



Confirmation

"Be sealed with the gift of the Holy Spirit."

ST. CECILIA CATHOLIC CHURCH SUMMARY OF FORMS & IMPORTANT DATES

Parent & Student Informational Meeting	April 16, 2023
Service Activity Established	September 1, 2023
Confirmation Formation and Ministry Agreement Form Due	October 2, 2023
Baptismal Information Form Due	October 2, 2023
Confirmation Name/Sponsor Information Form Due	March 4, 2024
Sponsor Eligibility Form Due	March 4, 2024
Retreat Permission Form Due	March 4, 2024
Dress Code Form Due	March 4, 2024
Confirmation Retreat	April 27, 2024
Service Experience Reflection Paper Due	April 29, 2024
Service Activity Verification Form Due	April 29, 2024
Confirmation Mass	TBD

Dear Confirmation Candidates, Parents and Sponsors,

Over the next several months, whether you are a young person planning to be confirmed, or you are a parent or a sponsor of a Confirmation Candidate, you will be engaging in a time of preparation. It should be no surprise that in the Sacramental life of the Church, there are periods of preparation. Adults experience a preparation process before entering into marriage. Parents attend a preparation class before the Baptism of their child. Those over 7 years of age go through a preparation process before being baptized. Some of you may remember the preparation experience that you experienced before First Communion and First Reconciliation. Deacons and priests experience years of preparation before being ordained. So, hopefully it is not surprising that the same is true for the Sacrament of Confirmation.

This packet describes what will be happening in the Confirmation preparation process. Many will be involved; candidates, parents, sponsors, teachers, clergy, and others. There are different roles that are fulfilled by various people and so the process is communal in nature. Through everyone working together and being committed to taking the process seriously, it should be a joyful and even exciting time. It is always good when we know that we are not going through something alone.

I ask that all read through this packet, be attentive to and cooperative in engaging the process and what it entails. By doing so, it will make the celebration of the Gifts of the Spirit come alive not only on Confirmation Day itself but also throughout the days of preparation and actually throughout your lives. I want to assure you of my prayers and those of the entire Saint Cecilia Community during this special time as we all look forward to the completion of your Christian Initiation.

Sincerely in Christ,

Father Nic Ventura

CONFIRMATION INFORMATION SAINT CECILIA CHURCH

Please read this carefully, in order to understand what we expect of families in this preparation for the celebration of the Sacrament of Confirmation: If you have any questions/comments/concerns, please feel free to speak with your student's teacher, e-mail Lee Ann Breeze, Coordinator Parish School of Religion (lbreeze@ceciliachurch.org) or call the Parish Office (614) 878-5353.

1. As a Sacrament of Initiation, Confirmation is intended to be received in an individual's home parish – within that community where the family regularly worships and of which they are members. If the Confirmation Candidate is a parishioner at another parish, he/she must receive written approval from their pastor to receive the Sacrament of Confirmation at St. Cecilia.
2. Weekly attendance at Mass, combined with regular participation in religion class, is paramount for readiness to receive this Sacrament. The Sacraments call us to continue the mission of Christ in the Church, which is to be Eucharist for the world. We cannot live the Eucharistic Life to which we are all called without the graces needed to sustain us in that life, graces given and received in the Holy Sacrifice of the Mass – namely The Word of God and the Sacrament of His Body and Blood in Holy Communion.
3. At least one parent and the Confirmation Candidate are **required to attend a parent information session on Sunday, April 16, 2023 at 10:45 am** in the cafeteria. This meeting is a prerequisite to receive the Sacrament of Confirmation at St. Cecilia. If for any reason, you cannot attend this meeting, please submit your written explanation for not attending to the parish office at least one week prior to the meeting date. Only legitimate excuses will be accepted for illness, work commitments, etc. Athletic practices and/or game conflicts will not be accepted.
4. Parents are requested to review the information and due dates outlined in this packet with their child and **return the Confirmation Formation and Ministry Agreement by October 2, 2023.**
5. So that the celebration of this Sacrament can be properly recorded in church records, candidates are asked to **complete the Baptismal Information form and return it to their teacher by October 2, 2023.** For many of our Confirmation candidates, we have this information already on file. More information related to Baptismal records can be found later in this packet.
6. Candidates are asked to **complete the Confirmation Name/Sponsor Information form and return it to their teacher by March 4, 2024.** More information on choosing a Confirmation name can be found later in this packet. The choice of a Sponsor for each Confirmation candidate is very important in the formation and support of a young Catholic in the church. More information on the role and qualifications of a sponsor can also be found later in this packet.
7. Candidates will participate in the **Confirmation Retreat on April 27, 2024.** Net Ministries will be leading this one-day retreat for us this year at St. Cecilia. More information will be distributed as we get closer to the retreat date.
8. As one sign of readiness for the Sacrament of Confirmation, candidates are also asked to enter into a life of service as a Catholic. More information on this service requirement can be found later in this packet. Students are asked to submit a one page reflection paper on their service experience prior to Confirmation. **This reflection exercise should be submitted to your teacher by April 29, 2024.**
9. Parents are requested to review the dress code information outlined in this packet and **return the Confirmation Mass Dress Code form to their teacher by March 4, 2024.**

