



# Sacred Heart Church

105 Waugh St, Columbia, MO 65201

573-443-3470; fax 573-442-1082

[www.sacredheart-church.org](http://www.sacredheart-church.org)

## Baptism Requirements

### **Baptism Preparation class**

Parents must attend a Baptism preparation class. At Sacred Heart, the class is offered once each month and lasts about one hour. Certificates of completion are available for parents to submit to the Parish Office, along with all completed Baptism request forms.

If a child to be baptized is age 7 or older, it is necessary for him/her to attend at least one year of Religion class. Call the Parish Office for PSR registration.

To register for a Baptism Preparation class, call the Parish Office, 443-3470. There is no charge for the class. Godparents who are not local will find a class offered at their parish.

### **Parish registration**

If parents consider themselves active at Sacred Heart Church and are not listed in the parish database, then a registration form must be completed and returned to the Parish Office.

### **Letters of good standing**

Parents and godparents, if not registered members of Sacred Heart Church, must present a Letter of Good Standing from their parish of registration, stating they are active and participating. Letters must be submitted to the Parish Office along with all completed Baptism request forms.

### **Confirmation**

Godparents are required to present proof of having been confirmed in the Catholic faith.

### **Baptism registration form**

Parents must complete a Baptism Request Form. The form provides background and information used to create a Baptism certificate. Please write clearly in order for information to be transferred accurately to the Baptism certificate and the Sacrament records.

### **Requesting a date**

When all documentation has been collected, and all forms are completed, a date may be requested. Make a first and second Baptism date choice. No date is firm until approved by the parish priest. Before making definite plans, wait for confirmation from the Parish Office.

The sooner all forms and documentation is turned in to the office, the sooner a date for Baptism can be approved.

# Child and parent worksheet

## Child's information

**Print clearly!**

First name \_\_\_\_\_ Middle \_\_\_\_\_ Last \_\_\_\_\_

Birth date \_\_\_\_\_ City of birth \_\_\_\_\_ State \_\_\_\_\_

\_\_\_\_\_ male \_\_\_\_\_ female

## Father's information

First name \_\_\_\_\_ Middle \_\_\_\_\_ Last \_\_\_\_\_

Religion \_\_\_\_\_ Parish \_\_\_\_\_

## Mother's information

First name \_\_\_\_\_ Middle \_\_\_\_\_ Maiden \_\_\_\_\_

Religion \_\_\_\_\_ Parish \_\_\_\_\_

## Marriage information

Date, church & location of parent's wedding \_\_\_\_\_

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## General information

Home address \_\_\_\_\_ City/state/zip \_\_\_\_\_

HM phone \_\_\_\_\_ Cell phone \_\_\_\_\_

Good time of day to call \_\_\_\_\_

Email address \_\_\_\_\_

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## Date of Baptism

Two choices of dates \_\_\_\_\_ Mass time \_\_\_\_\_

Date/place of parent's Baptism class \_\_\_\_\_

Approximate number of guests expected \_\_\_\_\_

**Note: No Baptisms are performed during Lent**

# Godparent worksheet

Godparents serve a special role for one to be baptized, whether it be a child or an adult. Godparents are to represent the Christian Catholic community, the Church. They are to be supportive of the newly baptized after the rite, and to assist the child's parents in raising their child in the Catholic faith. When choosing godparents, consider that they should be someone who will represent and share their own Catholic faith.

At least one godparent must be an active and committed Catholic. The Catechism of the Catholic Church states "...the godfather and godmother... must be firm believers, able and ready to help the newly baptized—child or adult—on the road of Christian life." (#1255).

This is the Church's way of saying that being a godparent is truly a ministry in the Church, and not simply an honor. To ensure that a godparent is capable of this, Church law also insists that this person be at least 16 years old (for maturity's sake), fully initiated (having received Confirmation and Eucharist), be someone other than the legal parents and one who leads a life in harmony with the Church.

Other baptized Christians may serve as a Christian witness to the Baptism. The Baptismal rite does not distinguish between a Catholic godparent and a Christian witness. However, at least one godparent is required.

## Godparent's information

**Print clearly!**

**Godfather's** first name \_\_\_\_\_ Middle \_\_\_\_\_ Last \_\_\_\_\_

Religion \_\_\_\_\_

Parish \_\_\_\_\_ City/State \_\_\_\_\_

**Godmother's** first name \_\_\_\_\_ Middle \_\_\_\_\_ Last \_\_\_\_\_

Religion \_\_\_\_\_

Parish \_\_\_\_\_ City/State \_\_\_\_\_

\_\_\_\_\_ **Letter(s) of Good Standing attached**

\_\_\_\_\_ **Certificate(s) of Confirmation attached**

# Baptism Preparation check list

**Submit Baptism date request to the Parish Office with all forms attached:**

\_\_\_\_\_ Certificate of Baptism Preparation class for parents

\_\_\_\_\_ Letter of good standing for godparents (if applicable)

\_\_\_\_\_ Proof of Confirmation for Godparents

\_\_\_\_\_ Letter of good standing for parents (if applicable)

Other documents:

1)

2)

3)

Notes: