

RELIGIOUS EDUCATION OFFICE

Office Hours:

Monday to Wednesday from 10:00 am to 5:00 pm

Thursday from 10:00 am to 12:00 pm

Friday from 10:00 am to 5:00 pm

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Santa Maria del Popolo Rectory

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 **Facebook**

www.facebook.com/smdpmundelein/

 **YouTube**

Subscribe to the Santa Maria del Popolo YouTube Channel to Livestream Mass every weekend!

Web Page:

Santamariadelpopolo.org



SANTA MARIA DEL POPOLO RELIGIOUS EDUCATION PROGRAM 2021-2022



RELIGIOUS EDUCATION PROGRAM 2021-2022

GENERAL INFORMATION

SESSIONS: [For English Courses](#)

Begins [September 12, 2021](#)

Ends [May 8, 2022](#)

Class Time: 8:45 am to 10 am

SACRAMENTS OFFERED IN THE RELIGIOUS EDUCATION PROGRAM

First Communion: It is a **ONE YEAR PROGRAM** and is aimed at baptized children, from 7 to 16 years of age.

Confirmation: This is a **2-year program** and is aimed at 12 to 16 years old children who have already made their First Communion.

Rite of Christian Initiation for ADULTS (RCIA): This program lasts one year and is aimed at people 18 years of age and older who have not yet celebrated their sacraments of Christian Initiation; Baptism, Confirmation, and First Communion. These students will receive their Sacraments on the day of the Easter Vigil, April 16, 2022.

What situations are considered Emergencies:

1. Illness that prevents taking the class.
2. Accident that prevents taking the class.
3. Death of a relative.
4. Any other reason that really prevents taking the class.

In case of an emergency, please inform us as soon as possible by calling the Office of Religious Education at (847) 990-6857. You can also leave a voice message. Tell us:

1. The child's name
2. The name of your child's catechist.
3. The course/program your child is taking
4. Brief description of the Emergency



Parking Lots:

Please always use the parking lots to leave your vehicle. Parking improperly affects the free movement of vehicles and you may receive a fine or a sanction from the authorities of both the parish and the police department.

EMERGENCIES

- When you plan to attend class and/or mass at the parish facilities and it is snowing, it snowed heavily or a natural disaster has occurred, it is important that you check if the activity is canceled on the web page emergencyclosings.com
- Only for an **emergency, will we justify a student for not having taken a class**, therefore, it is essential that you notify us of said emergency in a timely manner, so we can also pray for you and your family.
- In case you cannot attend Mass in person, please participate in one by connecting to Facebook or YouTube.



REGISTRATION REQUIREMENTS:

- ♦ Copy of the **Baptism Certificate**.
- ♦ Copy of the **Birth Certificate** (ONLY for people who are **NOT** baptized).
- ♦ **Registration** payment.

Tuition Costs for Parish Families:

- ♦ 1 child = \$170
- ♦ 2 children = \$270
- ♦ 3 children = \$370
- ♦ 4 + children = \$440
- ♦ RCIA = \$60

Textbook:

+ \$50

Registration Process:

- In two-year programs, you must enroll your child each year and pay for it individually.
- These prices include material, software and books.
- In order for your child to be registered, you must pay at least \$50.00
- We accept payments by cash or check.
- If you choose to make partial payments, you will receive monthly statements until your balance is paid.

Certificates:

- To receive your certificate the day of your sacramental mass, it is necessary to meet the following requirements:
- Have paid the course in full.
- Have delivered all the required documents.

Note:

If any family decides to WITHDRAW from the Religious Education program during the **first two weeks after the start of the course**, the registration will be refunded. To refund the cost of the book, it must be unused.

Homework to be done every weekend:

Each class is made up of 2 (two) parts:

1. **Attend class each week;** makes up 50% of the program.
2. **Attend mass every weekend;** makes up the other 50% of the program.

Parents' Participation:

Parents have the most important role in the religious formation of their children, for that reason we will teach classes for them in the Chapel, while their children are taking their catechism class. Family attendance at Sunday Mass is the indispensable complement. They will be provided with a card, where they will record their attendance each weekend.

As a requirement for all Religious Education students to complete their program, they must attend mass every weekend.