PROOF OF BAPTISM OR PROFESSION OF FAITH

We are required by the Diocese of Columbus to see proof of a Catholic Baptism or Profession of Faith before administering subsequent sacraments. For many of our candidates, we already have the records from the reception of Baptism and/or First Communion if they were completed here at St. Cecilia. For those candidates whose proof we need, please supply a certificate from the Church of Catholic Baptism or Profession of Faith.

Notice of Confirmation gets sent to the Parish of Baptism to be recorded in their sacrament book. In later life, your child may be invited to be a Godparent or Confirmation Sponsor, or will desire to be married in the Catholic Church. All of these require proof that he or she has been fully initiated in the Catholic Faith by receiving Confirmation, and the Parish of Baptism can provide such proof if the original certificate we give is misplaced.

Name changes: In the United States, all Catholic Sacramental records are kept at the Parish of Baptism. If there has been a **legal** name change since the time of baptism, it is the family's responsibility to inform the Parish of Baptism of the new name and to request an updated Baptismal Certificate to be turned in to us. If you need information on how to submit a name change, please call our Parish Office (614-878-5353).

CHOOSING A CONFIRMATION NAME

The candidate should choose ONE name for Confirmation. Candidates may use their Baptismal Names, thereby "*renewing and confirming*" the Baptismal commitment. If they wish to choose a new name, they should choose a Christian name from among the recognized Saints of the Church.

Some Candidates may choose a Saint whose life is an inspiration; others will pay homage to a Saint who has made a real difference in the Catholic faith. In either case, just one saint's name is used. For example, if the saint that is chosen is St. Francis Xavier or St. Rose of Lima, the candidate uses "Francis" or "Rose". However, if the candidate chooses a saint who has two names, such as St. Margaret Mary Alacoque, both Margaret and Mary may be used.

If a candidate chooses one of his or her Baptismal names, or a form of the same name, that name is not repeated. So if "John Michael Smith" chooses "John" as his Confirmation name, the certificate will read "John Michael Smith", not "John Michael John Smith".

REQUIRED FORMS

All required forms are included in this packet. They are also posted on our parish website, www.saintceciliachurch.org, under the Sacraments tab, should you need additional copies. If you do not have access to the internet, we can have extra forms available from the teachers and in the Parish Office.

SERVICE ACTIVITIES

An integral segment of Confirmation formation is the call to service. Confirmation Candidates reaffirm their commitment to the service to God, the Church, and their neighbors. All too often there has been the temptation to get caught up in just how many hours of service are required and what the nature of the service is to be. We are trying to avoid such things.

Instead of asking students and parents to figure out on their own what they want to do and when they are going to do it, we are asking that our Confirmation Candidates engage in a service that is very much needed and integrated into the Saint Cecilia Community. Beginning in the Candidate's 7th grade year of school, we are asking that each Candidate engage regularly in a liturgical ministry at weekend Masses. Some may already be altar servers. They can certainly continue to do that. However, Candidates may also serve as members of one of our choirs, be a cantor, and/or be a lector at any of our Sunday Masses. Candidates should commit to participating in these liturgical ministries well past Confirmation and into their high school years.

If the student is already serving as an altar server, please make sure that he/she is marked as active in our liturgical scheduling software, Ministry Scheduler Pro (MSP), so that he/she will be scheduled to serve. If training is needed to begin altar serving, please contact Terry Edwards at terry11313@outlook.com.

Students may also be of service to the church by volunteering to be a lector for the Sunday Masses. Lectors are responsible for reading the first and/or second readings at Mass, and when needed will also read the general intercessions. Students who wish to volunteer as a lector must have excellent reading skills and be able to speak clearly in front of the congregation. For more information about how you can begin lectoring at Mass, please contact Michael Case at mcase1959@gmail.com.

