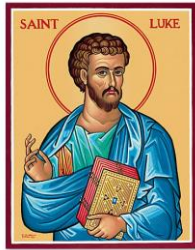


St. Luke Catholic Church
1111 Beach Park Blvd.
Foster City, CA 94404

Office of Religious Education



ST. LUKE CATHOLIC CHURCH
OFFICE OF RELIGIOUS EDUCATION
(650) 574-9191

2016

Archdiocese of San Francisco - Confirmation Guidelines



CONFIRMATION PROGRAM
A Two-Year Journey of Faith

The SACRAMENT

Confirmation is one of the seven sacraments instituted by Christ to serve as vessels of sanctifying grace and strengthening of the union between individual souls and God.

The effect of the Sacrament of Confirmation is the special outpouring of the Holy Spirit once granted to the apostles on the day of Pentecost. From this fact, Confirmation brings an increase and deepening of the baptismal grace as it unites us more firmly to Christ; increases the gifts of the Holy Spirit in us; renders a bond with the church more perfect; gives us a special strength of the Holy Spirit to spread and defend the faith by word and action as true witnesses of Christ to confess the name of Christ boldly, and never to be ashamed of the cross.

At Baptism, our parents and godparents (sponsors) expressed our faith for us. At Confirmation, we express our faith ourselves; we accept our own responsibilities as followers of Christ.

BACKGROUND & OBJECTIVES

Young Catholics in different Parishes are looking forward to their Sacrament of Confirmation. Parents, godparents (sponsors), and parishioners alike are very supportive and active in their way of participating in the program. Here at St. Luke Parish, we have developed a solid 2-year journey program that will help prepare our youth to be strengthened in the Spirit, confirmed in the Church community, and committed to be more like Jesus.

This journey aims to:

- Encourage adolescents into deepening their Baptismal call and gifts for discipleship in the Catholic Church
- Fully initiate our young disciples into the Church and the value of Church membership
- Nurture a lifelong relationship with Jesus Christ
- See social justice and service as an integral part of one's life as a fully initiated individual
- Equip youth in the practice of daily prayer

- Become reflective Catholic individuals in the use of theological reflections for daily life
- Become full-active members of the liturgical rituals and sacramental celebrations of the Church
- Become a discerning, oral individual in light of the scriptures and Church teachings

The CANDIDATE

The Confirmation Candidate is to discern whether he or she wishes to be confirmed in the Catholic faith. The Candidate is expected to bring a positive attitude to the process, as well as an active and critical mind. The Candidate is to be encouraged to ask questions, to discuss faith with his or her godparent (sponsor), and to prayerfully consider whether he or she is *called to the life of discipleship*. The Candidate is not expected to have "all the answers" but rather to feel a desire to be confirmed.

The Candidate's journey of faith should include *parish involvement in a community of faith, regular confession and attendance at Mass, active involvement in a voluntary service in the community & Archdiocese, and participation in catechetical instructions and prayerful reflections.*

CONFIRMATION NAME

In order to express the intimate relationship of Confirmation with all the Sacraments of Christian Initiation, it is recommended that candidates use a Christian name given to them at their Baptism for Confirmation.

However, if there is the desire to indicate the beginning of the new relationship to Christ and the Church by the selection of a new name, the name chosen is to be a Christian name. Names of saints are chosen to serve as patrons or models of faith for those being confirmed. Candidates should choose a patron whose Christian life or virtues could be imitated in his or her journey of life.

The ROLE of the FAMILY

The role of the family is to support the Confirmation journey of faith by sharing faith with the Candidate, assisting him or her in finding and executing service projects, class assignments, and in the Candidate's discernment process. The family is asked and highly encouraged to participate in the life of the parish and in the journey through the Confirmation process.

Here are some possible ways a family can participate in the journey - *becoming part of St. Luke's ministries, providing food for Confirmation special sessions or events, volunteering to chaperone retreats and other activities held outside of the parish, participate in parish activities and fellowship, volunteering to speak and share to the Confirmation class about one's faith journey when invited.*

The ROLE of the GODPARENT (SPONSOR)

It is desirable that the Godparent at Baptism be the also the Godparent (Sponsor) at Confirmation to better express the relationship between Baptism and Confirmation.

