



# *2022-2024 Guidelines*

**Our Lady of Good Counsel Catholic Church  
Vienna, VA**

**CANDIDATE'S NAME \_\_\_\_\_**

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# CONFIRMATION REQUIREMENTS CHECKLIST

In the Diocese of Arlington, Confirmation is a two-year process of preparation. Under the direction of Bishop Burbidge, it is our firm desire that all Catholics know and live the Catholic faith to the fullest. The students will receive a Confirmation study guide, which include the questions the bishop has provided with three main focus areas: Faith, Worship and Witness, as well as reflections for the candidates to consider.

**Faith** ~ God is revealed to us through Sacred Scripture and the teachings of the Catholic Church.  
**Worship** ~ We encounter God through prayer and the sacraments both as the Body of Christ and as individuals baptized into life in Christ.  
**Witness** ~ We live in the world as disciples of Christ who are called to share the Good News through service and evangelization.

I promise to follow the precepts of the Church both now and after Confirmation.

## Precepts of the Church

### **1. To attend Mass on all Sundays and Holy Days of Obligation.**

Jan. 1 – Solemnity of Mary | 40 days after Easter – Ascension Thursday | Aug. 15 – Assumption of Mary | Nov. 1 – All Saints’ Day | Dec. 8 – Immaculate Conception | Dec. 25 – Christmas

### **2. To fast and abstain on the days appointed.**

The Church’s current regulations in the U.S. require fasting and abstinence from meat on Ash Wednesday and Good Friday, and abstinence from meat on the Fridays during Lent. Every Friday is a day of sacrifice. We are obliged to make a sacrifice every Friday. This could be the traditional practice of abstinence from meat or another sacrifice.

### **3. To confess our sins at least once a year in the sacrament of Penance.**

### **4. To receive Holy Communion worthily during the Easter Season.**

To receive Holy Communion worthily, one must:

1. Observe the Eucharistic Fast of one hour before receiving Holy Communion.
2. Be in a state of grace.
3. Believe that Holy Communion is the true Body, Blood, Soul and Divinity of our Lord and Savior, Jesus Christ.

### **5. To contribute to the support of the Church.**

As the parent of a Confirmation candidate, I will continue to fully assist in my child’s preparation for the sacrament. It is my intent that my child will continue to study the Catholic faith, regularly attend Mass, and receive the Sacrament of Penance before and after Confirmation.

## **PARENTS' DUTIES AND RESPONSIBILITIES**

*“Parents have the first responsibility for the education of their children. Parents have a grave responsibility to give a good example to their children. Parents have the mission of teaching their children to pray and to discover their vocation as children of God” (CCC 2223 and 2226).*

As a parent, you have *the primary role* in the sacramental preparation process for your child. You will help your child grow in the faith as you prepare him/her for the reception of the Sacrament of Confirmation. *Your attendance at Sunday Mass is vital.* Your interest, example, witness, and prayers make a difference in your child's decision and preparedness to receive the sacrament.

### **Religious Education**

It is imperative that every child involved in a sacramental preparation program attend Catholic Christian Formation (CCF) classes regularly or be enrolled in our parish school or another parochial school or using the CCF curriculum for home study. Excessive absences or insufficient time devoted to preparation may result in a student not being prepared to receive the sacrament. Notify the CCF office if your child has any special learning needs so we may best serve them and accommodate him/her, as necessary.

### **Mass Attendance and Frequent Confession**

Confession is offered on various days at Our Lady of Good Counsel. Attendance at Mass on Sundays and Holy Days of Obligation is a precept of the Church. *The Eucharist is the foundation and confirmation of all Christian practice (CCC 2182).* “From the Eucharist comes strength to live the Christian life and zeal to share that life with others.” Pope St. John Paul II

### **Confirmation Record Form and Baptismal Certificate**

Parents must provide the CCF office with a completed Confirmation 1A Form. If your child was validly baptized in another denomination, a copy of the Catholic Profession of Faith certificate or First Holy Communion certificate must be provided. In order to obtain these forms, a request must be made by the parent to the church where the child received Baptism and/or First Holy Communion. Baptisms or Profession of Faiths at Our Lady of Good Counsel can be verified by the CCF office.

