

Our Lady of Guadalupe Parish

Faith Formation Office

40374 Fremont Boulevard Fremont, California 94538
Tel. 510-651-4966 ologff@olog.church

June 1, 2018

Dear Parents/Guardians of Children in Grades First through Eighth and Confirmation age,
Welcome to the 2018 – 2019 Faith Formation (FF) program. Registration materials for the upcoming catechetical year are enclosed in this packet. We look forward to partnering with you in building and strengthening your child's relationship with the Holy Trinity, the Catholic Church, and our parish community of Our Lady of Guadalupe.

This packet includes the following forms. Please complete and return the ones with an *:

- a) *Faith Formation Registration Form
- b) *Emergency Health Information Form/Photo Release Form
- c) *Sacrament Guidelines Form
- d) *Parental Permission and Release of Liability Form
- e) Service Time Sheet Form

Completed forms may be sent by email to **ologff@olog.church** or turned in to OLOG Faith Formation Office (**address above**). Please submit the appropriate registration fees with your forms.

Registration fees for the 2018 – 2019 are:

Registration fee for one child:	\$100.00
Fee per additional sibling:	\$85.00
(Fourth or more siblings)	FREE
Baptismal Fee	\$75.00
*First Communion Fee per child:	\$60.00
Confirmation 1 st year Retreat Fee	\$60.00
Confirmation 2 nd year Retreat Fee	\$175.00

Discounts available

Registered family discount-
\$10 per family
Early registration
June returning, July new-
\$10 per child
Returning for 2 nd year sacrament-
\$10 per child

*The First Communion fee is applicable to children in the First Communion class who will be preparing to receive the sacraments of First Reconciliation and First Eucharist in the spring of 2019.

(OVER)

Please make checks payable to OLOG PARISH (Please write Faith Formation on check).
Feel free to call us if you need to discuss deferred billing. ***Every child is entitled to catechesis regardless of their family's ability to pay registration fees.***

Session Schedules:

Tuesdays 4:00 - 5:00 p.m.: (Spanish) Grades 1st - 3rd

Tuesdays 5:15 - 6:15 p.m.: (English) Grades 1st - 5th

Tuesdays 5:15 - 6:45 p.m.: (English) Grades 6th - 8th

Saturdays 9:00 - 10:00 a.m.: (English) Grades 1st - 6th

Saturdays 10:15 - 11:15 a.m.: (Spanish) Grades 1st - 3rd

Saturdays 3:00 - 6:00 p.m. (English) Confirmation Sessions (**with mass included**)

Saturdays 5:00 - 8:00 p.m. (Spanish) Confirmation Sessions (**with mass included**)

Sundays 4:00 - 7:00 pm (English) Confirmation Session (**with mass included**)

If you have any questions regarding registration, please do not hesitate to call us. Also, if you are aware of any families who may be interested in receiving information about the Faith Formation Program, please call the office. Once again, WELCOME to Our Lady of Guadalupe Faith Formation program 2018 – 2019.

Yours in Christ,

Juan Jose Suarez P.

Faith Formation Coordinator

Our Lady of Guadalupe Parish

For office use only: Class Code _____ Primary Language: _____ XV _____
<input type="checkbox"/> Baptism <input type="checkbox"/> First communion <input type="checkbox"/> Confirmation Envelope# _____ Reason _____

Our Lady of Guadalupe Parish Faith Formation or CCD 2018 – 2019 Registration Form

PLEASE PRINT (FILL OUT CHILD AND PARENT INFORMATION AS IT APPEARS ON BAPTISMAL CERTIFICATE).

