



**SACRAMENTAL GUIDELINES  
FOR CONFIRMATION  
ARCHDIOCESE OF SAN ANTONIO**

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## REFERENCES

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- CIC Code of Canon Law, Latin – English Edition, Canon Law Society of America, Washington, D.C., 1983
- GCSPD Guidelines for the Celebration of the Sacraments with Persons with Disabilities, Revised Edition, USCCB, 2017
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- EG *Evangelii Gaudium*, The Joy of the Gospel, Apostolic Exhortation, Pope Francis, 2013
- GIRM *General Instruction of the Roman Missal*, English Translation according to the Third Typical Edition, USCCB, 2011
- LG *Lumen Gentium*, Dogmatic Constitution on the Church, Vatican II, 1972
- DC Directory for Catechesis, Pontifical Council for the Promotion for the New Evangelization, 2020
- OC Order of Confirmation, English Translation according to the Typical Edition, USCCB, 2016
- RCIA Rite of Christian Initiation of Adults, USCCB, 1988

## Sacramental Guidelines for Confirmation – INTRODUCTION

The descent of the Holy Spirit on Jesus at his baptism by John was the sign that this was he who was to come, the Messiah, the Son of God. This fullness of the Spirit was not to remain uniquely the Messiah's but was to be communicated to the whole messianic people. On several occasions Christ promised this outpouring of the Spirit, a promise which he fulfilled most strikingly at Pentecost.<sup>1</sup>

“From that time on the apostles, in fulfillment of Christ's will, imparted to the newly baptized by the laying on of hands the gift of the Spirit that completes the grace of Baptism.”<sup>2</sup>

As one of the sacraments of initiation, Confirmation is intimately related to Baptism and the Eucharist. Christians are reborn in Baptism, strengthened by Confirmation and sustained by the Eucharist. The sacrament of Confirmation impresses a permanent character in the baptized who are signed with the gift of the Spirit, conforming them more closely to Christ.

“For by the sacrament of Confirmation, [the baptized] are more perfectly bound to the Church and are enriched with a special strength of the Holy Spirit. Hence, they are, as true witnesses of Christ, more strictly obliged to spread and defend the faith by word and deed.”<sup>3</sup>

In the words of Pope Francis, “That gift of the Holy Spirit enters us and makes us fruitful, so that we can then give him to others ... God's grace is received to be given to others. This is the life of a Christian ... Completing the likeness to Christ in those who are baptized, Confirmation unites them more closely as living members to the mystical body of the Church (cf. Rite of Confirmation, n. 22). The Church's mission in the world proceeds through the contribution of all those who are part of her ... We all have the responsibility to sanctify one another, to take care of the others.”<sup>4</sup>

### I. Candidates for Confirmation

1. Through the sacrament of Confirmation, the faithful are enriched by the gift of the Holy Spirit and joined more perfectly to the Church. This sacrament strengthens them and enables them to be more faithful witnesses to Christ in word and deed.<sup>5</sup>

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<sup>1</sup> Cf. CCC 1286, 1287.

<sup>2</sup> CCC 1288; Cf. Acts 2:38.

<sup>3</sup> LG 11; Cf. OC, Intro 2.

<sup>4</sup> Pope Francis, General Audience, June 6, 2018.

<sup>5</sup> CIC8 879.

2. Only those persons who are baptized Catholic, or who are being received into Full Communion in the Catholic Church, may be licitly confirmed.<sup>6</sup> “Moreover, those faithful possessing the use of reason must be in the state of grace, be properly instructed, and be capable of renewing their baptismal promises.”<sup>7</sup>
3. Candidates for Full Communion who were confirmed in a non-Eastern or Orthodox Church (e.g., Protestant), are confirmed upon initiation due to the invalidity of their previous Confirmation.<sup>8</sup>
4. In the Archdiocese of San Antonio, the sacrament of Confirmation will be ordinarily imparted to adolescents during their high school years who have been suitably instructed, are properly disposed, and have previously received First Eucharist.<sup>9</sup> Special emphasis must be given to the experience of encounter with God beyond catechesis, as the foundation that disposes the adolescent to receive the sacrament of Confirmation. Some of the practices that could encourage the development of such an encounter are personal prayer, community prayer, and Eucharistic adoration; the same can be said about service opportunities through which the confirmandi can gain the opportunity to meet Christ in the most vulnerable amongst us.
5. In the Archdiocese of San Antonio, it is preferable for Catholic adults (over age 18) who have already received First Eucharist, are suitably instructed, and properly disposed, receive Confirmation when the appointed bishop celebrates the sacrament at their parish. However, if due to pastoral reasons, these adults are unable to receive the sacrament at their parish’s most proximate Confirmation celebration, they may receive Confirmation at one of the Adult Confirmation Masses celebrated during the year.
6. It is the responsibility of the parish to prepare, or secure preparation at another parish, for eligible adults seeking Confirmation.
7. If they can do so without serious inconvenience, Catholics who have not yet received the sacrament of Confirmation are to receive it before being admitted to marriage.<sup>10</sup> Nevertheless, absence of the sacrament of Confirmation does not

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<sup>6</sup> CIC 849; 879; 889.

<sup>7</sup> Order of Confirmation, Introduction, par. 12; CIC 889.

<sup>8</sup> Cf. DI 17; CIC 841.

<sup>9</sup> A child with the use of reason who is prepared for and wishes to receive Confirmation has a right to receive it, even if he or she is under the age at which adolescents in the Archdiocese are normally confirmed. This is rooted in the fundamental right of the faithful to the sacraments stated in canon 213. Therefore, a child seven years of age or older who requests the sacrament, is properly disposed, and is suitably instructed according to his or her capacity cannot be refused Confirmation; Cf. CIC 889, 890, 891.

