

## **STUDENT CHECK LIST**

Please have the following checklist completed before your closing interview:

### **Check List**

- Have I attended Sunday Mass on a regular basis?
- Have I handed in my registration form?
- Do I have all my fees paid?
- Have I turned in my Baptismal Certificate?
- Have I chosen a sponsor? Who: \_\_\_\_\_
- Have I read the Confirmation Handbook?
- Have I handed in my retreat permission form? (due January 29, 2012)
- Have I written my letter to the Bishop? (due April 1, 2012)
- Have I fulfilled my Matthew 25 Service Project requirements? (due April 29, 2012)
- If my sponsor was unable to attend the November 13th session, have I handed in the sponsor activity paper? (due April 29, 2012)
- Have I made a date for a personal interview (most will be May 6)?
- Have I completed an interview with a member of the Confirmation team?
- Have I attended all the sessions for Confirmation? For any sessions missed, have I completed and turned in the make-up work?

# **CONFIRMATION HANDBOOK**

**2011-2012**

**Immaculate Conception/  
St. Peter of Alcantara/ St. Mary's  
Parishes**



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## Calendar

**Orientation:** October 16, 2011 Immaculate Conception Church;  
6:30pm – 8:00pm

**Sunday Sessions** – Each group meets for an hour and a half at the Immaculate Conception campus. Most of the sessions will meet in the cafeteria. There is a half hour between 7:00 and 7:30 where the entire group meets together for prayer in the Church and to take care of administrative business. Group B, please respect Group A as you enter if we are in the Church.

### **Group A 6:00pm – 7:30pm; Group B 7:00pm – 8:30pm**

October 30	“What is Faith?”
November 13	“What Is Faith?” part 2– with sponsors
November 27	“What Do We Believe?”
January 15	“What is Justice?”
January 29	“How Are We To Live?”
February 19	“What is Church?”
April 1	“What’s in a Name?”
April 29	“What Is a Sacrament?”

**Intergenerational/Family sessions** – Confirmation candidates are required to attend at least *one* of the sessions.

Sunday, April 15 – 9:30am at Immaculate Conception  
Sunday, April 15 -1:30pm at Immaculate Conception  
Monday, April 16 – 5:30pm at St. Peter’s  
Tuesday, April 17 – 5:30pm at St. Peter’s  
Sunday, April 22 – Noon at St. Mary’s  
Sunday, April 22 – 4:00pm at St. Mary’s

### **Retreats at the Daniel Soref Retreat Center in Fredonia**

Group A - March 3-4  
Group B – March 17-18

**Confirmation interviews** with Confirmation team will be scheduled on April 29 to be held on May 6 at St. Peter’s  
**Confirmation Practice:** June 2, 2012; 5:00pm  
**Confirmation:** June 3, 2012 at St. Mary’s during the 11:00am Mass;  
Archbishop ListECKI presiding

## **FEE INFORMATION**

Fees are essential in one form or another for all programs. They help to support the various activities, materials and personnel that are needed to provide programs. While we try to strike a balance between upgrading the quality of our program and keeping it affordable for all families, we realize it can get expensive for larger families and for those experiencing financial difficulties at this time. It is our policy that no one will ever be turned away due to inability to pay the total fee, but please inform the Confirmation coordinator if this is the case.

## **ATTENDANCE**

Confirmation candidates are expected to attend *all* sessions. If a candidate can not attend a session, please alert the Confirmation coordinator as soon as possible, but no later than one hour before the session is scheduled to begin. Candidates are also expected to be at the session on time; the same policy as above is to be followed.

Attendance and participation in the sessions is extremely important to the preparation of the candidates. If a candidate must miss a session, make up work will be assigned to ensure the candidate understands the material covered. Excessive absenteeism will be addressed by the coordinator, the candidate and his/her parents if necessary.

## **CONFIRMATION INTERVIEWS**

As one of the final stages of the preparation process, candidates will be interviewed by a member of the Confirmation team to ensure understanding of the Sacrament and readiness. Honesty and sincerity are essential in these interviews. There is no wrong answer. The interviews will be scheduled as the date approaches.