### **Assist in ensuring all of the Student's Requirements are Met**

Assist your child in ensuring all class assignments are completed, including the selection of the Confirmation saint name and the selection of their sponsor. Ensure your child fulfills the required service hours. It is important that the service hours form is completed by the required date.

### **Help with Chaperoning Jr. High Social Events, Retreat, or Small Group Leader**

Your assistance as an adult volunteer helps make events and catechesis possible. We will inform you of what events we will need assistance with. Depending on involvement and event, you may need to undergo a background check and VIRTUS training. We will guide you through this process.

### **Confirmation Retreat**

Our Lady of Good Counsel holds a Confirmation Retreat the summer after the 7<sup>th</sup> Grade year and is a mandatory requirement for each candidate. Students who have a conflict with our retreat date may attend a different diocesan retreat. *It is the parent's responsibility to find an alternate retreat and must obtain a letter stating their attendance signed by the Director of Religious Education or representative from the parish/school which held the retreat.* Go to [www.arlingtondiocese.org](http://www.arlingtondiocese.org) for assistance.

# CONFIRMATION CANDIDATE’S DUTIES AND RESPONSIBILITIES

“A candidate for Confirmation who has attained the age of reason must profess the faith, be in a state of grace, have the intention of receiving the Sacrament (of Confirmation), and be prepared to assume the role of disciple and witness to Christ, both within the ecclesial (Church) community and in temporal affairs” (CCC 1319).

## Year One (7<sup>th</sup> Grade)

- Confirmation 1A Form Online** – due February 1<sup>st</sup> 2023  
Complete this form to indicate your desire to be confirmed.
- Continue studying the Catholic faith** - Attend weekly CCF classes in person, via Zoom, or attend a home study or parochial school program.
- Attend Three (3) Large-Group Sessions (CCF and OLGC School)** - Mon. Evenings in DeSales Hall, 6:45pm-8:00pm once every other month. (with no CCF class that week)  
Dates Jan., 23<sup>rd</sup>, March 13<sup>th</sup>, and May 8<sup>th</sup>  
*Note:* If a student is unable to attend an evening, please contact us in advance.
- Begin working on Service Hour requirements**  
Service is based on the spiritual and corporal works of mercy. A total of six separate tasks must be performed. Each act of service should take at least an hour or more and should relate to three different Corporal Works of Mercy. Students should also perform three different Spiritual Works of Mercy.
- Attend One (1) Youth Ministry Event through OLGC** – Events throughout the year.  
Add event attended to the Service Hour Form.
- Copy of Baptismal Certificate** – due March 1<sup>st</sup> , 2023  
A newly issued baptismal certificate with notifications is required to receive the sacrament of Confirmation **if your child was baptized somewhere other than OLGC**. We must have your child’s newly issued baptismal certificate (hard copy) on file in order for your child to receive the sacrament of Confirmation. Please reach out to the parish where your child was baptized to request a new copy of your child’s baptismal certificate with notifications.
- Submit the Confirmation Retreat Registration Online** – opens May 1<sup>st</sup> 2023  
*Confirmation Retreat (tentative):* Saturday, July 22<sup>nd</sup> 9am- 3pm or Thursday, Aug. 3<sup>rd</sup> 9am-3pm.  
Confirmandi must attend one of these dates. If they are unable to attend either of these dates, it is your responsibility to find a Confirmation retreat at a different Church to be Confirmed at OLGC in the Fall of 2023.
- Submit Confirmation 2A Form Online** – due June 1, 2023  
This form covers Confirmation Name (Saint) and Sponsor Info
- Letters of Good Standing / Sponsor Eligibility forms- due August 1, 2023**. Please be sure to read through the information regarding Sponsor Qualifications. All sponsors will be asked to provide a Letter of Good Standing from their respective parishes, indicating that they are qualified to fill their role as sponsor. If your sponsor is a parishioner from OLGC, she/he will need to come by the parish administration building to sign the letter in front of one of the priests or pastor’s delegates and leave the signed letter to be put in Derek Rogers box.