Mass Times

- ◆ Saturday in English — 5:00 pm
- ◆ Saturday in Spanish — 7:00 pm
- ◆ Sunday in Spanish — 8:00 am & 12:00 pm
- ◆ Sunday in English — 7:30 am & 10:00 am

Evaluation Criteria:

Name of the student: _____

Name of the Catechist: _____

Total # of sessions ____ # of sessions that student responded ____

Evaluation code **(+) Excellent (S) Satisfactory (-) Need improvement**

___ Is respectful _____ Respects their parents

___ Completes activities online _____ Attends Sunday Mass

___ Answers all their tests

___ Uses the book

Comments from Catechist: _____

Signature of the Catechist: _____

Comments from Parents: _____

Signature of the Parents: _____

Misconduct:

- If a student behaves with inappropriate behavior in person or through some technological resource, we will talk with them, to hear their version and if necessary notify them of what was wrong so that they can correct it and if necessary repair the damage. Parents will always be notified.
- If the same inappropriate behavior is continually repeated with the same student, or if the offense is very serious, it may go to the extreme of separating them from the Religious Education program.
- Saying negative comments to others without communicating it to the Religious Education Office, generates the spread of rumors and/or gossip, that is completely contrary to our faith.

You will find at the end of this booklet, our phone numbers and email addresses so that YOU can CONTACT US whenever you need it.

Books:

1. Students should use their book and the Bible (depending on the course) to prepare for each class. If the student misplaces their books, they will have to purchase a new one.
2. It is recommended that parents are familiar with the books. They are bilingual precisely so that everyone can understand them at home.

Proper use of technology:

- Using the computer, Smartphone or Tablet to communicate with the catechist is a good way to use technology.
- Using technology to comment on the reflections and doubts of the class is another correct way to use it.
- Smartphones can only be used in class when the catechist requests it to carry out an activity. Therefore, its personal or recreational use (playing) is prohibited.
- If in case of an emergency, please use the office telephones preferably.

Technology is neither good nor bad in itself, what is good or bad IS HOW WE USE IT.

COURSE REQUIREMENTS



First Communion:

1. **Baptism certificate** (If the child was baptized here, we can look up their baptismal record.)
2. **Meet age criteria:** Child must be between 7 and 16 years old.

Confirmation I:

1. **Baptism Certificate and First Communion Certificate** (only if you make your First Communion here, we can obtain that document).
2. **Meet age criteria:** Child must be at least 12 years old and up to 16 years old.
3. **Reflection Forms:** Students will complete a monthly form with their reflections on a specific topic.
4. **Community Service:** Students must complete at least 15 hours of service hours assigned by their parents or guardians.



Confirmation II:

1. Have completed Confirmation I
2. **Diary:** In each class, the student will write a reflection in their diary.
3. **Confirmation Form and Sponsor Form:** These documents must be turned into the office between **January 10-16, 2022.**
4. **Enrollment Service:** Through this Rite, the candidates will renew their baptismal promises and sign the book of Elects to formally enroll into the Catholic Church. It will be held on **Tuesday, January 11, 2022 at 7:00 pm in the main Church.**

5. **Letter to the Bishop:** They will type a letter addressed to His Eminence Bishop Jeffrey Grob, telling him which course topics they like the most to incorporate into their lives, as well as the traits they most admire in the Saint of their choice. The length of the letter must be only one page, double spaced and font size 12. It must be turned into the office between February 21 - 25, 2022.
6. **Holy Fire** (Confirmation Retreat): It will be in person depending on the provisions of the Archdiocese of Chicago on **November 6th, 2021** (date can be changed).
7. **Rehearsal of the Confirmation Ceremony:** The Confirmation date has not been assigned yet by the Archdiocese of Chicago. The Confirmation and Practice date will most likely be in May 2022.
8. **Confirmation Ceremony:** TBD (May 2022)

Christian Initiation for Adults (RCIA):

1. **Meet age criteria:** Over 18 years old.
2. **Birth certificate:** In case of not having been baptized or Baptism Certificate, in case of having been baptized.
3. Pay the cost of the textbooks.



Respect for Rules and Morals = Good Conduct

- All the people who participate in our Catechesis programs are invited to respect the rules of healthy coexistence and good education, both in person and in the use of technological means. It is important to use suitable words when conversing, avoiding offensive words and expressions.
- If you notice that someone has inappropriate behavior, it is important to avoid confrontation, go out and if you consider it important to report the incident to the Office of Religious Education, there it will be investigated and the pertinent or corrective measures will be taken.