**Note: In case of bad weather, please tune in to local TV and radio stations for class cancellations. Information on cancellations will also be available at [www.portyouth.org](http://www.portyouth.org).**

**Students, if you are unable to attend a session, please call no later than one hour in advance.**

**Maureen Rotramel @ IC/St. Peter's/St. Mary's  
284-2108 ext.15 or [portyouth@catholic.org](mailto:portyouth@catholic.org).**

## **CONFIRMATION**

On behalf of the faith communities of Immaculate Conception, St. Peter's and St. Mary's, we invite you to participate in this year's Confirmation Program. The purpose of the program is to assist you in your growth in faith. The program is designed to help prepare you for full membership in the Catholic Church. It is our hope that through this time of preparation you will freely desire the Sacrament of Confirmation and that you will commit yourself to follow the life of Christ and to serve the needs of others in our parish and community.

Therefore, we dedicate ourselves to helping young people be truly prepared, to go out and spread the Good News of Jesus Christ, to be able to practice our faith, beliefs, values and morals, to have an active, working knowledge of the many aspects of Catholicism, and to be responsible, responsive adult members of the Church of today and tomorrow.

**The key elements in preparation for the celebration of Confirmation are:**

**DISCERNMENT:** What does it mean to say "I'm ready to accept and live a Christian Catholic lifestyle?"

**COMMUNITY:** Am I an active part of my faith community?

**CHRISTIAN MESSAGE:** Are scripture and reflection important parts of my everyday life?

**WORSHIP:** Do I participate actively in liturgy and prayer?

**SERVICE:** Am I using my gifts and talents for the benefits of others?

Our goal is to help the students attain their goals. Our dream is to help the students reach their dreams. We aim for an environment in which they can experience the love of God, our Father, the humanness and care of Jesus, and the creative challenge to grow in the Spirit of God.

This handbook was prepared to help you throughout the year. You will find guidelines to assist you in making the decisions you will be called upon to make. Please take a few minutes to read through it.

## REQUIREMENTS FOR CONFIRMATION CANDIDATE

- The Confirmation Program is open to all who are at least juniors in high school and will be 16 years of age prior to the celebration of Confirmation.
- A Candidate must be a baptized Catholic or have been received into the Catholic Church.
- A copy of the Candidate's Baptismal certificate must be on file. If the Candidate was *not* baptized at Immaculate Conception, St. Peter of Alcantara or St. Mary's, please provide a copy of your Baptismal Certificate.
- The family of the Candidate must be registered members of Immaculate Conception, St. Peter's or St. Mary's Parish or the Candidate must provide a letter of consent signed by the Pastor of the Candidate's home parish. A letter of consent gives permission for the Candidate to participate in Confirmation at Immaculate Conception/St. Peter's/St. Mary's. A letter of consent should be addressed to Father Pat Wendt or Fr. Tom Lijewski.
- Candidates must have been enrolled in either a Catholic parochial school or a parish Religious Education Program prior to entering immediate preparation for Confirmation.
- Attendance at all Confirmation sessions is essential and required. These dates are listed on the schedule. If a candidate must miss a session, make-up work will need to be completed.
- Service is an integral part of being a Catholic Christian. It is the way we express our commitment to living life in the Spirit of God alive within us. We use our giftedness to benefit others. All Candidates are required to participate in service ministry and reflect upon justice and service through the Matthew 25 Project.
- A Candidate must attend a Confirmation Retreat. Retreats provide an opportunity for prayer, reflection, friendship, and relaxation. The Immaculate Conception/St. Peter's/St. Mary's Confirmation Retreats are scheduled for March 3-4 and March 17-18 at the Daniel Soref Retreat Center.



## THE SPONSOR'S ROLE

The support of the entire community is focused through the sponsor chosen by the Confirmation Candidate. The introduction to the Rite of Confirmation states: "Ordinarily, there should be a sponsor for each of those to be confirmed. The sponsor presents the Candidate to the minister for the anointing, and will later help the Candidate fulfill the baptismal promises faithfully under the influence of the Holy Spirit." Godparents at Baptism can be sponsors at Confirmation. In this way, the relationship between Baptism and Confirmation is retained.

- The sponsor need not be the same sex as the Confirmation Candidate and

## CONFIRMATION RETREAT

The Confirmation Retreat is a very important aspect of the Confirmation Program. A retreat is an Archdiocesan requirement. Perhaps one of the best ways to understand the importance of the retreat is to look at how it is modeled in the life of Jesus. In Scripture we see time and again that whenever Jesus had an important decision to make or challenge to face, he went away in quiet for awhile to gather his courage, regain his perspective and to be strengthened by his unity with the Father. (MT 4, LK 5:16, MK 6).