Additionally, Confirmation Candidates are encouraged to be members of one of our liturgical choirs and sing at the weekend Masses. Students are also welcome to cantor at any of the weekend Masses. Students will have to commit to a weekly choir practice to be a member of one of our choirs. For more information about how you can be a member of choir or cantor, please contact Dr. Caroline Salido-Barta at drcaroline@ceciliachurch.org.

Other liturgical opportunities may be accepted as potential service activities, but these must be accepted and approved by the Pastor in advance.

If any Confirmation Candidate is not a member of St. Cecilia Parish, he/she is asked to take part in the same liturgical service opportunities at their home parish. Verification that these services were performed at their home parish must be obtained by the student. A service hour form for those students who are registered at another Catholic parish is included in this packet. Please complete the form, submit it to your parish office, and have your priest comment and sign the form. This form must be completed and turned into your teacher prior to the date of Confirmation.

For whichever service activity is chosen, the Confirmation Candidate must be trained and be included on the ministry scheduler no later than September 1, 2023.

All students are asked to submit a one page reflection paper on their service experience prior to Confirmation. **This reflection exercise should be submitted to your teacher by April 29, 2024.**

Confirmation Formation and Ministry Agreement
2023-2024

By means of the Agreement, I, _____,
Printed Name of Student

hereby state that I am requesting to be receive the Sacrament of Confirmation at St. Cecilia Church in 2024.
With this request, I will engage in the following:

1. Be present on a regular basis and fully participate at weekend Masses
2. Be present and fully participate at PSR classes or St. Cecilia School religion classes
3. Give service by participating in liturgical ministry activities
4. Fully participate in the Decision Point program and complete any assignments therein
5. Engage in behavior that is truly reflective of Gospel values and Christian discipleship
6. Be present and fully participate at the Confirmation retreat
7. If desired, choose a Confirmation name that has some true meaning for you such as the name of a saint
8. Choose a Confirmation sponsor who truly has been and will continue to be a support figure and who meets the requirements as stipulated in the Code of Canon Law
9. Compose a brief essay describing what you may have learned from engaging in the Confirmation service experience
10. If I am from a parish other than St. Cecilia and wish to be confirmed here at St. Cecilia, I will seek permission from the pastor of that parish to be so
11. Share this agreement with my parent(s) or guardian, and have them sign below
12. Share any special circumstances with the classroom teachers that would keep any of the above from being completed

STUDENT SIGNATURE: _____

As a parent or guardian of the student above, I hereby sign below that I have read this agreement and will support him/her in fulfilling it.

PARENT/GUARDIAN SIGNATURE: _____

Due Date: October 2, 2023

**INFORMATION FROM RECORD OF CATHOLIC BAPTISM
OR PROFESSION OF FAITH**

Candidate's Name (First, Middle, Last)

Name of Catholic Church of Baptism

Date of Baptism

Full Address of Church of Baptism (Street Number and Name, City, State, ZIP)

Full Maiden Name of Candidate's Mother on the Baptismal Record

Full Name of Candidate's Father on the Baptismal Record

*If Baptized at a Parish other than St. Cecilia, please provide a copy of the Baptismal Certificate.

CONFIRMATION NAME & SPONSOR INFORMATION

Student Name (First, Middle, Last – no nicknames, please) Date of Birth

Name(s) of Parent(s) or Guardian(s)

Full Street Address Apt. #

City Zip Home Phone

The **NAME** I have chosen for Confirmation is: _____
(ONE NAME ONLY)

CONFIRMATION SPONSOR INFORMATION

Please remember that a Sponsor must be a fully initiated Catholic, having received all three Sacraments of Baptism, Confirmation and Eucharist. He or she must also be at least 16 years of age and an active, practicing Catholic. If the sponsor is a registered parishioner at a Parish other than St. Cecilia, please include a sponsor eligibility letter or certificate from that parish's pastor.

Sponsor's Name (Mr., Mrs., Ms.) _____
Circle one First Middle Last

Sponsor's Address _____
Street

City State Zip

Email Address: _____

Phone: _____ Age (if under 20): _____

Relationship to Candidate _____

Name of Sponsor's Church _____

City State

QUALIFICATIONS AND QUALITIES OF A GOOD SPONSOR

I. Qualifications

1. A good sponsor has the expressed intention of performing his/her role – to assume an ongoing *spiritual relationship* with his/her candidate and not merely function as a passive witness to the sacrament.
2. A good sponsor is a faithful Catholic who is a fitting model of the Christian life.
3. A sponsor must be at least 16 years of age.
4. A sponsor must be a *fully initiated* Catholic, having received all three Sacraments of Initiation - Baptism, Confirmation and Eucharist.
5. A sponsor may be a grandparent, older sister or brother, but *may not* be a parent.
6. It is not required that a Sponsor be a person who was a Sponsor at the Candidate's Baptism. However, they should be a person who has been a role model for the Candidate.
7. Sponsors from parishes other than Saint Cecilia are asked to obtain an Eligibility Certificate from their Pastor/Parish. A Sponsor Eligibility Form is included in this packet.

