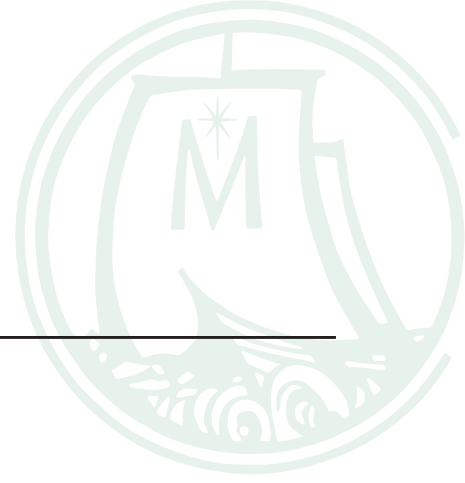




DIOCESE *of* COLUMBUS



OFFICE OF DIVINE WORSHIP

MEMORANDUM

TO: Pastors, Parish Administrators, Directors of Religious Education, Confirmation Coordinators

FROM: Fr. Paul J. Keller, O.P., Director of the Office of Divine Worship

DATE: 5 October 2023

RE: CONFIRMATION SCHEDULING GUIDELINES

We are instituting a new and easier way to facilitate scheduling the administration of the Sacrament of Confirmation with Bishop Fernandes. The following guidelines are being implemented immediately.

The former model of individual requests no longer functions well, especially in light of the increasing demands on Bishop Fernandes' time. Recognizing the importance of the Sacrament of Confirmation and the possibility of Bishop Fernandes celebrating this sacrament with parishes, we are now enabling a system whereby scheduling a Confirmation Mass will be easier. In the event that Bishop Fernandes is prevented from personally confirming baptized Catholics, he may delegate a priest to serve in his stead.

NUMBER OF CONFIRMANDI

Bishop Fernandes requests that groups of those to be confirmed (*confirmandi*) be at least 25 persons. This group includes only those who were baptized in the Catholic Church and are properly catechized to receive the sacrament. Typically, this group includes youths but may also include adults who were baptized Catholic in need of the Sacrament of Confirmation.

If you have **25 or more** *confirmandi*, you may request that the Bishop or his delegate celebrate the sacrament at your parish. If you have 25 or more but your church does not have adequate seating, you may request to use the Cathedral for Confirmation for your parish. See the next section for choosing the venue for the Sacrament of Confirmation, particularly if you have **less than 25** *confirmandi*.

VENUE

New this year is the introduction of celebrating the Sacrament of Confirmation outside your parish church. Bishop Fernandes warmly welcomes parishes to come together in Saint Joseph Cathedral, which is both the mother church and the seat of the diocese. Three dates are available on the form described below. Other options may be found below.

If your parish has 25 or more *confirmandi* but your church is unable to accommodate the people attending, you are encouraged to join the Bishop at the Cathedral.

If your parish has **less than 25** *confirmandi*, you are invited to choose from these options:

1. join with other parishes within your Deanery to choose a central parish for the Bishop or his delegate to administer Confirmation (your Vicar Forane will help to arrange this option)
2. invite other parishes to join with your parish for the Bishop or his delegate to administer Confirmation (again, with the help of the Vicar Forane)
3. join with other parishes at the Cathedral for the Bishop or his delegate to administer Confirmation. You may choose from these dates:
 - a. Sunday, April 14, 2024 at 2:30 p.m.
 - b. Saturday, April 20, 2024 at 10:30 a.m.
 - c. Sunday, May 5, 2024 at 2:30 p.m.
4. wait for the following year at which time you will have the minimum of 25 *confirmandi* by joining two classes of students.

If Bishop Fernandes is not visiting your parish for Confirmation, you are still welcome to invite the Bishop to visit your parish or parish school for other events and liturgies.

SACRAMENT OF CONFIRMATION REQUEST FORM

Please note that **each parish must** complete a Sacrament of Confirmation Request Form online, even if the number of *confirmandi* is zero or negligible. This assists the Chancery in tracking Confirmation needs in the diocese. The form is available [HERE](#). Please complete the Request Form as directed online. In order to facilitate the scheduling process, please return this form no later than October 30, 2023. As a matter of fairness, date and venue considerations will be made on a first-come, first-served basis in conjunction with the Bishop's calendar. Please direct any questions about the process to Julie Greer at jgreer@columbuscatholic.org or 614-224-2251

Thank you in advance for using our new Confirmation scheduling system. May the Holy Spirit renew all of us with His divine power.