

ARCHDIOCESE OF SAN ANTONIO
ACADEMY FOR LAY ECCLESIAL
MINISTRY
2718 West Woodlawn Avenue
San Antonio, Texas 78228



FOR OFFICE USE ONLY
Received:
Fee:
Reviewed

APPLICATION FOR CATECHIST CERTIFICATION

** Please PRINT as you wish your name to appear on your certificate. **

FULL NAME _____
First Middle Last

HOME ADDRESS _____
Street

City Zip

PHONE _____
Area Code + Day Area Code + Evening

PARISH/SCHOOL _____ EMAIL _____
(circle one)

DATE OF BIRTH ____/____/____

I hereby apply for the following Catechist Certification:

___ Basic (Level 1) ___ Intermediate (Level 2) ___ Advanced (Level 3) ___ Professional (Level 4)

Catholic School Teachers: ___ TCCED ___ Teachers Who Do Not Teach Religion

I hereby apply for Renewal of Catechist Certification:

Level _____ Date of Last Certification: _____

The following documentation is attached:

- _____ Formation Page, Level _____ -or- Renewal _____
- _____ Copies of attendance/participation certificates, college transcripts
- _____ Recommendation from Pastor DRE, Principal, Ministry Supervisor attesting to competence as a qualified catechist
- _____ For Level 3 or 4 – Evidence of familiarity with the cultural reality of the Archdiocese of San Antonio

I have _____ years of successful catechetical experience
number

Date Signature of Applicant

<p>A \$5 application fee must accompany this application. To be included in the annual Archdiocesan appreciation expressed in the Catechetical Sunday issue of <i>Today's Catholic</i>, this application must be submitted by June 30th.</p>
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Documentation is required to support all workshops and courses taken.

BASIC - Level 1 Formation Page

FULL NAME _____
First Middle Last

DATE _____ PARISH/SCHOOL _____

I – BASIC FORMATION PROGRAM

A – ACC WORKSHOPS (ALL REQUIRED)

Date Completed	Date Completed
_____ Catholic Identity	_____ Methods for Catechesis
_____ Church	_____ Moral Life
_____ Evangelization & Catechesis	_____ Sacraments
_____ Foundations in Catechesis	_____ Sacred Scripture
_____ Holy Trinity	_____ Understanding the Mass

B – ALTERNATIVE BASIC COURSE—*ECHOES OF FAITH* (using ACC Implementation Guide)

Complete Courses Taken – Date Finished: _____

Check all components taken:

Catechetical Components
 ___ Getting Started as Catechist
 ___ Person of Catechist
 ___ Role of the Catechist

Theological Components
 ___ I Believe/We Believe
 ___ Prayer & Spirituality
 ___ Catholic Morality
 ___ Liturgy & Sacraments
 ___ Intro to Scriptures

Methods Components
 ___ Intro To Learner
 ___ Grades 1-2
 ___ Grades 3-4
 ___ Grades 5-6
 ___ Grades 7-8

C – ONLINE LEVEL 1 OPTION

Indicate Date Completed

_____ Faith Foundation (25 lessons)	_____ Catechesis 101 (8 lessons)	_____ Retreat
- Or -		
_____ Level 1 (all 33 lessons)	_____ Retreat	

D – ESCUELA DE LA FE OPTION

_____ Date of Program Completion (See Appendix B, page ___)

II – UPDATING

If any of the work lists above was done more than 5 years ago, please supply evidence that you have continued your formation since that time.

Continued on Reverse

Documentation is required to support all workshops and courses taken.

III – COMMENTS

IV – CREDIT BY EQUIVALENCY

A – Workshop, Courses, In-Services

Title	Location	Date Attended	Clock Hours

B – College Credit Hours (*course subjects must reflect the ACC Level 1 workshop subjects*)

College Attended _____
Total Applicable Credits _____
Date(s) Earned _____

C – Basic Catechist Certification from another Diocese

Diocese of _____
Date Earned _____
Total Clock Hours _____ or Total Credit Hours _____

V – Submit this form along with the *Application for Catechist Certification (A-1)* and *Recommendation for Catechist Certification (A-4)* forms and application fee.

Consult the Certification Process Manual for qualifying criteria for equivalencies.

This form replaces all previous versions.

January 2017



ARCHDIOCESE OF SAN ANTONIO
 Academy for Lay Ecclesial Ministry
 2718 West Woodlawn Avenue
 San Antonio, Texas 78228
 210-734-1638

RECOMMENDATION FOR CATECHIST CERTIFICATION

(to be completed by DRE, Principal, Pastor or Catechetical Ministry Supervisor)

Each catechist applying for certification needs a written recommendation attesting to competencies as a catechist.
 Please review this recommendation with the applicant.

NAME OF APPLICANT

First Middle Last

APPLYING FOR CERTIFICATION LEVEL (circle one) 1 2 TCCED 3 4 Renewal

PARISH OR SCHOOL _____

(circle one)

YES NO

_____ _____

(to be completed by ministry supervisor)

Is the applicant active in your parish/school catechetical program

_____ _____

Has the applicant had successful experience as a catechist?

- 1 years for Intermediate Certification
- 2 years for Advance Certification
- 3 years for Professional Certification

_____ _____

Does this applicant exhibit a familiarity with the cultural reality of the Archdiocese of San Antonio?

Please COMMENT on your experience of the applicant's skill and effectiveness as a catechist.

I recommend _____ for certification.

Applicant's Name

 Signature of Ministry Supervisor

 Date

I have read and discussed this completed form with the person recommending me.

 Applicant's Signature

 Date

A \$5 application fee must accompany this application.

This form replaces all previous versions – February 2018