

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.

# PROFESSIONAL – Level 4 Formation Page

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

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

## I – CREDIT BY EQUIVALENCY

A – Master’s Degree (from an accredited Catholic college or university)

Check Degree Earned:

\_\_\_\_ Religious Studies                      \_\_\_\_ Theological Studies  
\_\_\_\_ Religious Education                  \_\_\_\_ Pastoral Studies  
\_\_\_\_ Other Theology

(name) \_\_\_\_\_

College Attended: \_\_\_\_\_  
Total Applicable Credits: \_\_\_\_\_  
Dates(s) Earned: \_\_\_\_\_

B – Professional Catechist Certification from another Diocese (Subject to Academy approval)

Diocese of \_\_\_\_\_

Date Earned \_\_\_\_\_

Total Clock Hours \_\_\_\_\_ or Total Credit Hours \_\_\_\_\_

C – Equivalent Course of Study

Title:	Location:	Dates Attended:	Clock Hours:

## II – PRAYER AND RETREAT EXPERIENCES – Two Required

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

Continued on Reverse

Documentation is required to support all workshops and courses taken.

### 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.

### IV – COMMENTS

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*