<sup>10</sup> CIC 1065.

disqualify an individual from receiving the sacrament of Matrimony. Such persons should be encouraged to receive Confirmation, as soon as is practicable.

8. Catholics with intellectual or developmental disabilities, who may never attain the use of reason, can also receive the Sacrament of Confirmation at their parish celebration. They should be encouraged to do so personally, or if necessary, through their parents. It is important that they receive the pastoral guidance needed in accord with their abilities, along with the welcome and embrace of the parish community.<sup>11</sup>

## II. Sponsors

9. The role of a sponsor is to assist the baptized to lead a Christian life and faithfully fulfill the obligations connected to it. <sup>12</sup> They should be designated by the one to be confirmed, by the parents (as applicable), or in their absence, by the pastor. The requirements regarding sponsors for Confirmation are the same as for godparents in Baptism.
  - A sponsor must be a confirmed and practicing Catholic at least sixteen years of age
  - Not bound by any canonical penalty
  - Not be the parent or stepparent of the one being confirmed<sup>13</sup>
  - “It is desirable that the godparent at Baptism also be the sponsor at Confirmation <sup>14</sup>...” to express more clearly the relationship between Baptism and Confirmation; and to make the duty and function of the sponsor more effective. Ideally, the sponsor should be available and involved with the candidate in a significant way to be able to offer an authentic example of lived Christian faith.
  - It is generally not advisable for a fiancé, boyfriend, or girlfriend, to serve as a sponsor since these could be temporary relationships.
  - So long as they meet all requirements, a spouse may serve as a sponsor.

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<sup>11</sup> GCSPD 18.

<sup>12</sup> CIC 872.

<sup>13</sup> CIC 874 §1,°5; 892; 893.

<sup>14</sup> OC 5; CIC 893 §2.

### **III. The Parish**

10. The parish community has a responsibility to give witness of its faith to Confirmation candidates (confirmandi). Hence, the parish should be made aware of and asked to participate through prayer and witness, in the preparation and celebration of Confirmation.
11. The parish is responsible for developing and implementing a preparation process for adolescents and adults desiring to receive the sacrament of Confirmation.
  - a. For adolescents, it is recommended that they actively participate in a comprehensive Christian formation process in their parish preceding preparation for the celebration of the sacrament of Confirmation. Additional details for sacramental preparation can be found in Section V.
  - b. Adult preparation should be open to any person (18 yrs. of age or above) who has been baptized as a Catholic, has already received First Eucharist, and who is living or intends to live an active prayer and sacramental life
12. The names of those confirmed, along with the name of the minister of Confirmation, the parents (where applicable), sponsors, and the place and date of the conferral of Confirmation are to be recorded in the Confirmation register kept at the parish in whose territory the sacrament was conferred.<sup>15</sup>
13. Following the Confirmation, the pastor must send written notice to the pastor of the place of Baptism regarding the conferral of Confirmation, so that the appropriate notation is made in the baptismal register, according to the norm of law.<sup>16</sup>

### **IV. The Minister of Confirmation**

14. The ordinary minister of Confirmation is a bishop. Normally, a bishop administers the Sacrament so that there will be a clearer reference to the first outpouring of the Holy Spirit on the day of Pentecost. For after the Apostles were filled with the Holy Spirit, they themselves transmitted the Spirit to the faithful through the laying on of hands. Thus the reception of the Holy Spirit through the ministry of the bishop

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<sup>15</sup> Cf. OC 14; CIC 895.

<sup>16</sup> Cf. OC 14; CIC 895, 535 §2.

shows the close bond that joins the confirmed to the Church and the mandate received from Christ to bear witness to him before all.<sup>17</sup>

15. Outside of danger of death, or unless the Archbishop previously issues specific faculties to do so, a priest who wishes to confirm a Catholic at the Easter Vigil, or at any other time, must previously make this request in writing to the Office of the Archbishop. These faculties are required for the validity of the sacrament.<sup>18</sup> Once faculties to confirm are delegated, a priest may not delegate another priest to take his place, even in the event of illness.
16. A priest is to confirm: 1) a person who is no longer an infant during the celebration of his or her Baptism;<sup>19</sup> and 2) An unconfirmed baptized non-Catholic during his or her reception into Full Communion with the Catholic Church.<sup>20</sup> Persons who have reached the age of reason (approximately 7 yrs. old) are not to be baptized without receiving Confirmation immediately afterward by the priest who confers the baptism. The conjunction of the two celebrations signifies the unity of the paschal mystery, the close link between the mission of the Son and the outpouring of the Holy Spirit, and the connection between the two sacraments through which the Son and the Holy Spirit come with the Father to those who are baptized.<sup>21</sup>
17. A deacon cannot administer Confirmation.

## **V. Confirmation Preparation**

18. Preparation for Confirmation should aim at leading the Christian toward a more intimate union with Christ and a more-lively familiarity with the Holy Spirit – his actions, his gifts, and his biddings – to be more capable of assuming the apostolic responsibilities of Christian life. To this end, preparation for Confirmation should strive to awaken a sense of belonging to the Church of Jesus Christ, the universal Church, as well as the parish community. The parish community bears special responsibility for the preparation of confirmandi.<sup>22</sup>
19. Parishes are to help form confirmandi in the spirit of the following truths<sup>23</sup>:

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<sup>17</sup> Cf. OC 7.

<sup>18</sup> Cf. CIC 882.

<sup>19</sup> Cf. CIC 883 §2.

<sup>20</sup> Id.

<sup>21</sup> Cf. RCIA 215.

<sup>22</sup> Cf. CCC 1309.

<sup>23</sup> Cf. CCC 1285, 1302-1305.

