019**

### **How do you register?**

1. Read this handbook and submit a signed copy of the Acknowledgment of Receipt page at the end of this handbook.
2. Complete the Sacrament Registration Form – It is only online; no hard copies available; reach out if you need assistance

\*\*\*Visit [www.avemariacatholicparish.org](http://www.avemariacatholicparish.org) under Faith Formation, click the tab “Children’s and Youth Ministry” to access the Sacrament Registration Form

## Sacrament Registration Open House

**September 18<sup>th</sup> 2-6pm**

**OR**

**September 22<sup>nd</sup> 4-7:30pm**

\*\*\* **You can come anytime within the above window**

All of those families who completed the Sacrament Registration Form by June 1<sup>st</sup> are asked to come any time during the window above to submit the following documents:

**Baptismal Certificate**

**Sponsor Form – completed\*\***

**Retreat permission slip – completed\*\***

**Candidate Commitment Form – signed\*\***

\*\*Blank copies of the following are available on our website

# Requirements

## Mass Attendance

Attendance in a Roman Catholic Church for Sunday Mass and Holy days of Obligation is required by Sacred Scripture (Deut. 5:12-15) and universal church law.

### **Attendance recording will begin on June 2<sup>nd</sup>**

- Ave Maria requires confirmandi to submit documentation that they have attended Mass each week.
- If you are out of town, bring a bulletin from the visiting parish and turn it into the Youth Office with the teen's name on it.
- Masstimes.org is a great resource when you are away from home to locate a church and mass near you.
- While participation in Sunday Liturgy is expected, more than 3 absences will require special permission from the pastor in order to be confirmed in the spring. You may obtain permission after having a face-to-face meeting with him.
- For further explanation, please visit the United States Conference of Catholic Bishops Website, [www.usccb.org](http://www.usccb.org)

## Faith Formation Classes

ALL confirmandi must be registered by August 18<sup>th</sup> in Faith Formation classes or be a student at Ave Maria Catholic School.

- This is crucial to making sure we have enough catechists and resources to teach.
- More than 3 absences in Faith Formation will need to be made up in a timely manner
- All seeking confirmation in the spring must be catechized to grade level.
- If your teen has not been participating in Faith Formation between 3<sup>rd</sup>-7<sup>th</sup> grade, please make an appointment with Angelle to discuss how we can help him/her prepare. Please email Angelle at [aschott@avemariacatholicparish.org](mailto:aschott@avemariacatholicparish.org) to set up an appointment.
- **Faith Formation classes begin September 8<sup>th</sup> @ 6:15 pm in Brownstein Hall/Dwyer Hall**
- **Ave Maria School begins August 14<sup>th</sup>**

## **Parent Meetings**

Preferably both parents but at least one parent is required to attend one 4hr session in the fall semester and one 4hr session in the spring semester

### **Fall Semester Options:**

**September 29<sup>th</sup> 12:30-3: 30 pm in Dwyer Hall**

### **Spring Semester Options:**

**February 23<sup>rd</sup> 12:30-3: 30 pm in Dwyer Hall**

Goals of the parent sessions:

- Review their role as models in the faith development of their son/daughter;
- Deepen their own faith lives
- Strengthen their family relationships so all may grow in relationship with God.

## **Parent Responsibility**

- Parents are responsible for encouraging their teens to attend preparation activities while maintaining their child's freedom to make the final choice to be confirmed.
- The choice you are asking your child to make is not whether or not to prepare but to:
  - Believe what the Church teaches
  - Want to be Confirmed in the faith
  - Practice their Catholic faith.

**Such a decision can only be made after a period of thoughtful study, intentional practice and prayer.**

- Parents who significantly reduce the parish's ability to effectively serve our youth or who continuously undermine the role of the church staff and pastor may be asked to delay the sacrament of Confirmation for their youth. We are aware that conflicts or disagreements may arise so our expectation is our staff and our church families will speak the truth in love and respect for one another. Please do not delay in addressing your concerns. Our role is to walk with you on this journey and provide pastoral care when it is most needed.

## **Confirmation Retreat**

All confirmandi are required to attend 1 retreat. Confirmation retreats begin Friday at 7pm and ends Sunday at 11:30am. Attendance is required for the entire duration of the retreat. Transportation is on your own. They are held at Ponderosa Retreat and Conference Center in Larkspur.

The dates are as follows:

**October 25-27<sup>th</sup>**

**April 3-5<sup>th</sup>**

## Saint Report

Confirmandi's are asked to research and choose a saint they want to emulate. Specific details will be provided at a later time. The google form can be found on the [avemariacatholicparish.org](http://avemariacatholicparish.org) website under Confirmation.

- **Saint reports are due November 1<sup>st</sup> or earlier**

## Sponsors

Candidates must choose a suitable sponsor who will accompany them and meet the following requirements:

- Have been chosen by the candidate personally and have a significant relationship with the candidate
- Have attained the age of sixteen (16) unless special circumstances are approved by the clergy
- Be a fully initiated, confirmed, practicing Catholic that participates in Sunday liturgy weekly, leads a life of strong moral character and faith and is not bound by any canonical penalty
- Is not the mother or father of the candidate  
**\*\*\*Canon law states that it is preferable that the Confirmation sponsor be the baptismal sponsor so the link between Baptism and Confirmation is clearly defined**

**Sponsor Form** – to be completed by the sponsor and signed by the sponsor's parish.

\*\*If the sponsor is a parishioner at Ave Maria, please have a sponsor read and sign their portion and return to the youth office for parish signature.

## Sponsor/Confirmandi Meeting Dates

Sponsors will attend with confirmandi on the following 2 dates if the sponsor is out of town or cannot make these dates; a parent may take the place and provide materials to the sponsor.

**November 3<sup>rd</sup> 6:30-7:30pm in the Church**

**March 29<sup>th</sup> 6:30-7:30pm in the Church**

These meetings will take place in the church. Please be mindful of the sacred space and maintain reverence by taking conversations in the gathering space, no drinks, snacks, gum, or hats.

## Priest Interview

Fr. Nathaniel would like the clergy to meet with each confirmandi to determine readiness for the sacrament of Confirmation. These will be scheduled through the Youth office and

completed in the spring (generally March/April timeframe). Please make yourself available for the scheduled blocks of time.

## **Confirmation Date**

The sacrament of Confirmation is reserved for the Bishop and the **dates will be announced at the beginning of 2020**. Families will be invited to sign up for a date once all paperwork is completed and turned in.

## **Mass Attendance 2019/20**

### **Attending Mass at Ave Maria**

- Attending Mass every Sunday and on Holy Days of Obligation has been given to us in the 3<sup>rd</sup> Commandment and is a basic precept of our Catholic Faith.
- This is the guide and premise for Fr. Gus requiring signing in for Mass.
- Thank you for taking on the task of bringing your family to worship every week.
- Mass times for regular Sunday observance are:
  - Saturday: 5:00pm AND Sunday: 7:30am, 9:30am, 11:30am or 5:00pm
- Inside the church, you will find a table with a box on it. See picture below:



- This box and table are located inside the church next to the 6<sup>th</sup> Station of the Cross. See picture below; box is circled:



- Next to the box will be the Mass attendance cards to complete. See example below:

**Mass Attendance Card**

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

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

Who is presiding? \_\_\_\_\_

hint: Fr. Tom is shorter than Fr. Gus AND they both have their own

chalice. Can you figure out who's is who?

What is one take away from Mass that will help you grow closer to God this week?

\_\_\_\_\_

\_\_\_\_\_

- Place the completed attendance card inside the box during/after the Mass you attended.
- Mass cards will only be accepted if they are in the box inside the church.
- If there are no forms available, you can use any paper – remember the date, name, and comment on what you got out of Mass.
- If you have forgotten to turn in your Mass card; please email me [aschott@avemariacatholicparish.org](mailto:aschott@avemariacatholicparish.org).

### **Attending Mass on Holy Days of Obligation**

- Follow same guidelines for Sunday Mass attendance
- **Holy Days of Obligation for 2019/20:**
  - All Sundays
  - August 15<sup>th</sup> – Assumption of the Blessed Virgin Mary
  - November 1<sup>st</sup> – All Saints Day
  - December 25<sup>th</sup> – Christmas
  - January 1<sup>st</sup> – Solemnity of Mary, Mother of God

### **Attending Mass at another Roman Catholic Church**

- If you are unable to attend Mass at Ave Maria, please use [www.masstimes.org](http://www.masstimes.org) to help you find a catholic church near you.
- Grab a bulletin and put your confirmand's name on it.
- Turn into the Faith Formation Kiosk in the breezeway between the Church and Brownstein Hall
- Please turn them in weekly or as soon as you can
- If no bulletin is available, please grab some handout from the church that has the church's name on it.
- You can also take a picture of the bulletin with your confirmand's name on it and email it to [aschott@avemariacatholicparish.org](mailto:aschott@avemariacatholicparish.org).
- The church must be Roman Catholic.

### **Attendance Policy Reminders**

- If your confirmandi has missed more than 3 Masses, please email me at [aschott@avemariacatholicparish.org](mailto:aschott@avemariacatholicparish.org) to schedule a meeting with Fr. Nathaniel.
- Angelle will also be reaching out to families with 3 or more absences to schedule an appointment with Fr. Nathaniel.
- Please use this opportunity for us to help understand the needs of your family and how the church can help you.

# Acknowledgment of Receipt

By signing this Acknowledgement of Receipt, you are demonstrating your understanding and commitment to fulfilling the requirements as they are outlined in the Confirmation Handbook.

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Name of Confirmandi (Print)

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Parent Name (Print)

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Parent signature

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Date