While the modern day retreat experience may differ from Jesus' style, the purpose remains the same. Over an extended period of time, away from schedules, tensions and a fast-paced life of activity, young people can get in touch with the deeper questions of life and find nourishment for their spiritual journey.

In a retreat setting, young people have an opportunity to EXPERIENCE what it means to be a member of a community. They will also have the opportunity to celebrate the Sacrament of Reconciliation. The retreat center provides all the meals. Snacks may be brought in but only eaten in designated areas. Please refer to the handout and permission slip for more details.

If for some reason the candidate can not join us on our retreat, arrangements must be made by the candidate to join a retreat from another parish.

## LETTER TO THE BISHOP

In preparation for the ceremony of Confirmation, each candidate is required to write a letter to the confirming Bishop. The purpose of this letter is to give the bishop an opportunity to find out a little about each candidate beforehand. It also allows the candidates the chance to communicate personally with the Bishop about his or her feelings, background and hopes about the church. From our experience, the Bishops really do read all the letters received.



## REHEARSAL AND CEREMONY INFORMATION

The ceremony of Confirmation requires a brief rehearsal to ensure that it will run smoothly and meaningfully. All candidates and their sponsors are required to attend. It should not take more than an hour.

It is important that the candidate then does not feel somehow ostracized from the Catholic community or forgotten. That very important moment requires, on the part of the community and its representatives, understanding and support and continued contact with those making a decision to postpone Confirmation.



## CHRISTIAN SERVICE

You will recall that whenever service has been discussed, a definite number of hours was not specified.

Christian service means more than just spending time doing a task. It involves prayer and reflection. Thus, we are asking you to complete a brief reflection on the service you participate in as well as a reflection on social action. More information on the service component can be found in the Matthew 25 Project packet.

The experience of Christian community flows naturally to service. Christ gives His people different gifts not only for themselves but also for others. Each must serve the other for the good of all. It is important, also, that you as Confirmation candidates see that these service experiences are not simply requirements to be confirmed but are our response to Christ's action and initiative in our lives. As such, service should become a way of life.

## BAPTISMAL CERTIFICATES

Before you are confirmed, we must have your baptismal information. If you were baptized here at Immaculate Conception, St. Peter of Alcantara or St. Mary's Parish, your indication of such will suffice. If you were baptized at another parish, we need a **COPY** of your baptismal certificate. If you do not have your baptism certificate, call or write the church in which you were baptized and they will send you a copy.

It is necessary for us to send notice of your Confirmation to the parish where you were baptized for their records and your certificate will have the address and date of your Baptism.

## CONFIRMATION NAME

In the past, many Confirmation candidates chose a special name for Confirmation. However, greater emphasis has been placed on the connection between Confirmation and Baptism in the last decade. As a result, the baptismal name is seen as having greater significance. That is not to say a candidate can not choose a Confirmation name. If the candidate chooses to do so, please let the Confirmation coordinator know.

a Candidate may have more than one sponsor, although one should be designated as the liturgical sponsor who will present the Candidate for Confirmation.

The sponsor must be sufficiently mature for the role, belong to the Catholic Church and have been initiated into the sacraments of Baptism, Confirmation, and Eucharist, and must not be prohibited by law from exercising the role of sponsor. The sponsor must be at least 16 years of age.

- Parents may not act as sponsors (Canon Law #874) but they may present their son or daughter to the Bishop for Confirmation. This is for two reasons:

*1) The sponsor is seen as someone who shares with the parents in their obligation to bring up their child in the faith, especially in the event the parents are unable to perform this function.*

*2) The sponsor represents the larger church - the entire community of believers.*

The sponsor should be someone who truly will support the Candidate in the desire to believe in Jesus Christ and to live out that belief in his or her daily life. The sponsor also must be willing to challenge the Candidate on un-Christian attitudes or actions when that is necessary, to pray with the Candidate, and to encourage the Candidate on his/her journey of faith. The sponsor witnesses, prays, and participates regularly in the celebration of the Mass and of the sacraments; is a real friend, someone who is "there" when needed; is a guide, a good "listener" who is ready to give advice when asked; one whose experience as a Catholic is an invaluable source for helping the Candidate to make decisions about his or her life as a Catholic. Practically speaking, this means that the sponsor must be someone with whom the Candidate can relate and also someone with whom the Candidate has regular contact during the preparation period. Thus, we strongly discourage Candidates from choosing sponsors who live out of the area.