- Confirmation increases and deepens the grace of Baptism, imprinting an indelible character on the soul
- Confirmation strengthens the baptismal presence of the Holy Spirit on those confirmed
- Confirmation amplifies their bond with the Church
- Confirmation increases the gifts of the Holy Spirit in them
- Confirmation helps them give witness to the Christian faith in words and deeds

20. Additionally, preparation is to include:

- The role of the Holy Spirit, his gifts and fruits
- Developmentally appropriate activities and retreat experiences
- Instruction on the rite of Confirmation and its basic symbols: the imposition of hands, the anointing with Sacred Chrism, and the words of the sacramental formula.
- Parent (where applicable) and sponsor involvement in the catechetical and spiritual formation for Confirmation
- An explanation that the bishop is the ordinary minister of the Sacrament of Confirmation.

21. The use of a saint's name for the rite of Confirmation is optional. If appropriate, the confirmandi may use their baptismal name. They should understand that a saint's name is chosen for the saint to be a model and intercessor. The Communion of Saints should be thoroughly explained to the confirmandi as part of their catechesis.

22. Beyond the catechesis provided, parishes are called to implement a comprehensive Christian formation experience for confirmandi. Various elements are to be included in this approach to include:

- Focus on encounter with the person of Christ. This is done by helping confirmandi develop patterns of personal prayer, by engaging in service, by appreciating God's presence in nature, as well as through moments of silence, and reflection on scripture and the teachings of the Church. Retreats, spiritual conferences, and mission trips are often a source for such encounters.



- Opportunities to witness intentional disciples who know Christ and strive to follow him daily. Parents, sponsors, and others who companion youth are empowered to be witnesses. The pastor and the parish community also provide witness through welcome and inclusion. The team of people preparing confirmandi have a special opportunity to witness to their faith, to tell the story of God alive in their lives.<sup>24</sup>
- Assist them to receive the gift of Confirmation as part of their evangelization, ongoing conversion, and preparation for witness.
- Opportunities to situate Confirmation preparation within overall parish ministry; to include youth and/or adult ministry, the life of the parish, and support for families.

## VI. Liturgical Celebration

All liturgical celebrations, including the celebration of the Sacraments, are rich in the use of signs and symbols. “Great emphasis should be placed on the celebration of the word of God that introduces the Rite of Confirmation. For it is from the hearing of the word of God that the many-sided work of the Holy Spirit flows out upon the Church and upon each one of the baptized or confirmed and that the Lord’s will is made known in the life of Christians.

Great importance is likewise to be attached to the saying of the Lord’s Prayer, which those to be confirmed recite together with the congregation because it is the Spirit who prays in us and in the Spirit the Christian says: ‘Abba, Father.’ “(*The Order of Confirmation*, Introduction, no. 13)

Within the Rite itself, the most important symbol, an action, is the Anointing with Chrism on the forehead which is done by the Bishop’s laying on of the hand, accompanied by the words: “Be sealed with the Gift of the Holy Spirit.” “The laying on of hands is a biblical gesture, by which the gift of the Holy Spirit is invoked. In the anointing with Chrism and the accompanying words, the effect of the giving of the Holy Spirit is clearly signified. Signed with the perfumed oil by the hand of the Bishop, the baptized receive the indelible character, the seal of the Lord, together with the gift of the Spirit that conforms them more fully to Christ and vies them the grace of spreading among men and women ‘the pleasing fragrance of Christ.’ ” (*OC*, Introduction, no. 9) The Rite includes the profession of faith in the form of the renewal of Baptismal promises as a connection to their Baptism.

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<sup>24</sup> Tom East, *Christ is Alive in Confirmation Ministries* <https://www.usccb.org/news/2020/christ-alive-Confirmation-ministries>

Other symbols include the gathered Christian community (families, friends, parishioners), the Sponsor for Confirmation (who indicates their relationship to the Confirmand by gently guiding them by placing their right hand on the Confirmand's shoulder), the Bishop himself, and the Sacred Chrism which was consecrated by the Bishop at the Chrism Mass, the Word of God, and the Eucharist.

### **23. Liturgy Planning Form**

Approximately 6 weeks from a scheduled parish Confirmation celebration, the Office for Liturgy will contact the parish and send a Liturgy Planning Form to be completed. This must be returned to [liturgy@archsa.org](mailto:liturgy@archsa.org) at least 30 days before the scheduled Confirmation.

### **24. Things to be prepared**

- a. Vestments for the bishop (alb, stole and chasuble), and any priests assisting him. The vestment color is red, unless the Mass is held on a solemnity with a different color indicated for the day;
- b. Appropriate chairs for the bishop and priests assisting him;
- c. Sacred vessel in which the Chrism is stored and a small glass bowl for the bishop to use during the anointing
- d. The Order of Confirmation Ritual Book;
- e. Items for washing of hands after the anointing of those confirmed: a quartered lemon, a bowl with water, sliced bread with edges removed, and a small terry cloth towel. These should be on a credence table in the sanctuary;
- f. *For Parish Confirmation Masses:* Cards with the candidates' name and saint's name. Please make a notation if the candidate prefers Spanish. *For Adult Confirmation Masses:* Name tags for each candidate are provided by the Archdiocesan liturgy coordinator, to include a note if confirmandi prefer Spanish.

## 25. Language

- g. If the Mass is to be bilingual, please specify which elements are to be in which language. Please have the Lectionary and the Roman Missal open and ready for the bishop in the preferred language. The bishops prefer that each parish or organization make these decisions while planning their liturgies in advance and not leave it to the bishops' discretion. Nevertheless, there is a strong preference for a bilingual liturgy, especially if many parents and sponsors are Spanish speakers.