The Sponsor for any Candidate may be a male or female. The Sponsor should be sufficiently mature for his or her role - at least sixteen (16) years old, belonging in the Catholic Church and have received fully the Sacraments of Initiation - Baptism, Eucharist, and Confirmation. The Sponsor should also be a person of faith, actively participating in the life of the church, especially by receiving the Eucharist regularly.

The Sponsor, likewise, is more like a mentor or spiritual guide than an instructor. The role of the sponsor is to support the candidate by attending some specific sessions, as required by the Confirmation program and by attending the Rites of Confirmation. Thus, we encourage the sponsor to participate in the Rite of Welcome and other rituals.

By Canon Law, the sponsor cannot be the candidate's parent, since the parents already plays an important role in the Candidate's life being the primary educators of faith.

The ROLE of the PARISH COMMUNITY

We encourage the Confirmation journey of faith to take place as much as possible within the Candidate's community of faith (the Parish). The role of the parish community is to support the Candidates in their faith journey, and to welcome them as mature Christians whose gifts and talents are needed.

Here are some possible ways that St. Luke Church, as a community of faith, can support its Confirmation Candidates: *prayer, by acting as sponsors, and by offering opportunities for the candidates to engage in service.*

An OVERVIEW: The CONFIRMATION PROGRAM

A Two-year Journey of Faith

Candidates for the Youth Confirmation process at St. Luke's begins in 8th grade, and have already received the Sacraments of Baptism, Reconciliation, and First Communion

The Confirmation Program is a 2-year journey. Years 1 and 2 of Confirmation preparation will follow a similar number of classes and activities, although the nature and content of the journey will intensify in Year 2. Participating actively at Mass is always central.

Year 1: The purpose of **Year 1** (8th Grade or anyone preparing for the sacrament) is to reflect on one's natural talents, to review (or build up) one's religious knowledge, and to form a community with the class and parish through parish youth group involvement.

Year 2: As one moves into **Year 2**, (High School) the emphasis on volunteerism, service, prayer, youth groups, liturgy of the Mass and participation, and the meaning of the sacrament of Confirmation will deepen. Year 2 candidates will make a rite of commitment at Mass, pick a sponsor, involve themselves to service opportunities, go on a retreat with their peers, and regular attendance at class. Then, they will have the opportunity to take on greater leadership in the Church at liturgy and in Teen Youth Group.

An OVERVIEW: The JOURNEY



- Review & build knowledge on the faith
- Active participation at Mass
- Introduction to the Sacraments
- Reflect and enhance talents
- Participate in the Religious Education activities and spiritual formation

- Engage Candidates to service opportunities
- Parish involvement through the 5:00PM Sunday Youth Mass
- Deepen understanding about the Sacrament of Confirmation
- Choose a Sponsor; Commitment to a life of prayer & service
- Active & regular class attendance
- Participate in the Religious Education formation and Parish activities
- Annual Retreat with other Candidates of the Archdiocese
- Confirmation Mass
- Period of Mystagogy and last sessions.

“A Candidate for Confirmation who has attained the age of reason must profess the faith, be in the state of grace, have the intention of receiving the sacrament, and be prepared well to assume the role of disciple and witness to Christ, both within the ecclesial community and in temporal affairs.” - *Catechism of the Catholic Church, 1319*

GENERAL GUIDELINES for the CANDIDATES

- **Parish Involvement:** Confirmation is a Sacrament celebrated in a community of Christian friendship and support. During Years 1 & 2, ALL Candidates must attend the Confirmation classes and join at least one St. Luke youth group. During their Year 2 formation, Candidates are required to be part of the Youth Choir to serve as animators for the 5:00PM Sunday Youth Mass.
- **Faith Formation:** Students who are not receiving Catholic religious instructions at school must attend and are encouraged to attend the pre-confirmation classes every Wednesday. It is important that all students, especially the Confirmation Candidates be catechized well and confident in their knowledge and commitment to the teachings and practices of the Catholic Church.
- **Attendance:** There are 24 - 26 Religious Education Confirmation classes and activities every year. All Candidates are expected to be punctual in class. Only four (4) unexcused absences from classes are allowed. More than that, a meeting with the Pastor, Parish Catechetical Leader, Confirmation teachers, and parents will be required before continuing.
- **Service Opportunities:** It is recommend that Confirmation Candidates engage in acts of service as part of the confirmation process. Generally, we recommend 5-10 hours of service during the Year 1 process, and 10 - 15 hours during the Year 2 process. These Acts of Service will give a broader meaning to the expression of *discipleship*. Service can be **done within the parish community**, or **within the wider community**, or **participation in any Archdiocesan activity**.

An important component of service is *theological reflection* conducted with preparation before and reflection after the service project is completed. The reason for the reflective process is to encourage the Candidates to view service as an integral part of discipleship.

REQUIREMENTS - CONFIRMATION YEAR 1



YEAR 1

*Mostly
8th Grade
students*

The confirmation process takes place within parishes, not schools. The reason for this is that sacraments are celebrated within the parish Church community. Young people will graduate from schools and hopefully not parish life. We encourage young people to develop lifelong relationships with parishes, so that faith formation can be ongoing.

Confirmation Year 1 entails the following requirements:

- Registration Form
- Parents Consent & Health Authorization
- Shield the Vulnerable Online Training & Certificate
- Four (4) Assessments
 - Entry assessment to determine readiness
 - Assessment of Children/Youth in Religious Education (ACRE), sponsored by the Archdiocese
 - Midterm Assessment to determine and gauge their knowledge on the faith discussed
 - Final assessment to determine readiness for Confirmation Year 2
- Weekly class gatherings (24-26 meetings), usually happens thrice a month from 6:45PM – 7:45PM, Wednesday.
- Catechesis will focus on the following: ***Foundations of Our Faith, The Trinity, Jesus and the Church, The Sacraments, Sacraments of Initiation, Healing & Service, The Moral Life, Service, Christian Prayers.***

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- Beginning-of-the-year Retreat/Recollection
- Attend two Recollection activities (Advent & Lent)
- Submission of class assignments / Reflection essays on a timely manner
- Regular Sunday Mass attendance, especially during the “*Class Sponsored 9:00AM Sunday Mass*”.
- Participation in any of St. Luke’s Youth Ministry: *Children’s/Youth Choir, Altar Servers, Junior Legionaries, Youth Music Ministry*
- Service Opportunities (5-10 hours)
- A formal Reflection Paper on the Service Hours be submitted a month before the School Year ends
- Active participation of parents to Religious Education Parents Formation & Assemblies, and Parish activities.

“What is needed today is a Church which knows how to respond to the expectations of young people. Jesus wants to enter into dialogue with them and, through his body, which is the Church, to propose the possibility of a choice which will require a commitment of their lives. As Jesus with the disciples of Emmaus, so the Church must become today the traveling companion of our young people. Deepen your faith, young people. You are the future of our Church...”

- St. John Paul II, addressing the Youth at World Youth Day 1995 in the Philippines



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REQUIREMENTS - CONFIRMATION YEAR 2



YEAR 2 High School students

“A special concern in the catechesis of adolescents is catechesis for the Sacrament of Confirmation. In many dioceses in the United States, adolescence is the period in which the Sacrament of Confirmation is received and the process of Christian initiation is completed. The Church must

every effort through a revised and revitalized catechesis to ensure that adolescents do not view their preparation for and reception of the Sacrament of Confirmation as the end of their formal catechesis. They must be encouraged to continue to participate in catechetical programs, the celebration of the Sunday Eucharist, and the practice of Christian living, they must be given the opportunity to serve the community in a variety of liturgical ministries.

- National Directory for Catechesis, United States Conference of Bishops, 2005, p.200.

Confirmation Year 2 entails the following requirements:

- Sacramental Registration Form
- Parental Consent & Health Authorization
- Copy of the Baptismal Certificate
- Sponsor's Information Form
- Shield the Vulnerable Online Training & Certificate

