

**Christ the Good Shepherd**  
**Faith Formation Office**  
1590 Riverbank  
Lincoln Park, MI 48146  
(313) 382-1818  
dre@christgoodshepherd.org

**Parish Faith Formation Program**  
**2024-2025**

**Please read the information below carefully before registering**

**General Overview of Catechetical Year**

- Sessions begin **Monday, September 23, 2024 and end on Monday May, 12, 2025**
- Individual sessions take place on **Monday evenings and run from 5:30pm to 7:00pm.**
- Students will receive a monthly calendar indicating Mondays wherein there will or will not be sessions.

**General Expectations and Attendance Policy**

- Families **must** be **registered members of Christ the Good Shepherd Parish.**
- They must also have a **regular practice** of joining the parish community for **Sunday Mass every week.**
- **Regular weekly attendance at sessions is expected.**
  - If sickness prevents a student from attending class, **a courtesy email/phone call at the earliest convenience is greatly appreciated.**
    - **6 or more unexcused absences (absences without notice) may result in the student repeating that formation level.**
  - A student is considered tardy if he/she reports to class more than 15 minutes after the beginning of class.
    - **6 or more unexcused tardies may result in makeup work or the repeating of that formation level.**
- There will be gatherings in church with the pastor
  - These sessions will be attended by the entire Faith Formation community and parents/guardians are **strongly encouraged to attend.**
  - The dates of these sessions will be indicated on the monthly calendars sent home with students.
- **NOTE: Communication (individual correspondence, general updates and emergency class cancellations) is done through email.**
  - **PLEASE PROVIDE A VALID EMAIL ADDRESS WHEN REGISTERING.**

- **We are not responsible for any missed correspondence on account of invalid or unread emails. Please read ANY and ALL correspondence from the Faith Formation Office.**
- **PLEASE MAKE SURE YOU REGULARLY CHECK THE EMAIL ADDRESS PROVIDED.**

**Registration Information**

- To register for Faith Formation classes:
  - **Returning families must have NO outstanding balances from the previous catechetical year.**
    - Families with outstanding balances must rectify balance before student(s) will be registered for the upcoming catechetical year.
  - **Families Transferring from Another Parish Faith Formation Program**
    - The DRE at the parish from which the family is transferring MUST email the CGS DRE indicating the last level of satisfactory completion of formation
  - **Submit one registration form per family**
    - There is a place for individual student information on the form.
      - Please indicate the grade each student will be in for the 2023-2024 academic year.
      - **Please fill out ALL of the pertinent sacramental information**
        - Date and parish of Baptism and First Holy Communion
        - Emergency contact information **MUST** filled out
          - Emergency contact(s) **CANNOT** be the parents/guardians of the students.
      - **Please make sure the form is filled out completely and legibly.**
    - Pay the Faith Formation fee depending on the number of students enrolled
      - For a breakdown of fees, please see the chart below.
      - Cash and checks (made payable to Christ the Good Shepherd Parish) are accepted.
    - Level 2 (2FE): First Holy Communion Prep Fee (\$30)
      - Cover additional materials
    - Level 8 (2CON): Confirmation Prep Fee (\$45)
      - Covers additional materials, textbook, and Confirmation retreat

**Faith Formation Fees**

<b># of Children</b>	<b><u>Before June 30</u></b>	<b><u>Before July 31</u></b>	<b><u>After July 31</u></b>
<b>1</b>	<b>\$60</b>	<b>\$70</b>	<b>\$80</b>
<b>2</b>	<b>\$90</b>	<b>\$100</b>	<b>\$110</b>
<b>≥ 3</b>	<b>\$110</b>	<b>\$120</b>	<b>\$130</b>

- No child will be refused Faith Formation due to the inability to pay full costs.
  - If there is a problem, this needs to be discussed with the Coordinator of Faith Formation and/or the pastor.

### **Parent Involvement Policy**

- **Expectations**
  - Regardless of whether students are in immediate preparation for a sacrament, parents are to see to it that their children attend Mass **every** Sunday and Holy Day of Obligation.
    - Parents of candidates for First Holy Communion and Confirmation are also to see to it that their children complete their Sunday Mass journals **every week** and submit them **on time**.
    - Attendance at any and all sacramental preparation meetings and retreat are required.