Although a parent may not be a child's sponsor, it certainly seems reasonable to be a sponsor for your child's friend. We encourage you to look within the faith community for an appropriate sponsor.

We ask that each candidate choose his or her sponsor early. It is **expected** that the sponsor spend time with the candidate in at least one of the suggested activities. Sponsors are also asked to attend the candidate session on November 13, 2011 as well as the rehearsal.

## THE PARENT'S ROLE

"As the primary educators of their children, parents along with sponsors are to be intimately involved in catechesis for Confirmation. This will help them renew and strengthen their own faith, besides enabling them to set a better example for their children. "

Parents play a unique role in Confirmation preparation. For many years they have led their children through special moments of faith growth. While continuing to lead by example of their own lives, parents now face the added challenge of granting their son or daughter a free choice in the decision to be confirmed.

We want parents to be very familiar with the components of the program, as well as the rationale. Many parents were confirmed under the "Old Rite", which differs significantly from the "New Rite". Age of the person, length of the preparation, involvement of Christian service, etc. are some areas of probable contrast. The responsibility here is different from earlier years, but in no way less important. Adult catechesis can be a powerful means to help the parent grow in faith and lay aside any doubts or fears about their children and Confirmation.

Parents can help their children in the following ways:

- Assisting their son or daughter in determining readiness. Parents should be informed of the criteria for readiness for reception of Confirmation, which includes involvement in all four elements of catechesis: community, worship, service, and message.
- Respecting the decision their son or daughter makes.

We also encourage parents to participate in the sessions and service projects.

## GROWING THE CLUSTER INTERGENERATIONAL/ FAMILY FAITH SESSIONS

This year we are offering special formation opportunities to all members of our three parish cluster, regardless of age or family status, through our Growing the Cluster Faith Sessions. Child, Youth, and Adult & Family Ministries along with Port Catholic are collaborating to present "Growing the Cluster." This will be an exciting opportunity to grow together as the Catholic faith communities of the Port Washington and Saukville areas. During the session, we will have a chance to pray, learn, and have fun together as we examine our theme for the year "Nothing is impossible if you have faith" from Matthew's Gospel. The same session will be offered six

times at various times and locations to accommodate everyone's busy schedule. We will also be offering light snacks at each session.

*Confirmation candidates are required to attend **ONE** of these sessions:*

- Sunday, April 15 – 9:30am at Immaculate Conception
- Sunday, April 15 – 1:30pm at Immaculate Conception
- Monday, April 16 – 5:30pm at St. Peter's
- Tuesday, April 17 – 5:30pm at St. Peter's
- Sunday, April 22 – Noon at St. Mary's
- Sunday, April 22 – 4:00pm at St. Mary's

In your information folders is a short registration form letting us know when you plan to attend with your family. Please return it to the Youth Ministry Office by April 1, 2012 so we can plan accordingly. You may also register on-line at [www.portyouth.org](http://www.portyouth.org) by clicking on "Growing the Cluster".

## DETERMINING READINESS

Readiness for celebrating a sacrament cannot be determined simply by the calendar. The meaning of the Rite for those celebrating it and its total impact on their faith-lives will be strongly affected by many developmental factors besides age. These factors may include: the maturity of the candidates, the depth of their faith development, the degree of their commitment to Christ and to the faith-community, the level of their awareness of their religious realities, the extent of their involvement in community worship and service, and their knowledge and understanding of the basic teachings of the Church.

Because Confirmation celebrates the response of the individual to the gift of faith, the primary responsibility for determining when the candidate is ready for the sacrament lies within the individual candidates themselves. Because Confirmation is a sacrament of initiation, the decision is to be made in dialogue with the whole community, nevertheless, the community must show its support, welcome the initiates, and sustain them in their decision so that it will be truly free. The adult community can do this by its own example of a living faith, by helping the candidate to make a serious and properly motivated decision, by offering a well-planned Confirmation program, by encouraging the candidates to participate in the program, and by praying with and for the candidates for the guidance of the Holy Spirit.

It may well happen that a candidate will not feel ready to be confirmed.