

Catechist Certification Reporting Form

for Catholic Schools (K-8) and Parish Programs (AFF and K-12)
Office for Faith Formation/Catechetics – Department of Education - Archdiocese of Detroit

Name
Parish Address

Parish
City

Vicariate
Zip

Initial Formation			
Topic	Date	Location	Presenter
1. Catechesis & the Call of the Catechist			
2. or 2A. Creative Methods to Foster Faith Growth			
3. or 3A. Facilitating a Catechetical Session: Group Dynamics			
4. Foundations in Sacred Scripture			
5. Meeting Jesus			
6. Sacrament: Sign & Symbol			
<i>Internship: Observing other catechists</i>			<i>Supervisor:</i>
<i>Internship: Studying the curriculum/scope & sequence</i>			<i>Supervisor:</i>
Candidate approved for Initial Certification		PCL/AFFC:	

Intermediate Formation <i>(includes Initial Certification)</i>			
Topic	Date	Location	Presenter
7. Holy Trinity: Sacred Mystery			
8. The Church: People of God			
9. Dynamics of Faith			
10. Sacraments of Initiation: Baptism, Confirmation, Eucharist			
11. Prayer			
12. Covenant Living: The Ten Commandments & the Gospel			
13. Forming a Christian community			
List three topics attended from Flex Topics on side 2			
<i>Internship: Being observed</i>			<i>Supervisor:</i>
<i>Internship: Becoming familiar with resources</i>			<i>Supervisor:</i>
Candidate approved for Intermediate Certification		PCL/AFFC:	

Flex Topics (choose 3 to complete Intermediate Certification; the other 4 to complete Advanced Certification)		
A. or AA. Using & Exploring Sacred Scripture	D. The Church at Prayer in the Liturgical Seasons	G. Dying and Rising: A Pastoral Perspective
B. Sacraments of Healing: Reconciliation & Anointing of the Sick	E. Morality and Conscience Formation	
C. The Church at Prayer in the Eucharistic Celebration	F. Catechesis in a Multicultural World	

Advanced Formation (includes Initial Certification and Intermediate Certification)			
Topic	Date	Location	Presenter
14. Theology as Sacred Tradition			
15. Mary: First Disciple & Model for Catholic Christians			
16. The Vision of Vatican II			
17. Sacraments at the Service of Communion: Matrimony & Holy Orders			
18. Spirituality			
19. Catholic Social Teaching: Understanding & Response			
20. Evangelization			
Complete this level using the remaining 4 Flex Topics			
<i>Internship: Retreat/Day of Reflection</i>			
<i>Internship: Reflection with immediate supervisor</i>			<i>Supervisor:</i>

Advanced Certification:

Candidate has completed all 27 Topics & Internship: PCL/AFFC: (Name) _____ (Title) _____

Candidate approved for Advanced Certification EMCF _____ (Date) _____

Equivalency Courses/Workshops for Formation Topics (determined by an EMCF)

Directions for Certification:

1. The Parish Catechetical Leader or the Adult Faith Formation Coordinator is responsible for keeping this form updated for each Catechist. Corresponding Records of Attendance, Certificates of Completion, and this Reporting Form remain on file in the parish. **In addition, each catechist should keep her or his own copy of all these documents.**
2. The PCL/AFFC supervises and signs the Reporting Form for Initial and Intermediate Certification and then requests certificates from the Office for Faith Formation/Catechetics.
3. When the catechist formation process is completed, the Reporting Form, all Records of Attendance, and Certificates of Completion are submitted to an EMCF for evaluation. After the EMCF has signed the Reporting Form, the PCL/AFFC sends only this form (keeping a copy) to the Office for Faith Formation/Catechetics for Advanced Certification.