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- Three 3 Assessments
 - Entry assessment to determine readiness
 - Midterm Assessment to determine and gauge their knowledge on the faith discussed
 - Final assessment to determine readiness for Confirmation
- Entrance interview either with the Pastor or Director of Religious Education
- Weekly class gatherings (24-26 meetings), usually happens thrice a month from 3:30PM – 4:45PM, Sunday.
- Sunday Youth Mass Choir, 5:00PM – 6:00PM
- Catechesis will focus on the following: ***The Holy Spirit, Discipleship, Theological Virtues, Catholic Beliefs and Practices, Holiness and Life of the Church, Christian Service and Witness, Sanctifying Grace, The Sacrament of Confirmation, Corporal Works of Mercy***
- Beginning-of-the-year Retreat
- Retreats with Parents and Sponsors
- Year-end Confirmation Retreat at St. Dunstan
- Reception of the Sacrament of Reconciliation
- Attend the following Rites with Parents & Sponsors:
 - Rite of Welcome
 - Rite of Promise
 - Ritual of Affirming the Names of Candidates
- Submission of class assignments / Reflection essays on a timely manner
- Service Opportunities (10-15 hours)
- A formal Reflection Paper on the Service Hours be submitted a month before the Confirmation
- Active participation of parents to Religious Education Parents Formation & Assemblies, and Parish activities.
- Share Confirmation journey with parents, sponsors, and Confirmation Catechists with commitment and openness.
- Continued participation in any of St. Luke's Youth Ministry: *Children's/Youth Choir, Altar Servers, Junior Legionaries, Youth Music Ministry*

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REGISTRATION FORM

(1st, 3rd through Confirmation Year 1)

IMPORTANT

REGISTRATION DATES
May 1st - Aug. 31st

REGISTRATION FEES
1st Child: \$100.00
2nd & Succeeding: \$75.00

LATE REGISTRATION
September 1st - 30th

LATE REGISTRATION FEES
1st Child: \$125.00
2nd & Succeeding: \$100.00

Make check payable to:
St. Luke Catholic Church

REQUIREMENTS CHECKLIST

- Registration Form
- Parental Permission
- Health Authorization
- Registration Fee

OFFICE NOTES

OREYM.registration.03.10.2015



St. Luke Catholic Church
1111 Beach Park Blvd., Foster City, CA 94404
(650) 346-6660 • (650) 574-9191

OFFICE OF RELIGIOUS EDUCATION & YOUTH MINISTRY
REGISTRATION FORM (for 1st, 3rd through 8th Grade Students)

STUDENT INFORMATION

Student Application for School Year _____ for Grade _____

LAST NAME		FIRST NAME	
GENDER	AGE	DATE of BIRTH	PLACE of BIRTH

STUDENT'S ADDRESS: _____

SACRAMENTS	YES	NO		
Baptism			Current School	
Reconciliation			Current Grade	
1 st Communion				
Confirmation			Ethnicity	

PARENTS INFORMATION

FATHER's Full Name: _____

Religion: _____ Email: _____

Mobile: _____ Home Phone: _____

Address: _____

MOTHER's Full Name: _____

Religion: _____ Email: _____

Mobile: _____ Home Phone: _____

Address: _____

MARITAL STATUS	Check that applies	Child Lives With	Check that applies
Married		Mother & Father	
Separated		Mother	
Divorced		Father	
Widowed		Grandparent	
Single Parent		Other	

IN CASE OF EMERGENCY

GUARDIAN's Name: _____

Mobile: _____ Email: _____

REGISTRATION FORM

(Sacramental Program)



St. Luke Catholic Church
1111 Beach Park Blvd., Foster City, CA 94404
(650) 346-6660 • (650) 574-9191

OFFICE OF RELIGIOUS EDUCATION & YOUTH MINISTRY
SACRAMENTAL PROGRAM REGISTRATION FORM

STUDENT INFORMATION

Student Application for School Year 20____ - 20____
for the Sacrament of 1st Holy Communion Confirmation

LAST NAME		FIRST NAME	
GENDER	AGE	DATE of BIRTH	PLACE of BIRTH

ADDRESS: _____

SACRAMENTS	YES	NO		
Baptism			Current School	
Reconciliation			Current Grade	
First Holy Communion				
Confirmation			Ethnicity	

PARENTS INFORMATION

FATHER's Full Name: _____ Religion: _____

Address: _____

Mobile: _____ Home Phone: _____ Email: _____

MOTHER's Full Name: _____ Religion: _____

Address: _____

Mobile: _____ Home Phone: _____ Email: _____

MARITAL STATUS	Check that applies	Child Lives With	Check that applies
Married		Mother & Father	
Separated		Mother	
Divorced		Father	
Widowed		Grandparent	
Single Parent		Other	

IMPORTANT

- REGISTRATION DATES: May 1st - August 31
- SACRAMENTAL FEE: \$130.00/student
- LATE REGISTRATION: September 1st - 30th
- LATE REGISTRATION SACRAMENTAL FEE: \$150.00/student

➤ Make Check Payable to St. Luke Catholic Church

REQUIREMENTS CHECKLIST

- Registration Form Sacramental Fee
- Parental Permission Health Authorization
- Copy of Baptismal Certificate **MUST BE ATTACHED**
- Sponsor's Information Form (for Confirmation Candidate only)

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PARENT'S CONSENT & HEALTH AUTHORIZATION

Archdiocese of San Francisco
St. Luke Religious Education Program
Parental Permission and Health Authorization Form

I/We, the parent(s), guardian(s) of the named child(ren) on the front page of this document hereby give my/our permission to her/his participation in any and all Religious Education activities. I/we agree to direct my/our child(ren) to cooperate and conform with directions and instructions of Religious Education personnel responsible for Religious Education activities.

I/We agree that in the event my/our child(ren) is injured as a result of her/his participation in Religious Education activities, including transportation to and from these activities, whether or not caused by the negligence of the parish/school Religious Education program or any of its agents or employees, recourse for the payment of any resulting hospital, medical or related costs and expenses will first be had against any accident, hospital or medical insurance, or any available benefit of mine/ours.

In the event I/we cannot be reached in an emergency, I/we hereby give permission for the Director/Catechist/Adult Leader to authorize by her/his signature whatever medical treatment may be considered necessary by the attending physician for my/our child(ren).

Parent/Guardian Signature _____ Date _____

Parent/Guardian Signature _____ Date _____

The following must be completed by parent or guardian.

Family Physician _____ Phone # _____

Address _____ City & Zip _____

Medical Plan _____ Plan Number _____

If you do not want medical care given to your child(ren), please state your reasons:

Does your child(ren) have or is subject to (check if yes):

- Asthma Fainting Spells Convulsions Diabetes Heart Trouble

Allergy or reaction to ANY medication – List _____

Sports Restrictions – List _____

Other – Describe _____

Have difficulty with (check if yes):

- Eyes, ears, nose, throat Digestion Lungs Other _____

Any condition now requiring medication? YES NO If yes, please list name of medications _____

Any restriction of activity for medical reasons? YES NO If yes, explain: _____

SPONSOR'S INFORMATION FORM



St. Luke Catholic Church - Office of Religious Education
1111 Beach Park Blvd., Foster City, CA 94404
Phone: (650) 345-6660; (650) 374-9191 Fax: (650) 345-8167

Godparent/Sponsor Information

Godparent's Name: _____ Age: _____

Godparent/Sponsor for: _____

I understand that as a godparent or sponsor, I am to live a life in harmony with the nature of this responsibility, meaning, for example, that I regularly attend Mass; I receive the Eucharist regularly; I make use of the sacrament of Reconciliation; I am not in an irregular marriage; and I seek to the best of my understanding of my Catholic faith to be faithful to the teachings of the Church. I attest that I have received the Sacrament of Confirmation, and that I am at least 16 years old. I also understand that being a godparent or sponsor is a commitment of time. I will attend provided sessions for catechesis, the celebrations of liturgical rites, and other church events to the best of my ability. I further understand that being chosen as a godparent or sponsor is a lifetime commitment to be, as I am able, a faithful witness of the Catholic way of life to the individual I am called to serve. ***If I am not a member of the same parish as the person who I am serving, then I will request and obtain a Letter of Good Standing from my own parish,*** attesting to the fact that I attend Mass regularly on Sundays and Holy Days of Obligation, follow the precepts of the Church, and possess no impediments for serving as a godparent or sponsor.

_____ Please sign or write initial after reading the paragraph

REMINDER: If from another Parish, please attach the **Letter of Good Standing** from your Parish. Thank you!

SPONSOR INFORMATION

Complete Address: _____

Mobile Phone: _____ Email: _____

SACRAMENTAL INFORMATION

• **Church of Baptism:** _____
Complete Address: _____

• **Church of Confirmation:** _____
Complete Address: _____

• **Church of Wedding:** _____
Complete Address: _____

Marital Status: Married By a Catholic Priest Year of Wedding: _____

• **Parish Where You Are Currently Registered:** _____
Complete Address: _____
Pastor's Name: _____ Phone: _____