Assistance:

A student will be considered to have attended their course when their responses to their weekly class and tests are received through Google Forms. The criteria to meet attendance is to **complete between 24 - 27 classes** for the year.

Christian Attitude among Families and Catechists:

At all times, the relationship between Families, catechists and staff is based on Christian Values, among which RESPECT stands out as the most important.

Catechists give the best of themselves in their voluntary work in favor of our community, however, they acquire the moral commitment to always provide feedback and support with a positive attitude. Likewise, students must show respect, a good attitude and fulfillment in their tasks.

Photos and Video during the Ceremonies:

For the solemnity of these ceremonies, only professional persons authorized by the Parish will film the video and take the photographs at the time that the children receive their Sacraments. After the Confirmation Mass, group photos will be taken with the Bishop, please wait for the photographer to take the official photos before taking yours. Families will be able to take photos before and after the Ceremony. The Bishop and Priest will be available to take pictures with the children and their families.

GENERAL RULES

Punctuality and Attendance:

Punctuality is the value where we respect the time of others, thus we contribute to the sessions starting and ending on time.

- Classes will begin at 5:00 pm sharp, so it is important that Parents leave their children in their classroom 10 minutes before.
- In case of being late, they should report it to the facilitator before entering the room so that they can record the delay on the list, since failure to do so would result in an absence.
- Three tardies equal one absence.
- Only for an emergency will we justify a student for not having taken a class, therefore, it is essential that you notify us of said emergency in a timely manner, so we can also pray for you and your family.
- In the event of an absence, you will be assigned an online class that must be completed as soon as possible.

REQUIREMENTS FOR GODPARENTS/SPONSORS

Our trait as Catholics is that we frequent the sacraments. Because of this, we request that all Godparents have received their Sacraments of Initiation

✓ **Baptism** ✓ **First Communion** ✓ **Confirmation**

Living in a State of Grace is an essential characteristic of a good Catholic, therefore, Godparents should be an example by going to confession frequently and taking communion at each celebration of the Eucharist, so choose a Godparent who meet these basic criteria.

1) Single Godparent:

- A) Older than 16 years of age.
- B) Be baptized, have your Confirmation and Communion.
- C) Confess in order to receive Communion on the day of First Communion or Confirmation.
- D) Be an active member of the Catholic Church.

2) Married Godparents (Only one person will go to the altar with his/her godchild)

- A) Be baptized, have your Confirmation and Communion.
- B) Confess in order to receive Communion on the day of First Communion or Confirmation.
- C) Be an active member of the Catholic Church.
- D) They must be married in the Catholic Church.
- E) Present the Marriage Certificate of the Catholic Church.

Note:

To receive the Sacrament of First Communion, it is not mandatory to have godparents, however it is a beautiful tradition.

For the Sacrament of Confirmation **it is MANDATORY** to have at least one Sponsor.

Our parish considers every Godparent/Sponsor with the same importance, therefore the requirements are equally demanding for any person who assumes the commitment of being Godparent or Sponsor.

CEREMONIES GENERAL RULES

First Communion:

- ◆ Girls need to wear a white dress that at least covers the knees.
- ◆ Boys must wear at least a white shirt, pants can be another color that matches properly and dress shoes. Therefore, it is forbidden to dress in jeans or use tennis shoes/sneakers.

The day of the Ceremony:

- ◆ Children must have clean hands, girls without makeup.
- ◆ Chewing gum is in very bad taste, that is why it must be avoided completely, cell phones must be turned off and all electronic devices are prohibited.
- ◆ It is very important that all First Communion bring a candle to the mass.

Confirmation:

Confirmation participants must dress decently. The girls' dresses must cover the knees, low-cut dresses are prohibited. They can use any color dress. Boys should wear the best of their wardrobe. They should only bring their diary of reflections they made during the course and be accompanied by their Sponsor.

RCIA Christian Initiation for Adults:

Dress decently. Women's dresses must cover the knees, glued and low-cut dresses are prohibited, they can use any color. Men should wear the best dress clothes they have.

If they are to be baptized, they need to carry a candle and wear white clothes.

Godparents/Sponsors of all Programs:

Godmothers: Dress appropriately for the celebration of the sacrament of their godchild. The dress must be below the knee, not too close to the body.

Godfather: Please dress in your best dress clothes. Tennis shoes/sneaker, jeans or t-shirts are completely prohibited.