## 26. Regarding Musicians

- h. Please ask any musicians for the Confirmation Mass to arrive one hour before the liturgy begins to get settled and prepared. One member of the music ministry group is to go to the sacristy 15 minutes before the liturgy begins and make him or herself available to the bishop to connect with him and answer any questions regarding the music planned. If your music ministers need help in planning the music for the Confirmation liturgy, contact the Office for Worship for assistance.

## 27. Introductory Rite

- i. The Introductory Rite in its entirety takes place at the presidential chair.

## 28. Liturgy of the Word

- j. The liturgy of the Word is celebrated in accordance with the rubrics.
- k. **For Sundays (including the Vigil Mass), Feasts and Solemnities:** The Readings of the Day are always to be used. This includes the Responsorial Psalm, where both the response and verses conform to the Lectionary for Mass. On other days, when the Ritual Mass for Confirmation is allowed, the Readings and Psalm are taken from the Lectionary for Mass IV (nos. 763-767). In this case, the Readings and Psalm are preselected each liturgical year by the Office for Liturgy and will appear on your Liturgy Planning Form.
- l. **Gospel Reading:** After the deacon, or a priest in the absence of a deacon, has proclaimed the Gospel from a Book of the Gospels, he brings the Book to the bishop to be revered with a kiss, and while they remain standing, the bishop blesses the people with the Book of the Gospels. If a lectionary is used, it is not brought to the bishop.
- m. **Presentation of the Confirmandi:** This takes place after the Gospel but before the Homily. As **the Pastor** calls each candidate, he or she stands and remains standing until all names have been called. Should there be a large

number of candidates, the **Pastor** presents them to the Bishop as a group. (See Appendix)

n. **Homily**

29. **Renewal of Baptismal Promises, Laying on of Hands, Anointing with Chrism** following the Homily<sup>25</sup>

- o. **The Renewal of Baptismal Promises:** Takes place as the candidates stand at their places.
- p. **The Laying on of Hands:** The bishop, with hands outstretched, prays over the entire group of confirmandi following the Renewal of Baptismal Promises while candidates remain standing.
- q. **The Anointing with Chrism:** The candidates with their sponsors are to be guided to the Bishop. The pastor or deacon should stand to the Bishop's left. *For Parish Confirmation Masses:* The sponsor should hand the card with the candidate's name to the pastor or deacon, then the pastor or deacon tells the bishop the name of the candidate. *For Adult Confirmation Masses:* Candidates will be wearing name tags provided by the Archdiocese. It is encouraged to have soft instrumental music playing during the anointing.
- r. **After the Anointing:** the items specified in section 24.e for the cleansing of the Bishop's hands should be brought forward.

30. **Universal Prayer**

- s. Following the anointing, the Universal Prayer (Prayer of the Faithful) is to be proclaimed by the deacon, or, in his absence, by one member of the laity. At least one prayer should be for the newly confirmed. No more than six intercessions should be included.

31. **Liturgy of the Eucharist**

- t. **Presentation of the Gifts:** Only the bread and wine for the Mass are brought to the altar<sup>26</sup> not the water. If there is a collection, it takes place before the Presentation of the Gifts.
- u. **Eucharistic Prayer:** No background music of any kind is to be played during the Eucharistic Prayer. The *Sanctus*, Memorial Acclamation, Great Amen, and Lamb of God are to be sung.

32. **Concluding Rite**

- v. The Concluding Rite takes place at the Presidential Chair.

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<sup>25</sup> OC 23-29.

<sup>26</sup> GIRM 73.

### 33. After Mass

Photos after Mass can be done either as a group or individually. The liturgical emcee will assist the parish in organizing this. If photos are being taken, then the confirmandi should not process out. Confirmation certificates are distributed after the conclusion of the Mass, not before. The bishops highly recommend a professional photographer to discreetly take pictures during the Confirmation. This will also allow for a group photo at the end of the Mass. This is true especially for large groups.

### 34. Attire for Confirmation Candidates

All candidates for Confirmation and their sponsors (and their parents, as appropriate) are to be informed of proper attire for the Confirmation liturgy at least one month before the event. "Sunday best" is most fitting for this occasion.

## VII. Post-Confirmation

35. Rather than serve as the completion of requirements or conclusion of catechesis, a well-planned Faith Formation process should provide a continuity of opportunities for the newly confirmed, since the sacrament of Confirmation points to a deepening involvement in the life of faith. As Christians, we are constantly "called to mature in our work as evangelizers. We want to have better training, a deepening love and a clearer witness to the Gospel. In this sense, we ought to let others be constantly evangelizing us."<sup>27</sup>

36. Continuing faith-formation opportunities for confirmandi could include well-rounded parish youth ministry, learning about theology of the body, or Scripture study designed for their group. Their Confirmation is to prepare them for a mystagogical understanding of the life of faith, that is, a meditation on the experience of full sacramental initiation and its obligations, including missionary discipleship.<sup>28</sup> This entails a process of growth in which God's plan for each person's life is taken seriously. All of us need to grow in Christ. "[T]his process of response and growth is always preceded by God's gift ... and the priority of the gift of his grace is what enables that constant sanctification which pleases God and gives him glory. In this way, we allow ourselves to be transformed in Christ through a life lived 'according to the Spirit' "(Rom 8:5).<sup>29</sup>

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<sup>27</sup> EG 121.

<sup>28</sup> Cf. DC 73-74.

<sup>29</sup> EG 162.

## **Appendix**

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# Archdiocese of San Antonio, Texas

## Archdiocesan Adult Confirmation Registration Form

All documentation on Confirmation will be processed and verified through the candidate's parish of registration. This form is to be signed by the pastor (or his delegate) and received by Archdiocese of San Antonio (contact information is on the reverse) no later than two (2) weeks prior to the scheduled Confirmation. Incomplete forms will be returned to the parish, and the person named will NOT be eligible to receive the sacrament on the scheduled date until a completed form is received. Only this form is sent to the Archdiocese of San Antonio (contact information is on the reverse), as it will serve as a certification that the Candidate is prepared, eligible, and disposed to receive the Sacrament of Confirmation. It is the responsibility of the Candidate's home parish to prepare Confirmation Candidates or secure appropriate preparation for them. The Confirmations will be recorded in the Confirmation Registry of the parish where the Confirmation takes place.