Student Names: _____ Last Name: _____
As on Baptismal/ Birth Certificate As on Baptismal/ Birth Certificate

Date of Birth: _____ Place (city, state): _____ Current School: _____

Grade: _____ Sex: _____ Age: _____ Confirmation only - Email: _____

Address: _____ City: _____ Zip: _____

Father's Name: _____ Who is Primary Contact _____

Phone (cell/ home/work): _____ Email: _____

Mother's Name: _____ Maiden Name: _____

Phone (cell/ home/work): _____ Email: _____

Mother's Religion: _____ Father's Religion: _____

Parish/Mass - family attends: _____ Registered? Yes, No

CHOOSE A CLASS:

Tuesday Faith Formation	Saturday Faith Formation	Saturday Confirmation	Sunday Confirmation
<input type="checkbox"/> Spa. 4 pm - 5 pm 1-3	<input type="checkbox"/> Eng. 9 am - 10 am 1-5	<input type="checkbox"/> Eng. 3 pm - 6 pm	<input type="checkbox"/> Eng. 4 pm - 7 pm
<input type="checkbox"/> Eng. 5:15 pm - 6:15 pm 1-5	<input type="checkbox"/> Spa. 10:15 am - 11:15 am 1-3	<input type="checkbox"/> Spa. 5 pm - 8 pm	
<input type="checkbox"/> Eng. 5:15 pm - 6:45 pm 6-8	<input type="checkbox"/> Continued FF		
<input type="checkbox"/> Continued FF			

Registration Tuition: 1 Child \$100.00 _____ 2 Children: \$185.00 _____ 3 or more \$270.00 _____
Continued FF \$60.00 per child _____

- Baptism if needed \$75.00 _____ (Due no later than December)
- First Communion Preparation \$ 60.00 _____ (Due no later than December)
- 1st yr. Confirmation Retreat \$ 60.00 _____ (Due no later than December)
- 2nd yr. Confirmation Retreat \$175.00 _____ (Due no later than Feb. 2018)

Diocese of Oakland
Office of Youth and Young Adult Ministry
PARENTAL PERMISSION, HEALTH AUTHORIZATION, RELEASE FORM
THERE MUST BE A COPY OF THIS FORM AT ALL YOUTH MINISTRY ACTIVITIES

Child's Name _____ Parish _____

Address _____ Phone _____
(street, city, zip)

School _____ Grade _____ Birth Date _____

Parent/Guardians Name _____ Home Phone _____

Address _____ Cell Phone _____
(street, city, zip)

IN CASE OF EMERGENCY, NOTIFY PERSON OTHER THAN PARENT/GUARDIAN:

Name: _____ Relationship: _____ Phone _____

Name: _____ Relationship: _____ Phone _____

HEALTH AND MEDICAL INFORMATION

Family Physician _____ Phone _____

Address _____

Medical Plan _____ Plan Number _____

Does your child have any special needs or learning disabilities? If so, which _____

Do you authorize the adult leader to authorize medical treatment for your child in an emergency, as considered necessary by the attending physician? Yes No

State any reasons why you do not want medical care given to your child in an emergency _____

Is your child allergic to any foods (i.e. peanuts, dairy, seafood)? _____

Is your child taking ongoing medication and state the type and frequency of medication given? _____

Has your child had difficulty with the following (circle all that apply):

Asthma Fainting Spells Convulsions Diabetes Heart Eyes

Ears Nose Throat Lungs Digestion

Other _____

List any physical restriction or restriction for any activity based on medical condition: _____

State the date of your child's last physical examination: _____

Our Lady of Guadalupe
Faith Formation 2018 - 2019
Sacramental Guidelines

Child Name _____

Initial lines below after reading.