## Year Two (8<sup>th</sup> Grade)

- Continue studying the Catholic faith** - Attend weekly CCF classes in person, Zoom, home study or parochial school program.
- Attend Confirmation Retreat** – Saturday, July 22<sup>nd</sup> 9am-3pm OR Thursday, Aug. 3<sup>rd</sup> 9am-3pm.  
*Note: These dates and times are tentative. Will finalize and notify you soon.*  
Confirmandi must attend one of these dates. If they are unable to attend either of these dates, it is your responsibility to find a Confirmation retreat at a different Church to be Confirmed at OLG in the Fall of 2023. Must take place before Confirmation.
- Attend Three (3) Large-Group Sessions (CCF and OLG School)**- Mon. evenings in DeSales Hall, 6:45pm-8:00pm once every other month. (with no CCF class that week)  
Dates TBD  
*Note: If a student is unable to attend a evening, please contact us in advance.*
- Attend One (1) Youth Ministry Event through OLG** – Events throughout the year.  
Add event attended to the Service Hour Form.
- Confirmation Faith Sharing Interview** – due Aug-Sept. 2023  
This will be with a member of the Pastoral Team to talk about how your Confirmation journey has gone so far, check in if you have any questions, and to find out more about who you chose as a saint and sponsor. The Bishop’s questions may also be brought into the interview.
- Confirmation:** Saturday, October 21<sup>st</sup>, 2023. Mass assignments TBD.  
There will be two options to attend confirmation that day. Once all previous forms are submitted, you will be sent a link to register and reserve your place for a Confirmation Mass.  
Must attend one of the Confirmation practices Thursday, Oct 19<sup>th</sup> (*times will be based on what Mass you are attending*)
- Complete Service Hours and Submit Form** – due Dec. 1<sup>st</sup> 2023  
*See SERVICE HOURS AND INVOLVEMENT FORM*

## **SPONSOR ELIGIBILITY, DUTIES & RESPONSIBILITIES**

*A sponsor for a Confirmation candidate is meant to provide spiritual help to the candidate (CCC 1311).* He or she should be willing to serve as a strong and lasting Christian influence on the candidate. The sponsor enters into a spiritual relationship with the candidate and acts as a sort of spiritual parent and mentor. Therefore, it is both a great blessing and a responsibility to commit to the role of a sponsor.

Each candidate can choose only one sponsor. A sponsor takes on a life-long commitment to help their candidate persevere in the Faith. According to the Code of Canon Law (892), “The sponsor is to take care that the confirmed person behaves as a true witness of Christ and faithfully fulfills the obligations inherent in this sacrament.” The Church states that it is desirable that the sponsor would be one of the person’s godparents; however, this is not a requirement. The sponsor must be a registered member of a Catholic parish and get the Sponsor Certificate of Eligibility signed by the pastor.

According to Canon 874, a sponsor must meet the following criteria:

- Must have received the Sacraments of Baptism, Confirmation, and Holy Eucharist.
- Must be 16 years of age or older.
- Cannot be the parent of the child to be confirmed.
- Must be a practicing Catholic; attend Mass faithfully on Sundays and Holy Days of Obligation, fulfill their Easter duty (Confession and Communion at least once a year during the Easter season), and live up to the moral teachings of the Catholic Church
- If married, they must be validly married in the Catholic Church.
- Cannot be co-habiting without the benefit of a Catholic marriage

In the event that the sponsor cannot attend the Confirmation ceremony in person, a proxy, who fulfills the above qualifications, may stand in for the sponsor during the liturgy. A parent may present the child to the Bishop if the sponsor and proxy cannot attend at the last minute. If the Confirmation candidate has a proxy, the Religious Education office must be notified in advance.