II. Qualities

1. Gratitude
2. Availability
3. Compassion
4. Openness to Questions
5. Honesty
6. Realism
7. Prayerfulness
8. Patience
9. Personal Warmth
10. An ability to Listen
11. Profound Respect for others
12. The willingness to share aspects of our journeys with another when and where it is appropriate.

Confirmation Sponsor Eligibility Form

Name of Child to Receive Sacrament: _____ Date of Sacrament: _____

Sponsor's Name: _____

Sponsor's Phone Number: _____ Email: _____

Part I: To be completed by the Sponsor

Requirements for Sponsors: (Guided by the Church's code of Canon Law, para. 872, 874 & 893)

As Sponsor (please circle):

Yes No I am at least 16 years old.

Yes No I have received the following sacraments: Baptism, Eucharist, and Confirmation.

Yes No I am a practicing Catholic and attend Mass weekly.

Yes No My living situation is in keeping with the duties of a Sponsor (i.e. I am either single & not living with someone unmarried, or I am married by the Church)

Yes No I am not the father or mother of the child.

I affirm that I am a registered and active member of the parish listed below. I promise to assist the child in his/her Christian upbringing.

Sponsor's Parish: _____

Sponsor's Signature: _____ Date: _____

Part II: To be completed by the sponsor's Pastor:

I certify that this information is correct, and that this person may serve as a sponsor for the child receiving the Sacrament.

Signature: _____ Date: _____

PERMISSION FORM FOR THE CONFIRMATION RETREAT

_____ has my permission to attend the Confirmation
Student's Name

Retreat at St. Cecilia Parish on April 27, 2024.

Should an emergency occur, please call me at _____.
Phone

If I cannot be reached, the following person should be notified:

Name: _____

Relationship to child: _____

Phone: _____

Please indicate any food allergy / medical condition of student (if applicable):

Parent/Guardian Signature

Date

DRESS CODE FOR CONFIRMATION MASS

Please remember that appropriate attire when attending Mass or receiving a Sacrament reflects our reverence and respect for the Holy Trinity. As a Catholic institution, we are responsible for setting standards that reflect our mission and our identity as disciples of Jesus Christ. The following guidelines are reminders of our expectations of all Candidates approaching the Bishop and presenting themselves before God. If a Candidate arrives for Confirmation and is inappropriately dressed, he/she will be given the opportunity to address the issue. Parents are asked to monitor this situation so no Candidate suffers the embarrassment of having to correct their dress.

Young Ladies: Dresses should not expose the midriff section, nor be strapless, and the shoulders must be covered (sweaters, jackets or shrugs). The dress should be no more than three inches above the knee. Dress pants with a blouse, sweater, or jacket may be worn instead of a dress. Leggings or any other tight fitting pants are not allowed. Dress shoes are requested. No tennis shoes should be worn for this occasion. Hair should be neatly groomed. No excessive jewelry or make-up should be worn.

Young Gentlemen: Gentlemen should wear dress pants and dress shirts with a tie. Suit jackets are recommended, but not required. Dress shoes are requested. No tennis shoes should be worn for this occasion. Hair should be neatly groomed. No excessive jewelry should be worn.

Your signature on this form is requested to confirm your review and intent to follow these requirements.

Thank you for your assurance that the sacredness of this occasion is respectfully enhanced by a sense of modesty.

Student Name (Printed)_____

Student Signature_____

Parent Signature_____

SERVICE ACTIVITY VERIFICATION FORM

If you are a member of a Catholic Parish, other than St. Cecilia, please complete this form, submit it to your parish office when all activities have been completed, and have your Pastor comment and sign below. Please only submit one form with all of the activities listed on this page. You may use the back side of this form if more space is needed. All Confirmation candidates are expected to take part in and commit to volunteering in a liturgical ministry at their home parish as part of their Confirmation preparation process.

Student Name (Printed): _____

Parish: _____

Liturgical Services Record

Date

Liturgical Activity (Altar Server, Cantor, Lector)

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Pastor Comments: _____

Pastor Signature: _____