

## St. Mary Magdalene Confirmation Guidelines 2018-2019

### **Confirmation for a teen who attends public high school:**

To receive Confirmation in May of Sophomore year: Teen is expected to regularly attend 9th grade (Year 1) and 10th grade (Year 2) at **The Way**.

To receive Confirmation in May of Junior year: Teen is expected to regularly attend 10th grade (Year 1) and 11th grade (Year 2) at **The Way**.

To receive Confirmation in May of Senior year: Teen is expected to regularly attend 11th grade (Year 1) and 12th grade (Year 2) at **The Way**.

**The Way** is the faith formation for teens in grades 9-12 who have not yet received the sacrament of Confirmation. **The Way** meets on Sundays from 7:15pm-8:30pm starting in the church following the youth mass which starts at 6pm every Sunday that **The Way** meets.

### **Confirmation for a teen who attends Catholic high school**

**Choice A:** Attend **The Way** every Sunday from 7:15pm-8:30pm for Year 1 and Year 2 of Confirmation preparation. (same path as a teen who attends public high school)

**Choice B:** During Year 2, the candidate attends 5 Confirmation sessions during the 2nd semester. These sessions will be held at STMM on Sundays from 7:15pm-8:30pm. Dates TBA

### **For everyone receiving Confirmation.....**

1) Parent(s) are expected to attend a required Confirmation workshop. Workshops are held in the spring of each year and they should attend one workshop before or during Year 1 or Year 2 of Confirmation preparation. If parents attended the Confirmation workshop the previous year, they do not have to attend back-to-back years. For example, if they attended in 2016, they do not have to attend in 2017.

2) Teen is expected to select a sponsor who is: a baptized Catholic; at least 16 years of age; has received First Communion and Confirmation. Ideally a sponsor is chosen by the candidate at the beginning of year 1 of preparation so they can journey through the 2 year preparation period together.

3) When possible, a sponsor should be the teen's baptismal godparent. Parents may not be sponsors.

4) A Confirmation candidate's family are expected to be registered and contributing parishioners of StMM before enrolling in Confirmation.

5) Attendance policy:

\*A teen attending The Way can miss a total of 5 sessions over year 1 of preparation and 5 sessions over year 2 of preparation. Should absences exceed these 5 sessions they will be placed in a 'deferred' status & repeat the year the following year. Each year there is a total of approximately 20-21 sessions.

\*A teen attending the Catholic HS sessions (Choice B) can miss 1 of the 5 sessions. If they miss more than 1 of the 5 sessions they will be placed in a 'deferred' status & repeat the missed sessions the following year & then receive the sacrament the following year.

6) A teen should enroll and participate in Confirmation when they feel they are ready and they should be making this choice of their own free will.

7) There is a retreat requirement for Confirmation. StMM offers 2 retreats each year for high school teens to meet this requirement. One retreat is in August and the other one is always Super Bowl Sunday weekend. If a participant is unable to make one of these retreats, it is their responsibility to attend a Confirmation retreat at another parish. There is a retreat form in the online account which you will need to print off and get signed by the other parish retreat coordinator.

Catholic High School retreats meet this requirement. There is a retreat form you will need to print off and get signed by the retreat coordinator. This information cannot come from the parent or teen. Sport team retreats do not meet this requirement.

8) There is a service project requirement. There is no minimum hour required. We ask the teen to find a cause or project that means something to them so that after completing their sacramental initiation they would hopefully continue with this cause/project. The service project must take place sometime over the 2 year preparation period. No signatures are needed to verify a service project.

9) Confirmation paperwork is now completed online. Each candidate will receive an email asking them to set up an account where they will upload their baptismal certificate & complete the online forms. Paperwork/online documents are handled by Vicki Kristoff who can be reached at [stmm.confirmation@kristoffs.com](mailto:stmm.confirmation@kristoffs.com).

In year 2 of Confirmation preparation, the Candidate will need to provide information and documents (referred to as paperwork) related to Confirmation. This paperwork is an integral part of Confirmation preparation and must be completed on a timely basis.

We now have an online Confirmation website where the paperwork is completed or uploaded. Sometime in September/October timeframe, you will receive an email from the Confirmation website with some initial instructions and a link to confirm that you received the email.

Once you have confirmed the first email, a second email will be sent with a link to the Confirmation website so that you can setup your own password. This email will also contain your username and the website link.

Both of these emails come from [stmm.confirmation@kristoffs.com](mailto:stmm.confirmation@kristoffs.com). Sometimes these end up in your junk/spam folder. Please add [stmm.confirmation@kristoffs.com](mailto:stmm.confirmation@kristoffs.com) to your safe sender list so you don't miss these emails. These emails will be sent to the email address provided on their Confirmation registration.

Once you login, you will see a screen with the list of paperwork that needs to be entered, along with the due date of each, and the instructions about the form. Click on each Form's Heading to open the Form's page.

There are a couple of forms that must be completed and signed by someone else. For these forms, there is a download link on the Form's page to download a blank form.

### **FAQs**

Do I need to provide a copy of the baptismal certificate if my child was baptized at St. MM? No, you do not.

Do I need to provide a copy of the baptismal certificate if my child was not baptized at St. MM but made their First Communion at St. MM? No, you do not.

My child's sponsor is registered at St MM. Do I need to have them sign the Sponsor Covenant? Yes, they need to complete the Sponsor Covenant but NOT the Sponsor Eligibility.

What is the date for Confirmation? As soon as the Diocese gives us a date for Confirmation, we will send an email to the addresses entered on the information page on the Confirmation website. This date will also be printed in the Youth Ministry section of the bulletin.

What is the date of the rehearsal? As soon as we have scheduled the rehearsal, we will send an email to the addresses entered on the information page on the Confirmation website. This date will also be printed in the Youth Ministry section of the bulletin.

Does the sponsor have to attend the rehearsal? No they do not.

What if the sponsor cannot attend the Confirmation liturgy? Obviously it is preferred that the sponsor attend the liturgy, but if they cannot then a 'proxy' can stand in for the absent sponsor. A parent cannot be the 'proxy'. A 'proxy' must meet the same specifications as a sponsor as stated in this handout.