- **BAPTISM:** Child who is not baptized between the ages of 7 and 17 but is currently enrolled in Faith Formation can be baptized.
 - Child must complete **one year** of Faith Formation.
 - Will be baptized in Easter season on designated date.
 - Parents complete registration form and interview with pastor
 - Copy of **Birth Certificate** is submitted to FF office with registration form.
 - Parents must complete **10 service hours by March 31, 2019.**
 - Complete RCIC program with special sessions, rites, scrutiny's and visits to cathedral
 - Parents and Godparents will attend necessary Pre-Baptismal sessions, retreats and turn in forms
 - Baptism if needed – donation \$75.00

- **FIRST EUCHARIST:**
 - Child must be enrolled in Faith Formation and complete a **two-year** program including the following:
 - Parent will make sure child knows basic prayers.
 - **1st year** - Sign of the Cross, Our Father, Hail Mary, Glory Be
 - **2nd Year** - Act of Contrition, Nicene Creed, 10 Commandments
 - Child will attend sessions, generally weekly (calendar will be available online only)
 - If child is absent more than **5 sessions** will need to repeat the year.
 - Parents will complete at least **10 hours of service to OLOG Parish** (See attached form) per year. Hours must be completed, and form turned into Faith Formation office no later **than March 31, 2018. If not, child will not get credit for year.**
 - Sacramental Fee of \$60.00 must be paid for second year child by December.
 - Fundraising activities required.
 - Parent must register and log into Remind communication app and provide valid email
 - Attend mass weekly and comply with verification process.

- **CONFIRMATION:**
 - Child must be enrolled in Faith Formation and complete a two-year program including the following:
 - Candidate must attend sessions, generally twice a month Saturdays or Sundays of each month (a calendar with specific dates will be available online)
 - Candidate must attend Mass and class at each session for a total of 3 hours with group
 - Student **must not** be absent more than 9 hours of class or Mass or will have to repeat the year.
 - Attend mass weekly and comply with verification process.
 - All candidates must be logged in to **Remind communication app.**
 - Candidate must attend the following retreats:
 - **1st year candidates – February 2019** **\$60.00 (due no later than Dec. 2018)**
 - **2nd year candidates – April 2019** **\$175.00 (due no later than Feb. 2019)**

- Candidate must complete at least **10 hours of service to OLOG Parish** (See attached form) per year. Hours must be completed, and form turned into FF office **no later than March 31, 2019.**
- All candidates will be involved in group projects outside of their service hours. (1st year in plays, 2nd year acts of mercy, etc.)
- All 1st year candidates must present basic prayers by first day. Each month longer will be an hour added to service hours. If not presented will not get credit for completing year
 - Sign of the Cross, Our Father, Hail Mary, Glory Be, act of contrition, Creed
- All 2nd year candidates must present mass responses as outlined on registration by first day. Each month longer will be an hour added to service hours. If not presented will not get credit for completing year
- All first year or new candidates must complete letter to Pastor to ask for confirmation by **October 30, 2018**
- Saint papers are due on all Saints day First year rough draft, Second year final draft.
- 2nd year candidates will have an Exit Interviews before confirmation.
- Fundraising activities required.

➤ **PARENTS ARE REQUIRED TO:**

- Attend mandatory meetings
- Will have to attend at least 5 hours' worth of faith formation for parents can be used towards total service hours.
- Support your child in their faith journey **by attending Mass weekly with child.**
- Comply with mass attendance verification. Extras will be given at cost.
- Complete all necessary Faith Formation forms.
- Be Safe Environment certified
- Be logged in to Remind communication app.
- Turn in a copy of student's **Baptismal /First Communion Certificate by 10/30.**
- Pay all fees by due date. Tuition fee of \$100.00 Due at time of register (Registration closes once a group is filled. This might be **prior to Sept. 8, 2018.** Your child is **not** registered until this fee is paid, all forms and certificates are turned in.)

➤ **GODPARENTS ARE REQUIRED TO:**

- Be fully initialized Catholic - Baptized, Confirmed, Communion
- If married, must be in church
- Must be 18 or older
- Sacramental certificates to be turned in **by end of January** to be considered. If not, will not be Godparent - **this is your responsibility, we will not follow up with this.**
- Must be practicing Catholic Receiving Communion regularly
- Must attend mandatory meetings and retreat to be eligible
- Fill out sponsor form by sacrament year

Parent(s)/Guardian Signature _____ Date _____

Child Signaure _____ Date _____

