

NAME: \_\_\_\_\_  
(Last) (First)

STARTED IN CATECHETICAL MINISTRY: \_\_\_\_\_ (YEAR)

# ADULT CATECHIST CERTIFICATION TRANSCRIPT

CATECHIST OF ADULTS – Revised, September, 2010

Parish: \_\_\_\_\_

Town/City: \_\_\_\_\_

Address: \_\_\_\_\_  
(Street) (City/Town) (State) (Zip)

Phone: HOME: (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_ WORK: (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_ CELL: (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

Compliance with the *Charter for the Protection of Children*: \_\_\_\_\_ Background Check: \_\_\_\_/\_\_\_\_/\_\_\_\_ VIRTUS Training: \_\_\_\_/\_\_\_\_/\_\_\_\_

**Life Experience** (education, professional, personal, other faith formation experience, etc.)

**Catechetical Experience**

_____	Grade: _____	Date(s): _____
_____	Grade: _____	Date(s): _____
_____	Grade: _____	Date(s): _____
_____	Grade: _____	Date(s): _____
_____	Grade: _____	Date(s): _____
_____	Other: _____	_____
_____	_____	_____

## BASIC CERTIFICATION

Course/Topic	Facilitator/Leader	Location	Year	Hours
Call & Mission of the Catechist/Youth Minister				
The Adult Learner				
Resources for Adult Faith Formation				
Leading & Facilitating Small Groups				
Introduction to Hebrew Scripture				
Introduction to Christian Scripture				
Jesus – Who do you say that I am?				
Introduction to the Creed				

**Provisional Certification** (completion of any four of the above topics; expires in 12 months)

**Basic Certification** (all eight of the above)

Submitted to Diocese: \_\_\_\_/\_\_\_\_/\_\_\_\_; Received back from Diocese: \_\_\_\_/\_\_\_\_/\_\_\_\_

Submitted to Diocese: \_\_\_\_/\_\_\_\_/\_\_\_\_; Received back from Diocese: \_\_\_\_/\_\_\_\_/\_\_\_\_

Check off each completed Intermediate Topic and record the course's details in the following table.  
List each topic only once (if repeated, additional courses are shown under "Enrichment Electives":

**INTERMEDIATE (Levels I-V) & FULL CERTIFICATION**

<input type="checkbox"/> A Christian Vision of Human Sexuality	<input type="checkbox"/> Images of God	<input type="checkbox"/> Introduction to the Sacraments	<input type="checkbox"/> Prayer
<input type="checkbox"/> Church	<input type="checkbox"/> Intro to <i>Our Hearts were Burning...</i>	<input type="checkbox"/> Leading Prayer (with adults)	<input type="checkbox"/> Psychology of the Learner
<input type="checkbox"/> Ecumenism	<input type="checkbox"/> Introduction to Morality	<input type="checkbox"/> The Liturgical Year	<input type="checkbox"/> Social Justice & Service
<input type="checkbox"/> Evangelization (& Outreach)	<input type="checkbox"/> Introduction to the <i>Catechism of the C.C.</i>	<input type="checkbox"/> Mary and the Saints	<input type="checkbox"/> Use of Media, Resources & Technology
<input type="checkbox"/> Faith Development	<input type="checkbox"/> Introduction to the RCIA	<input type="checkbox"/> Ministry to Persons with Special Needs	<input type="checkbox"/> Worship

Course/Topic		Facilitator/Leader	Location	Year	Hours
IC Level I	1.				
	2.				
	3.				
	4.				
IC Level II	5.				
	6.				
	7.				
	8.				
IC Level III	9.				
	10.				
	11.				
	12.				
IC Level IV	13.				
	14.				
	15.				
	16.				
IC Level V	17.				
	18.				
	19.				
	20.				

Every four intermediate certification topics completed qualifies for one level of INTERMEDIATE CERTIFICATION. When all twenty have been completed, catechist qualifies for Intermediate Catechist Certification Level V and FULL CATECHIST CERTIFICATION. Full Certification expires in 3 years and is renewed with 12 advanced certification courses.

Certification	Submitted to Diocese on	Received back from Diocese	Certification	Submitted to Diocese on	Received back from Diocese
Intermediate Level I (4 topics)	____/____/____	____/____/____	Full Renewal 1 (12 A/C Courses)	____/____/____	____/____/____
Intermediate Level 2 (8 topics)	____/____/____	____/____/____	Full Renewal 2 (24 A/C Courses)	____/____/____	____/____/____
Intermediate Level 3 (12 topics)	____/____/____	____/____/____	Full renewal 3 (36 A/C Courses)	____/____/____	____/____/____

Intermediate Level 4 (16 topics)	____ / ____ / ____	____ / ____ / ____	Full Renewal 4 (48 A/C Courses)	____ / ____ / ____	____ / ____ / ____
Intermediate Level 5 (20 topics)	____ / ____ / ____	____ / ____ / ____	Full Renewal 5 (60 A/C Courses)	____ / ____ / ____	____ / ____ / ____
Full Certification	____ / ____ / ____	____ / ____ / ____	Full Renewal 6 (72 A/C Courses)	____ / ____ / ____	____ / ____ / ____

**ADVANCED CATECHIST CERTIFICATION**

Topic	Course	Facilitator/Leader	Location	Year	Hours
<b>Theology/Scripture (AC-T/S) – 8 hours in each of the 8 topics</b>					
Hebrew Scripture					
Christian Scripture					
Christology					
Ecclesiology					
Liturgy & Prayer					
Morality					
Peace & Justice					

Topic	Course	Facilitator/Leader	Location	Year	Hours
Sacraments					

**Catechetical Methodology (AC-C/M) – 8 courses, 16 hours total**

Eastern Catholic Churches					
Perspectives I – Family					
Perspectives II – Multiculturalism					
Perspectives IV – Culture & Values					
Planning Parish Missions, Retreats, etc.					
Using Powerpoint & other tools					
Electives (2)					

**Spiritual Renewal (AC-S/R) – 4 courses, 8 hours total**

1.					
2.					
3.					
4.					

Certification	Submitted to Diocese on	Received back from Diocese	<i>When the catechist with Full Certification has completed the required coursework or equivalent in the eight theology/scripture topics, 16 hours of methodology and 8 hours of spiritual renewal they qualify for Advanced Certification. Advanced Certification expires in three years and is renewable (for three years) by completing an additional 12 courses (24 hours).</i>			
Advanced Certification	___/___/___	___/___/___				
Advanced Renewal(s)	1. Sub: ___/___/___	Back: ___/___/___	4. Sub: ___/___/___	Back: ___/___/___	7. Sub: ___/___/___	Back: ___/___/___
	2. Sub: ___/___/___	Back: ___/___/___	5. Sub: ___/___/___	Back: ___/___/___	8. Sub: ___/___/___	Back: ___/___/___
	3. Sub: ___/___/___	Back: ___/___/___	6. Sub: ___/___/___	Back: ___/___/___	9. Sub: ___/___/___	Back: ___/___/___

**ELECTIVE COURSES FOR ENRICHMENT & RENEWAL**

*Use this space – or additional paper – to record courses that either count towards requirements already fulfilled or not necessarily applicable towards catechist certification.*

Course	Facilitator/Leader	Location	Year	Hours