**THIS IS A TWO-SIDED FORM – PLEASE COMPLETE BOTH SIDES FOR VALIDITY.**

**This form is to be completed by designated parish staff where the Confirmation Candidate is registered, not by the Confirmation Candidate.**

Hosting Parish and Date of Confirmation Mass: \_\_\_\_\_

### I. Parish at which Confirmation Candidate is registered

Parish Name: \_\_\_\_\_ Deanery: \_\_\_\_\_

Parish Contact Person: \_\_\_\_\_ Phone Number: \_\_\_\_\_

### II. Confirmation Candidate Information

Last Name: \_\_\_\_\_

First Name: \_\_\_\_\_ Middle Name: \_\_\_\_\_

Father's Full Name: \_\_\_\_\_

Mother's Full Maiden Name: \_\_\_\_\_

Home Address: \_\_\_\_\_

Address City State Zip

Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Age (at time of Confirmation) \_\_\_\_\_ Date of Baptism: \_\_\_\_\_

Church of Baptism: \_\_\_\_\_

Church Mailing Address: \_\_\_\_\_

Address City State Zip

Baptizing Minister's Name: \_\_\_\_\_

Chosen Confirmation Name: \_\_\_\_\_

Sponsor's Full Name: \_\_\_\_\_

**For Pastor or Pastor's Delegate - Circle the answers to the following questions regarding the candidate:**

The sacrament should be received by those who are in good standing in the Church and in a state of grace. This includes the consideration that, if the person to be confirmed is married, they must be married validly in the Church before the reception of the Sacrament of Confirmation.

1) Is the Confirmation Candidate in a marriage that has not been convalidated? YES / NO

a) If no, will the marriage be convalidated by the date of the Confirmation? YES / NO

2) Has the person to be confirmed been suitably instructed as directed by the Church? YES / NO

*Preparation for Confirmation should aim at leading the Christian toward a more intimate union with Christ and a more- lively familiarity with the Holy Spirit – his actions, his gifts, and his biddings – in order to be more capable of assuming the apostolic responsibilities of Christian life. To this end catechesis for Confirmation should strive to awaken a sense of belong to the Church of Jesus Christ, the universal Church as well as the parish community. The latter bears special responsibility for the preparation of Confirmandi (CCC 1309).*

3) Has the person to be confirmed been prepared in a manner that coincides with the directives of the Church, particularly in regard to the nature of the Sacrament of Confirmation and to the celebration of the Sacrament of Penance? YES / NO

*“To receive Confirmation one must be in a state of grace. One should receive the sacrament of Penance in order to be cleansed for the gift of the Holy Spirit. More intense prayer should prepare one to receive the strength and graces of the Holy Spirit with docility and readiness to act” (CCC 1310).*

4) First Eucharist - Date Received: \_\_\_\_\_ Parish: \_\_\_\_\_  
Parish Name City State

**5) If this person has NOT received First Eucharist, they are NOT a Candidate for Confirmation. They are a Candidate for Completion the Sacraments of Initiation (both Eucharist and Confirmation) and, if uncatechized, should prepare for the reception of both of these sacraments through the RCIA process.**

6) Has a Catholic who is fully initiated, who is practicing the faith, and who is at least 16 years of age, been chosen as sponsor and agreed to serve as such? YES / NO

7) If married through a civil union, has the Sponsor's marriage been convalidated? YES / NO

*If no, then the Confirmation candidate needs to find a sponsor that is sacramentally married (married by the Church) or one that is single and celibate.*

8) Have the person to be confirmed and the sponsor (or proxy) received information regarding the location of the church in which the Confirmation will take place and are aware that **they ARE TO BE PRESENT IN THE CHURCH AT LEAST ONE HOUR BEFORE THE MASS BEGINS? YES / NO**

**Attestation by the Pastor**

I certify that this form has been fully and accurately completed, and to the best of my knowledge, this individual is formed, prepared, and has submitted all documents needed to receive the Sacrament of Confirmation. Name of Pastor or his delegate (printed): \_\_\_\_\_

Pastor's (or his delegate's) Signature: \_\_\_\_\_ Date: \_\_\_\_\_



**Please scan & return this COMPLETED and SIGNED form as soon as possible, and no later than the deadline listed for the desired Confirmation Mass, to the Archdiocese at: [liturgyforms@archsa.org](mailto:liturgyforms@archsa.org)**

Any mailed Adult Confirmation forms should be sent to the Office for Liturgy, 2718 W. Woodlawn Ave., San Antonio, TX 78228 & must be postmarked at least one week before the posted deadline to allow for any delays. You may also call 210-734-1952

## FACT SHEET – PARISH RESPONSIBILITIES FOR ADULT CONFIRMATION

Please remember that Adult Confirmation Masses are not intended to take the place of the Confirmation Masses being celebrated in the parishes throughout the Archdiocese. It is preferable that adults receive this sacrament at the Confirmation Mass scheduled at their home parish so as to be accompanied by their parish community. Adult Confirmation Masses should be reserved to those adults who, for pastoral reasons, are unable to be confirmed at their parish's most proximate Confirmation ceremony.