### **Sacrament Preparation Policy**

- Preparation for First Holy Communion
  - Presuming that your child was baptized as an infant and that the family has had regular contact with the Church (weekly attendance at Sunday Mass), First Holy Communion is celebrated after the child has successfully completed the Level 2 class in May.
  - If the student has not made his/her first Confession, the student will make their first Confession in the time leading up to their First Holy Communion.
  - Two year program (Level 1 and Level 2)
    - In order for a student to be eligible for reception of First Holy Communion, they must satisfactorily complete both years of preparation.
  - Students will be completing weekly Mass journals with questions answerable based on attendance at Sunday Mass.
  - There will be at least one mandatory parent meeting as part of the preparation for the child's reception of the Sacrament.
- Preparation for Confirmation
  - Candidates must have been baptized and have received their First Holy Communion
    - Documentation of both are required.
  - Two year program (Level 7 and Level 8)
    - In order for a student to be eligible for reception of the Sacrament of Confirmation, they must satisfactorily complete both years of preparation
  - There will be at least one mandatory parent meeting as part of the preparation for the child's reception of the Sacrament.
  - There is a special Confirmation preparation book and candidates participate in a required retreat with their sponsors.

- Students will be completing weekly Mass journals with questions answerable based on attendance at Sunday Mass.
- In addition to the general registration form and Faith Formation fee, candidates for First Holy Communion and candidates for Confirmation must also submit:
  - The registration form for their respective sacrament
  - **A copy of their Baptismal certificate with proper notations**
    - This can be obtained from the parish of Baptism or sent directly from the parish of Baptism to Christ the Good Shepherd (to the attention of “Faith Formation Office”)
  - Sacrament preparation fee (\$30 / \$45) which covers additional materials and retreats.
- **Older Children**
  - If student(s) have not received any of the Sacraments of Initiation listed below:
    - Baptism (1st grade or older)
    - First Holy Communion (3rd grade or older)
    - Confirmation (high school age)
  - It is necessary to discuss their circumstances with the Faith Formation Coordinator and the OCIC catechist to see what steps need to be taken.
    - Additional information will be requested as needed.
    - Children enrolled in our OCIC (Order of Christian Initiation of Children) program will receive formation and preparation for the sacraments needed to be “caught up” with their age group.
      - Depending on the student/situation, formation can take 1 to 2 years.
      - Sacraments are typically received at the Easter Vigil Mass once the student has demonstrated satisfactory mastery of the curriculum of the program encompassing basic prayers and tenets of the Catholic Faith.

## **Sports**

- Saint John Paul II Sports Program is open to all children in the parish.
  - Two groups of students are eligible to participate:
    - Children enrolled in a Catholic school
    - Children enrolled in Faith Formation sessions and attend regularly.
  - **Faith Formation families must be registered prior to the onset of any season and never later than the beginning of classes September 23rd.**
  - **CYO sports require that they be registered and attend classes every week.**

**CHRIST THE GOOD SHEPHERD PARISH**  
**2024-2025 FAITH FORMATION REGISTRATION FORM**  
**Monday Evenings 5:30 -7:00 pm**  
**Please write clearly and fill out ALL information**

Family Last Name: \_\_\_\_\_ Parish currently registered: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_ City: \_\_\_\_\_  
ZIP: \_\_\_\_\_ Home Phone: \_\_\_\_\_ E-Mail Address: \_\_\_\_\_

Father: \_\_\_\_\_ Cell/Work #: \_\_\_\_\_ Religion: \_\_\_\_\_  
Address if different from above \_\_\_\_\_

Mother: \_\_\_\_\_ Cell/Work #: \_\_\_\_\_ Religion: \_\_\_\_\_  
Address if different from above \_\_\_\_\_

**Emergency Contact Information**

Name: \_\_\_\_\_ Phone: \_\_\_\_\_  
Relation to Child: \_\_\_\_\_ **(CANNOT BE PARENTS/GUARDIANS)**  
Child(ren) live(s) with: Parents / Shared custody / Mother / Father / Other: \_\_\_\_\_

**List all children registering and indicate what sacraments they HAVE ALREADY received and where!**

Child's First and Last Name	DOB	School Grade	Baptism Date & Church	First Communion Date & Church

**Any special challenges or considerations** we should be aware of? (medical, reading difficulties, ADD, food allergies, etc.) Information is kept private and confidential! It helps the catechist be of best service to your child. (use back if needed)

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If you **DO NOT** want a photograph posted of your child in our parish media (*social media, bulletin, poster...*) you must sign & date here! **Name:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Please indicate how you can share your time/talents in the Faith Formation Program:**

Hall Monitor: \_\_\_ Catechist: \_\_\_ Catechist Aide: \_\_\_ Substitute: \_\_\_

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**OFFICE USE ONLY!**

Tuition Fee: \$ \_\_\_\_\_ + Sacrament Fee (if applicable): \$ \_\_\_\_\_ TOTAL DUE: \_\_\_\_\_

Date	Amount Paid	Cash	Check #	Rec #	Balance Due

