

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

(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.

# RENEWAL All Levels

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

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

Archdiocese of San Antonio  
Catechist Certification now held: \_\_\_\_\_

Date Certification issued  
or last renewed: \_\_\_\_\_

Years of successful catechetical experience  
since initial certification or last renewal: \_\_\_\_\_

Ten (10) clock hours of enrichment *annually* are needed to renew catechist certification after receiving initial certification or last renewal.

- Renewal after 4 years requires a minimum of 40 clock hours of ongoing formation.
- Renewal after 8 years requires a minimum of 80 clock hours of enrichment.

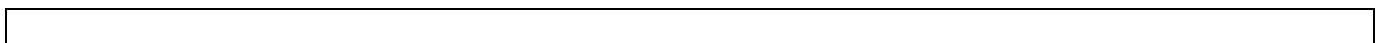
## I – ENRICHMENT EXPERIENCES: Workshops, Courses, In-Services

Title:	Location:	Date Attended:	Clock Hours:

List additional enrichment experiences on reverse side.

Continued on Reverse

October 2014



Documentation is required to support all workshops and courses taken.

**ENRICHMENT EXPERIENCES: Workshops, Courses, In-Services**

Title:	Location:	Date Attended:	Clock Hours:

**II – PRAYER AND RETREAT EXPERIENCES – Two are required**

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

**III – COMMENTS**

IV – 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*