

Christ the Good Shepherd Parish

1540 Riverbank

Lincoln Park, MI 48146

(313) 382-1818

dre@christgoodshepherd.org

Faith Formation Program

2025-2026

Please read the information below carefully before registering

General Overview of Catechetical Year

- Sessions begin Monday, September 22, 2025 and end on Monday May, 11, 2026
- 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 in addition to any other events taking place during the catechetical year.
 - Our program follows Lincoln Park Public Schools calendar for days off.

General Expectations, Attendance Policy, and Cancellation Policy

- Families must be registered at either Christ the Good Shepherd Parish, Lincoln Park or Saint Pius Parish, Southgate.
- Families must have a regular practice of joining the parish community for Sunday Mass every week.
- Drop-off/Pick-up: Students are not to be dropped off before 5:20pm and must be picked up by 7:10pm
 - Please make necessary arrangements in order to respect the time of our volunteers.
- Consistent weekly attendance at sessions is expected.
 - Consistent = every week and on-time
- Absences: If sickness prevents a student from attending class, a courtesy email/phone call at the earliest convenience is greatly appreciated.
 - Rule of thumb: If the student did not go to school on account of illness that day, they should not attend Faith Formation.
 - 6 or more unexcused absences (absences without notice) may result in the student repeating that formation level.
- Tardiness: A student is considered tardy if he/she reports to class more than 10 minutes after the beginning of class.
 - Students who arrive after 5:40pm must check in with the DRE and be given a signed tardy pass before reporting to their class.

- Tardy students who bypass the DRE's office and arrive without a pass will be sent back to get a pass.
- 6 or more unexcused tardies may result in makeup work or the repeating of that formation level.
- Cancellation of Classes for weather, etc..
 - Our program follows Lincoln Park Public Schools when it comes to snow days, etc..
 - If LPPS calls school for weather, there will be no Faith Formation classes that evening.
 - Please look for an email from the Faith Formation Office and check the parish Facebook page.

Correspondence Policy

- 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, full inboxes, or unread emails.
 - Please thoroughly read ANY and ALL correspondence from the Faith Formation Office.
- Certain types of correspondence are done via postal mail.
 - Please provide a valid mailing address when registering.
 - We are not responsible for any missed correspondence on account of incorrect/invalid mailing addresses.

Registration and Payment 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.
 - Registration will be on hold until the situation is resolved/arrangements are made.
 - 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
 - They may also send a letter on parish letterhead to the address above.
 - 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 2025-2026 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.
- The last day registrations for 2025-2026 catechetical year will be accepted is: Monday, October 6, 2025. No registrations will be accepted after this date.
- Costs, Fees, Payment Methods, and Payment Policy
 - Total cost of Faith Formation for a family is dependent on the number of students enrolled and any applicable sacrament preparation fee(s).
 - For a breakdown of rates, please see the chart below.
 - Cash and checks (made payable to Christ the Good Shepherd Parish) are accepted.
 - Payments can be given directly to the DRE on class days or dropped off at/mailed to the parish office.
 - Balances are to be paid by December 1st unless other arrangements have been made with the DRE.

Faith Formation Rates

# of Children	May-June	July-September
1	\$70.00	\$100.00
2	\$100.00	\$130.00
≥ 3	\$130.00	\$160.00

- Sacrament Preparation Fees (if applicable)
 - Level 2 (2FE): First Holy Communion Prep Fee (\$40)
 - Cover additional materials
 - Level 8 (2CON): Confirmation Prep Fee (\$70)
 - Covers additional materials, textbook, and Confirmation retreat
- Financial Difficulties/Extenuating Circumstances
 - No child will be refused Faith Formation due to the family's inability to pay.
 - We cannot assist a situation about which we are not aware.
 - If there is a problem, this needs to be discussed with the Coordinator of Faith Formation and/or the pastor.
 - All information shared will be kept confidential.

Parent Involvement Policy

- The efforts of our Faith Formation Program is meant to complement, not supplant/replace, the role of the parents as primary formators of their

children in the Catholic Faith.

- 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 assignments every week and submit them on time.
 - Attendance at any and all sacramental preparation meetings and retreat are required.
- 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.

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 1FE and Level 2FE)
 - 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 activities associated with 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.
 - First Holy Communion Parent Meeting: Monday October 6th at 6:30pm in the Church.
- Preparation for Confirmation
 - Candidates must have been baptized and have received their First Holy Communion
 - Documentation of both are required.
 - Two year program (Level 1CON and Level 2CON)
 - In order for a student to be eligible for reception of the Sacrament of Confirmation, they must satisfactorily complete both years of preparation
 - There is a special Confirmation preparation book

- 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.
- There will be at least one mandatory parent meeting as part of the preparation for the child's reception of the Sacrament.
 - Confirmation Parent AND Candidate Meeting: Monday September 29th at 6:30pm in the Church.
- 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 (\$40/\$70) 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 DRE and the OCIC catechist to see what steps need to be taken.
 - Additional information will be requested as needed.
 - If the student has been baptized, a copy of the baptismal certificate is required.
 - 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.
 - We reserve the right to delay reception of a sacrament if a student is assessed to be in need of further formation.

- Deadline for all sacrament (First Holy Communion, Confirmation, OCIC) paperwork is December 1st 2025.
 - This includes baptismal certificate with notations (if applicable), approved/signed Confirmation sponsor eligibility form, etc..
 - Missing this deadline may result in delay of reception of the respective sacraments.

Archdiocesan Safe Environments Program for Children (Empowering God's Children)

- Per Archdiocesan policy, we are required to present lessons from the AOD Safe Environments program for school-age children, Empowering God's Children (former program: Circles of Grace) annually.
 - Parents/guardians may view the lessons plans
 - Please contact the DRE for lesson plans
 - Parents/guardians have the right to opt-out their child(ren) from the program.
 - Opt-out form will be provided before the catechist covers the material.

Participation in CYO Sports Program

- 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 22nd.
 - CYO sports require that they be registered and attend classes every week.
 - Questions regarding CYO Athletics are handled through the JPPII Athletic Director

CHRIST THE GOOD SHEPHERD PARISH
2025-2026 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(ren): _____ **(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)

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:**____

OFFICE USE ONLY!

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

Date	Amount Paid	Cash	Check #	Rec #	Balance Due

**Christ the Good Shepherd Parish
Faith Formation
Pick Up Authorization
2025-2026**

Name of Child	Level

I hereby inform the Christ the Good Shepherd Parish Faith Formation Program that the people listed below are authorized to pick up the above named child(ren) at any time.

AUTHORIZED PICK-UP PERSON(S):

Name	Relation to Child(ren)	Phone Number

I understand that:

- Parents/guardians must inform CGS Faith Formation Office through phone call or email of the name of the person who will be authorized to pick up the child(ren).
- The "Authorized Pick-Up Person(s)" **must be at least 18 years old** and may be asked to show photo ID to the DRE, catechist, or catechist aide.
- This authorization shall remain in force for the duration of the applicable catechetical year until edited or rescinded **in writing**.

Parent/Guardian Signature

Date

Parent/Guardian Signature

Date