### ***FOR PARISHES SENDING CONFIRMANDI to an ADULT CONFIRMATION MASS:***

#### **1. Prepare the Confirmandi**

- ❖ An Adult Confirmand is 18 yrs. of age or older. Adolescents are to be confirmed in their home parish. Formation and preparation for Adults is to be done in their home parish, which sends them to the Mass prepared to receive the sacrament. If assistance is needed, the parish, not the Confirmand, should call the local Parish Life Liaison. It is the role of the parish to walk with their Confirmandi in this important process.
- ❖ Confirmation preparation should include a significant review of the principal teachings of the faith, a familiarity with the rite of Confirmation, the choosing of an appropriate Sponsor, and the reception of the Sacrament of Reconciliation – which must take place before the scheduled date of Confirmation. For more information regarding Confirmation preparation please click here: <https://www.archsa.org/images/uploads/Suggested Adult Confirmation Prep Model.pdf>

#### **2. Collect all Certificates**

- ❖ Baptism and (if applicable) Marriage
- ❖ Records for Sponsors (if needed) for certification of Sponsors in good standing
- ❖ Please note: These Records are NOT sent to the Archdiocese.

#### **3. Complete the Adult Confirmation Registration form for each individual Confirmand being sent to an Adult Confirmation Mass. The Pastor or Administrator MUST sign the form certifying all information is correct.**

- ❖ Correct and complete information is vital because the parishes of baptism will be notified to make a notation of the Confirmation in their sacramental register.
- ❖ The Archdiocese will return any incomplete Adult Confirmation Registration forms.

#### **4. Scan and send the Adult Confirmation Registration form to the Archdiocese at:**

[liturgyforms@archsa.org](mailto:liturgyforms@archsa.org) before the posted deadline for a given Adult Confirmation Mass.

Any mailed Adult Confirmation Forms should be sent to the Office for Liturgies, 2718 W. Woodlawn, San Antonio, TX, 78228, and must be postmarked one week before the posted deadline to allow for any delays. You may also call (210) 734-1952.

- ❖ The Registration Form must be sent by the parish, not the individual Confirmand.
- ❖ Please direct the Confirmandi and their Sponsors to arrive at the designated parish one hour before the Confirmation Mass begins.
- ❖ Please consider having a member of the clergy or the catechist for Adult Confirmation (if applicable) attend Adult Confirmation Mass to represent the parish community.

## **FOR PARISHES HOSTING THE ADULT CONFIRMATION MASS:**

**1. The Office for Liturgies will be in touch with the hosting parish** before and after the posted deadline for Adult Confirmation Registration Forms for updates on the numbers of Confirmandi to expect. The Archdiocese will prepare and provide the Confirmation certificates.

### **2. Prepare the Liturgy**

- ❖ The Office for Liturgies will coordinate the details of the Liturgy Planning Form with the hosting parish.
- ❖ NO COLLECTION is taken, nor can Confirmandi or the sending parishes be charged in any way for the Confirmation Mass.
- ❖ The Archbishop or designated celebrant will be accompanied by a Master of Ceremonies (Emcee).

### **3. Prepare the Facilities**

- ❖ Have reserved pew space set aside for the number of Confirmandi and Sponsors expected.
- ❖ Two reserved parking spots for the bishop and his Emcee are appreciated.
- ❖ Have a room with a microphone (preferably not podium mounted) prepared for the bishop to meet just with the Confirmandi one hour before the liturgy.

### **4. Prepare to welcome Confirmandi and their Sponsors**

- ❖ Have greeters on hand to welcome Confirmandi, Sponsors and their guests. They likely have never visited your parish and should be made to feel at home there.
- ❖ The Archdiocese will provide a sign-in sheet prepared for the Confirmandi to check-in as they arrive and name cards.
- ❖ Greeters should show them to their reserved seating, indicate where the restrooms are located, and answer any questions they might have.

### **5. Orientation before the Mass**

- ❖ The Emcee will lead the Confirmandi and their Sponsors in a brief orientation before the Mass, in which he will show them where to stand, walk them through the process of receiving the sacrament, etc.

### **6. Certificates and Record-Keeping**

- ❖ The Archdiocese will provide certificates of Confirmation ready for those confirmed at the conclusion of the Mass. The parish host(ess) previously indicated is responsible for distributing them to the newly confirmed.
- ❖ The hosting parish records the Confirmation of each Confirmandi in the parish Sacramental Book.
- ❖ The hosting parish sends notifications of Confirmation to the parishes of baptism for each Confirmand. This critical task should not be deferred or delayed.

## SUGGESTED ADULT CONFIRMATION PREPARATION

Catechesis for adults preparing for Confirmation follows the pattern recommended in the *Rite of Christian Initiation of Adults*. Thus, in developing a curriculum for Adult Confirmation, that pattern is to be considered. The RCIA proceeds in stages from the Pre-Catechumenate through the Catechumenate through the Period of Purification and Enlightenment into the Period of Mystagogy. These periods are reflected for Confirmation Preparation as **Invitation & Evangelization, Formation, Reflection, and Mission**.

Adult Confirmation preparation ideally consists of 8 weekly sessions with the 7th session being a retreat, to include an opportunity to receive the Sacrament of Reconciliation. The actual Confirmation will occur between the retreat on the 7<sup>th</sup> session and the 8th and final session. Each session except the retreat will be 1 ½ - 2 hours in length and is to consist of prayer, presentation of the themes and group discussion. The retreat should be at least 3 hours with a break.