Our Lady of Good Counsel, (Vienna, Virginia)  
**CONFIRMATION SPONSOR CERTIFICATE OF ELIGIBILITY**  
(Attach this form to an official SPONSOR ELIGIBILITY LETTER from the Sponsor's Parish)

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Name of Person to be Confirmed (print)

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Name of Confirmation Sponsor (print)

I hereby certify that:

- I have received the Sacraments of Baptism, Confirmation, and Holy Eucharist.
- I am 16 years of age or older.
- I am not the father or mother of the child to be confirmed.
- I am a practicing Catholic; I attend Mass faithfully on Sundays and Holy Days of Obligation, fulfill my Easter duty, and live up to the moral teachings of the Catholic Church
- If married, I am validly married in the Catholic Church.
- I am aware of the serious responsibility of being a sponsor and I promise to give support to the person I am sponsoring by my prayer, and by the Christian example of my daily life.
- I am a registered and participating member of the following parish:

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Church Name

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City and State

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Sponsor Signature

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**THE SPONSOR MUST GET  
A SPONSOR ELIGIBILITY LETTER FROM THEIR HOME PARISH  
AND SIGN IT IN FRONT OF A PRIEST  
WITH THE PARISH SEAL PRESENT ON THE LETTER.**

## SPONSOR INTERVIEW QUESTIONS

This interview can be a catalyst for continued discussion between the candidate and sponsor on how to live the faith now and throughout life. Have the student call, meet in person, or email to get an active response from the sponsor in order to help the candidate form a spiritual bond.

1. How do you pray?
2. Who has been influential in the growth of your faith?
3. Have you ever had to defend your faith? When? How?
4. Are you active in your Church? How?
5. What do you find to be the most rewarding part of your faith?
6. Do you still do community service? What?
7. Have you sponsored anyone else? Who and why? How have you helped them?
8. Do you have any childhood memories of your faith, Church, or Catholic Holidays?  
What are some of them?
9. What Catholic devotions have helped you pull through the tough time(s) in your life?
10. Is there a time that you did not practice your faith? What were the circumstances?
11. What do you find to be the most rewarding part of Mass?
12. Is there anything that you don't understand or don't agree with concerning matters of faith?  
What is it and why?
13. How do you see God working in your life?
14. How do you see God working in "my" life?



## GUIDELINES FOR WORKS OF MERCY SERVICE PROJECTS

*“It is to you young people that the task first falls of bearing witness to the Faith and bringing into the Faith and bringing into the third millennium the Gospel of Christ, who is the Way, the Truth, the Life...”*  
Pope St. John Paul II

*“The works of mercy are charitable actions by which we come to the aid of our neighbor in his spiritual and bodily necessities. Instructing, advising, consoling, and comforting are spiritual works of mercy, as are forgiving and bearing wrongs patiently. The corporal works of mercy, consist especially in feeding the hungry, sheltering the homeless, clothing the naked, visiting the sick and imprisoned, and burying the dead.”* (CCC 2447)

*‘Come, O blessed of my Father, inherit the kingdom prepared for you from the foundation of the world; for I was hungry and you gave me food, I was thirsty and you gave me drink, I was a stranger and you welcomed me, I was naked and you clothed me, I was sick and you visited me, I was in prison and you came to me.’ Then the righteous will answer him, ‘Lord, when did we see you hungry and feed you, or thirsty and give you drink? And when did we see you a stranger and welcome you, or naked and clothe you? And when did we see you sick or in prison and visit you?’ And the King will answer them, ‘Truly, I say to you, as you did it to one of the least of these my brethren, you did it to me.’* Matt 25:34-40

Jesus served those in need to make a connection with each person. It is in this way that we come to understand that all of us are “one” in the “Body of Christ.” Service is not just a job to be done to fulfill a requirement but is a life-long commitment to care for others as Christ cares for us. The Works of Mercy are powerful ways to serve all people.

Service is based on the spiritual and corporal works of mercy, and most of all on the example of Christ who came to serve. When providing service, the following points should be considered:

- Your service is not just a job to be done.
- You should reflect on how your service projects is helping you take on the mind and heart of Christ, fulfilling the needs of others, and building up the Christian community.
- Providing a service to God and our neighbor should continue after receiving the Sacrament of Confirmation, and all through your life.

