

# The Catholic Community of Pleasanton

## Faith Formation Program

### Registration Guidelines for 2011/2012

PLEASE NOTE: Registration steps for enrollment in First Communion has changed. Please see below. We hope that the following steps will help the registration process flow smoothly for you.

- ❖ **STEP 1:** Are you registered in the Parish? If the answer is YES, skip to STEP 2! If the answer is NO, please register at the rectory, or fill out a Parish Registration form, in addition to the Faith Formation Registration form when you come to register your child(ren) for Faith Formation.
- ❖ **STEP 2a:** Fill out *both* sides of the Faith Formation registration form, and don't forget to sign the back!
- ❖ **STEP 2b:** Fill out the volunteer sign-up sheet.
- ❖ **STEP 2c:** Bring a copy of your child's baptismal certificate if not already on file (EVEN IF YOUR CHILD WAS BAPTIZED AT CCOP)
- ❖ **STEP 3:** Come to the Parish Hall at one of the following registration dates and times:

Sunday, June 5 <sup>th</sup>	1:00pm – 3:00pm
Monday, June 6 <sup>th</sup>	11:00am – 1:00pm
Monday, June 6 <sup>th</sup>	5:00pm – 8:00pm
Tuesday, June 7 <sup>th</sup>	5:00pm – 8:00pm
- ❖ **STEP 4a:** *Non-Sacramental Year* - Proceed to the appropriate grade-level or program areas for your child/ren (elementary, middle school, confirmation/youth ministry, family program or IFC's).
- ❖ **STEP 4b:** *Sacrament Preparation Year* - If one or more of your children is eligible\* to receive a sacrament this year and is in 1<sup>st</sup>-4<sup>th</sup> grades, they will sign up for the sacrament preparation class at the elementary table unless they are in the Family or IFC programs. If you are in those programs go to the Family Program/IFC table and put your name on the First Communion list. If your child is receiving Confirmation proceed directly to the Confirmation/Youth Ministry table. If your child is 8 years of age or older and has not been baptized, proceed to the CIC table.
- ❖ **STEP 5a:** Stop at the baptismal certificate table to see if there is a certificate on file for each of your registered children.
- ❖ **STEP 5b:** Your last stop is the Office Table! Turn in the completed registration form, volunteer form, baptismal certificates (if needed) and tuition. If you are paying by check, please make it payable to: The Catholic Community of Pleasanton (C.C.O.P.). And that's it! We'll see you in June!

\*Has had one previous year of Faith Formation

#### Registered & Fees Paid by June 7, 2011\*

One Child - \$130.00	Three Children - \$250.00
Two Children - \$200.00	Four or More - \$300.00
Sacrament Fee: (First Eucharist, Confirmation) - \$ 50.00	

These fees are for the June registration period only, fees will increase for registrations received after June 7<sup>th</sup>

\*It is presumed that registered families are using weekly envelopes, as parish funds greatly supplement Faith Formation Programs