### INVITATION / EVANGELIZATION

1. Encountering Christ
  - a. Prayer
    - i. What is prayer?
    - ii. Prayer styles and ways of prayer
  - b. Sacred Scripture
    - i. Structure of Scripture and how to use it
    - ii. The Gospels and Lectio Divina
  - c. God's invitation to life – the fullness of Christian Initiation
  - d. The call to missionary discipleship of all the baptized

### FORMATION

2. Creed and Trinity
  - a. Creedal belief
  - b. Who is the Trinity?
  - c. Four Marks of the Church
3. Sacraments
  - a. Grace
  - b. Vocation – Matrimony and Holy Orders
  - c. Healing – Anointing of the Sick and Reconciliation
4. Liturgical Year & the Mass
  - a. Eucharist – Source and Summit of Faith
    - FULL, ACTIVE, CONSCIOUS PARTICIPATION – how we are called to celebrate liturgy
  - b. Seasons of the Church Year
  - c. Church Tour

5. Morality, Commandments and Beatitudes
  - a. Making sound moral decisions
  - b. Review of the Commandments
  - c. Social Teaching of the Church

## **REFLECTION**

6. Reconciliation – Sacrament of Penance
  - a. What is sin?
  - b. Ways of experiencing healing and the power of God’s forgiveness
7. RETREAT (Includes an opportunity for Reconciliation)
  - a. Gifts of the Holy Spirit
  - b. Understanding the Ritual of Confirmation
  - c. Renewing our baptismal promises
  - d. Sacrament of Reconciliation

## ***CONFIRMATION MASS***

## **CALLED AND SENT TO MISSION**

8. Reflection on Experience of Confirmation
  - a. Call to vocation, ministry and a Eucharistic life
  - b. What it means to live a life of service
  - c. How to be involved in the life of the Church.

These sessions can be offered at the deanery level, the parish level, or for a cluster of parishes. A team could be established with representatives from the parish(es) involved. Ideally, they should meet at one parish that is easily accessible for all. A candidate should be referred to the process from his or her home parish. One person at each parish should be designated to initially interview the candidate and ensure an appropriate sponsor. Sponsors should be encouraged to participate in as many sessions as possible with the candidates in addition to attending the Confirmation Mass.

## Online-Assisted Adult Confirmation Preparation: An Option when the usual Parish Preparation is Unavailable

### Introduction

To make Adult Confirmation preparation more accessible, the Archdiocese is making an online-assisted Adult Confirmation preparation option available for parishes to assist Catholic adults in completing their sacraments of initiation with the reception of Confirmation.

### Procedure and Protocol

This online option is not intended to replace parish adult Confirmation preparation, but supplement and support it. This option includes the essential element of parish accompaniment of the adult seeking Confirmation as well as the necessary catechesis and preparation for participating in the sacramental rite. During periods of limited in-person contact, online and/or over-the-phone accompaniment may be used.

The Archdiocesan requirements for the online material chosen for adult Confirmation preparation are as follows:

- Suitable adult catechesis bearing an *imprimatur* (an ecclesial declaration that the material is free from error)
- A learning format allowing for parish accompaniment of the adult confirmand
- A reasonable cost

Below is the protocol to be followed to employ this option:

**1.** The process begins in the customary way, with the individual contacting their local parish, seeking information and assistance for the reception of Confirmation. If the individual is a baptized Catholic and has not yet received First Eucharist, the individual is to be a part of the RCIA process as a Candidate for Full Communion – they are not a Confirmandi.

The pastor or his delegate for Adult Confirmation arranges for a first interview meeting with the individual, wherein the parish staff member

- a) inquiries regarding the individual's faith and marital status background
- b) assesses their sacramental and formation needs, and
- c) covers the necessary details each person needs prior to admitting them into Confirmation preparation.

The Archdiocesan Adult Confirmation Registration Form can be used as a guide for this important first encounter and interview meeting and can be found here:

<https://www.archsa.org/images/uploads/Adult-Confirmation-Registration-Form.pdf>

**2.** If during this first meeting with the individual it is discerned that online-assisted adult Confirmation preparation is the most appropriate formation, the parish staff member carefully reviews the necessary steps to complete this option with the adult confirmand. These steps are found in in the document entitled *Confirmation Formation through Formed.org* that can be found here:

<https://www.archsa.org/images/uploads/Confirmation-Formation-through-Formed.pdf>

Both the parish staff member as well as the adult confirmand are to have copies of this document. **Important Note:** For this option to be used successfully, the Adult Confirmand should be an experienced online learner with a reliable high-speed internet connection or Wi Fi and the ability to download and print materials.

The online-assisted portion of this Adult Confirmation preparation will take approximately 4 - 5 hours to complete. A one-month subscription to Formed.org will provide more than ample time to complete the videos and study guide material.

The parish staff member should become thoroughly familiar with the content and method used in the online-assisted Confirmation formation through Formed.org to best accompany and assist the Adult Confirmand.

**3.** When the Adult Confirmand completes three sessions through Formed.org, arrangements are to be made for the parish staff member to meet with the individual to review the material completed and answer any questions.

**4.** Once the individual completes the online preparation, a third and final meeting is to be arranged with the parish staff member. During this last meeting, the staff member does a final review of the formation materials and answers any questions or concerns regarding it. In addition, the parish staff member imparts specific instruction on the Rite of Confirmation and its basic components, including the prayers specific to the rite and their place in the Mass, the imposition of hands, the anointing with Sacred Chrism, and the words of the sacramental formula, etc. This instruction is not covered in the Formed.org materials. A sample has been provided that could be used for this purpose and is entitled The Rite of Confirmation. It can be found here: <https://www.archsa.org/images/uploads/The-Rite-of-Confirmation.pdf>

**5.** At this point the Archdiocesan Adult Confirmation Registration Form can now be completed. The parish staff member then scans and emails the completed Adult Confirmation Registration to [liturgyforms@archsa.org](mailto:liturgyforms@archsa.org) or mails it to the Office for Liturgy at the Archdiocesan Pastoral Center according to the scheduled deadlines for the Adult Confirmation celebrations that year. The current schedule for Adult Confirmation celebrations can be found here: <https://www.archsa.org/adult-Confirmation>

**6.** The parish staff member also provides the adult confirmand the immediate instructions given by the Archdiocesan Office for Liturgy. Additional important information for parish staff can be found in Fact Sheet for Adult Confirmation which can be accessed in this document.

**7.** Arrangements are to be made for the adult confirmand to receive the sacrament of Reconciliation proximate to the celebration of the Adult Confirmation Mass. This is an important and necessary requirement for the valid reception of Confirmation. The sponsor is to be encouraged to receive the sacrament of Reconciliation as well to serve as the best possible witness to the confirmand. Please remind the adult confirmand that they and their sponsor are to present themselves at the designated parish for the Confirmation Mass one hour before the scheduled start for check-in, seating, and other essential details.

**8.** The pastor, his delegate, or another member of the parish known to the adult confirmand should ideally attend the Adult Confirmation Mass to accompany the confirmand and his/her sponsor in the name of the parish community to which the confirmand belongs. A Confirmation certificate is provided by the Archdiocese to the newly confirmed Catholic immediately following the Mass, and the Confirmation is recorded in the sacramental registry at the parish where the Confirmation liturgy takes place.

Sample Introduction of Confirmandi at Confirmation Liturgy

## PRESENTATION OF CANDIDATES AT PARISH CONFIRMATION

After the Gospel the Bishop (as do the Priests who are associated with him) take assigned seats. The candidates for Confirmation are presented by the Pastor.

If possible, each of those to be confirmed is called by name using these or similar words:

Note: if the number is larger than 20 it is suggested that the Confirmandi be presented as a group, without announcing names individually.

**Pastor, addressing the Bishop:**

Most Reverend Bishop (name), the parish(es) of (name(s)) presents these candidates for the sacrament of confirmation.

Those who know them judge them to be sincere in their desire.

They have heard the word of Christ in the assembly of the Church and have attempted to shape their conduct accordingly.

They have shared in the fellowship and prayer of their brothers and sisters.

Now I wish to inform you and all here present of our community's decision to call them to confirmation.

Each candidate is accompanied by a sponsor and it is my privilege to present these candidates to you.

**Bishop: (if the group is larger than 20)**

Will the candidates for confirmation please stand.

**OR**

**Bishop: (if the group is smaller than 20)**

Will the candidates for confirmation please stand as your name is called.

*Pastor calls them by name and they stand in their place.*

**Bishop inquires as to the readiness of the candidates.**



The Church asks that its members  
be suitably prepared for the sacraments so that they may receive the grace of God  
freely and knowingly.

Have these candidates been formed and instructed?

**Pastor:**

They have participated  
in our community's process of formation and have received appropriate  
catechesis. We feel they are ready for confirmation.

**Bishop: *(to the Confirmandi)***

My dear candidates,  
do you understand what this sacrament means to you  
and to your sharing in the life and mission of the Church?

**Confirmandi:**

*We do.*

**Bishop:**

In the name of Jesus Christ and his Church,  
I welcome you and affirm you as you complete your Christian Initiation into  
the life of Christ,  
and I pray that the sacrament of Confirmation  
which you are about to receive,  
will strengthen your faith  
and assist the growth of God's kingdom among us.

*The Confirmandi are invited to be seated. The Homily follows.*



Choose Celebrant:

# Confirmation Mass - Liturgy Planning Form - ARCHDIOCESE OF SAN ANTONIO

Form Due Date:

Date of Visit

Parish/Institution/Organization

Address of Liturgy

Name of Pastor/Administrator

Reserved Parking Location for Bishop & Emcee

Who will meet Bishop?

Vestment Color  Language  Worship Aid?

Mass to be celebrated  Reason for Visit: Confirmation Mass

Number of Concelebrants  Number of Altar Servers\*  \*See Instructions for suggested numbers of Altar Servers

Deacon of the Word

Deacon of the Eucharist

Form Completed By

Email

## Introductory Rites

Incense Used?

Penitential Act

## Liturgy of the Word

Readings of the Day?  Lectionary Number(s)  Book of Gospels?

	Reference	Name of Lector	Language
1st Reading	<input type="text"/>	<input type="text"/>	<input type="text"/>

Psalm	<input type="text"/>	<input type="text"/>	<input type="text"/>
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2nd Reading	<input type="text"/>	<input type="text"/>	<input type="text"/>
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Gospel Acclamation

Gospel

Gospel Proclaimed By  Homilist

***Presentation of the Confirmandi: The Pastor presents the Confirmandi / Homily / Renewal of Baptismal Promises / Laying on of Hands / Anointing***

Number of Confirmandi:

Universal Prayers Read By

Profession of Faith?  *Options: Yes / Not Used Today*

**Liturgy of the Eucharist**

Procession of Gifts?  Number of Gift Bearers  Communion under both Species?   
*Options: Yes / Not Used Today*

***Eucharistic Acclamations***

Musical Setting

Holy, Holy, Holy  Memorial Acclamation  Great Amen   
*Options: Sung / Recited*

**Communion Rite**

Lord's Prayer  *Options: Sung / Recited* Lamb of God  *Options: Sung / Recited*

Special Instruction after the Post Communion Prayer?

If yes, explain

Where will the bishop meet the Confirmandi before Mass?

(Will there be a speaker/microphone in the meeting room?)

Will pictures be taken in the Church after Mass?  
(If yes, Confirmandi do not process out.)

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**FOR OFFICE USE ONLY**

Reviewed by

Approved by

Master of Ceremonies

# Universal Prayer

*Bishop*

1. *For the  
Universal  
Church*

2. *For Public  
Authorities*

3. *For those  
burdened by  
any kind of  
difficulty*

4. *For  
Vocations*

5. *For the  
Local  
Community*

6. *For the  
deceased or  
other special  
intention*

*Bishop*

**Submit by Email**