You must perform a total of six (6) separate tasks that require at least an hour each or more of your time relating to three (3) different Corporal Works of Mercy and three (3) different Spiritual Works of Mercy.

## POSSIBLE SUGGESTIONS FOR WORKS OF MERCY PROJECTS

### Corporal Works of Mercy and Examples

Feed the hungry and Give drink to the thirsty:	<ul style="list-style-type: none"> <li>• Participate in a food drive</li> <li>• Help at OLGC Fish Fry</li> <li>• Make dinner for the family or a shut-in</li> </ul>
Clothe the naked:	<ul style="list-style-type: none"> <li>• Do a family clothing drive</li> <li>• Help with the parish coat drive</li> <li>• Donate clothes to a Women’s Center</li> </ul>
Visit the sick:	<ul style="list-style-type: none"> <li>• Visit or write letters to a nursing home</li> <li>• Offer your service (without pay) to an elderly neighbor to do special projects like mowing, shoveling snow, raking leaves, weeding</li> </ul>
Shelter the homeless:	<ul style="list-style-type: none"> <li>• Participate in an OLGC Outreach drive</li> <li>• Collect bathroom supplies for Lamb Center or St. Vincent de Paul Society</li> <li>• Help make or donate food to a homeless shelter</li> </ul>
Visit the imprisoned:	<ul style="list-style-type: none"> <li>• Collect books to donate to a prison library</li> </ul>
Bury the dead:	<ul style="list-style-type: none"> <li>• Visit a cemetery and pray there for the faithful departed</li> <li>• Attend a funeral</li> </ul>

### Spiritual Works of Mercy and Examples

Admonish the sinner:	<ul style="list-style-type: none"> <li>• Gently correct someone who is misguided</li> <li>• Pray for the conversion of sinners</li> </ul>
Instruct the ignorant:	<ul style="list-style-type: none"> <li>• Help a younger sibling with homework</li> <li>• Help a younger sibling to learn prayers</li> <li>• Assist with outdoor OLGC signs</li> </ul>
Counsel the doubtful:	<ul style="list-style-type: none"> <li>• Lend encouragement to someone who needs it</li> </ul>
Comfort the sorrowing:	<ul style="list-style-type: none"> <li>• Make cards for someone who is ill or who has lost a loved one</li> </ul>
Bear wrongs patiently:	<ul style="list-style-type: none"> <li>• Discuss an occasion when you ‘turned the other cheek’</li> </ul>
Forgive all injuries:	<ul style="list-style-type: none"> <li>• Make peace with those with whom you struggle or have problems</li> </ul>
Pray for the living and the dead:	<ul style="list-style-type: none"> <li>• Pray regularly as a family</li> <li>• Offer prayers for the souls in purgatory</li> <li>• Attend a Holy Hour; engage in Eucharistic Adoration</li> </ul>

**You must list the service projects that you completed on a sheet included. Your parent’s signature or the signature of the person who received the service is required to verify the service.**

# SERVICE HOURS AND INVOLVEMENT FORM

Due April 1<sup>st</sup>, 2024

You must perform a minimum of six separate tasks that require at least an hour each or more of your time relating to three (3) different Corporal Works and three (3) different Spiritual Works.  
List Your LGS Attendance and Youth Ministry Event Involvement.

**Name of Candidate:**

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<b>Date</b>	<b>Corporal &amp; Spiritual Works of Mercy</b>	<b>Number of Hours</b>	<b>Verification of Service Parent or Coordinators Signature</b>	<b>Additional notes/Description/Thoughts of Service/Event/Session</b>
	<b>OLGC Youth Ministry Event</b>			
	<i>(7<sup>th</sup> Grade)</i>			
	<i>(8<sup>th</sup> Grade)</i>			
	<b>Large Group Session Dates</b>			
1. 2. 3.	<i>(7<sup>th</sup> Grade)</i>			
1. 2. 3.	<i>(8<sup>th</sup> Grade)</i>			