

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



<b>FOR OFFICE USE ONLY</b>
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

(circle one)

\_\_\_\_\_  
EMAIL \_\_\_\_\_

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

**A \$5 application fee must accompany this application.**

To be included in the annual Archdiocesan appreciation expressed in the Catechetical Sunday issue of *Today's Catholic*, this application must be submitted by June 30<sup>th</sup>.



Documentation is required to support all workshops and courses taken.

# INTERMEDIATE – Level 2 Formation Page

FULL NAME \_\_\_\_\_  
First Middle Last

DATE \_\_\_\_\_ PARISH/SCHOOL \_\_\_\_\_

## I – INTERMEDIATE FORMATION PROGRAM

### ACADEMY COURSES (ALL REQUIRED)

Date Completed

- \_\_\_\_\_ ACAD204 – Survey of the Old Testament
- \_\_\_\_\_ ACAD205 – Survey of the New Testament
- \_\_\_\_\_ ACAD211 – The Church and Its History
- \_\_\_\_\_ ACAD216 – Christian Living: Discipleship and Morality
- \_\_\_\_\_ ACAD217 – Liturgy
- \_\_\_\_\_ ACAD218 – Sacraments
- \_\_\_\_\_ ACAD221 – The Ministry of Catechesis: Theory and Practice
- \_\_\_\_\_ ACAD231 – Maturing in Faith

### ONLINE COURSE THROUGH CDU

Date Completed

- \_\_\_\_\_ THEO N004 – Introduction to the Catechism of the Catholic Church
- \_\_\_\_\_ THEO N005 – The Profession of Faith
- \_\_\_\_\_ THEO N006 – The Celebration of the Christian Mystery
- \_\_\_\_\_ THEO N007 – Life in Christ
- \_\_\_\_\_ THEO N008 – Christian Prayer
- \_\_\_\_\_ SCRPT N004 – Introduction to Scripture and the Gospel Message
- \_\_\_\_\_ SCRPT N113 – The Way Catholics Use Scripture: Pope Benedict XVI's *Verbum Dei*
- \_\_\_\_\_ RELED N042 – Forming Disciples for Community and Mission: Basic Tasks of Catechesis

## II – PRAYER AND RETREAT EXPERIENCES – Two Required

Type of Experience:	Location:	Date Attended:
_____	_____	_____
_____	_____	_____
_____	_____	_____

## III – 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

February 2018

## IV – COMMENTS

Documentation is required to support all workshops and courses taken.

**IV – CREDIT BY EQUIVALENCY**

**A – Workshop, Courses, In-Services**

Title	Location	Date Attended	Clock Hours

**B – College Credit Hours (*Subject to Academy Approval*)**

College Attended \_\_\_\_\_  
 Total Applicable Credits \_\_\_\_\_  
 Date(s) Earned \_\_\_\_\_

**C – Intermediate Catechist Certification from another Diocese (*Subject to Academy Approval*)**

Diocese of \_\_\_\_\_  
 Date Earned \_\_\_\_\_  
 Total Clock Hours \_\_\_\_\_ or Total Credit Hours \_\_\_\_\_

**D – Other Program of Study (*Subject to Academy Approval*)**

Program: \_\_\_\_\_  
 Sponsoring Institution: \_\_\_\_\_  
 Location: \_\_\_\_\_  
 Date Completed: \_\_\_\_\_

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

Contact the Academy for Lay Ecclesial Ministry for qualifying criteria for equivalencies.

*This form replaces all previous versions.*

March 2018



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*