

St. Mary's Catholic Church

Diocese of Austin

Summary of Baptism Requirements for Parents and Godparents

Parents:

1. Child's Birth Certificate from the state where born. A copy will not be accepted.
An original must be provided; a copy will then be made by clergy or parish staff.
2. Complete both sides of the Baptismal Registration Form, sign, and submit to parish.
3. Be registered parishioners of St. Mary's Catholic Church for at least three months before the Baptism.
If not parishioners at St. Mary's, parents **MUST** have permission from their own parish priest to have the child Baptized at St. Mary's for a just cause. Permission should be in the form of an authorization letter granting this permission.
4. Attend the Baptismal Instruction Classes at St. Mary's. If from another parish and Instruction Classes are attended there, have the dates of attendance included in the permission letter from your parish priest.
5. A tentative Baptism date may be scheduled at the office or by the priest or deacon, but the date and time WILL NOT be confirmed until ALL required documentation has been submitted to the parish.
6. On the day of the Baptism, arrive at least 10-15 minutes before the scheduled Baptism time.
If problems arise, notify the Parish Office immediately. Office 254-562-3619.

Catholic Godparents Registered at St. Mary's Catholic Church:

1. Baptismal Certificate with Notations of all Sacraments including Confirmation, if single, or Notations of all Sacraments including Confirmation and Holy Matrimony, if married, submitted to the parish.
2. Complete and sign the Godparent Covenant Form and return to the parish.
3. Attend the Baptismal Instruction Classes at St. Mary's Catholic Church.
4. On the day of the Baptism, arrive at least 10-15 minutes before the scheduled Baptism time.

Catholic Godparents NOT Registered at St. Mary's Catholic Church:

1. Baptismal Certificate with Notations of all Sacraments including Confirmation, if single, or Notations of all Sacraments including Confirmation and Holy Matrimony, if married, submitted to the parish.
2. Provide an original letter from their parish priest or deacon verifying that they are registered, active members in good standing with the Church and are acceptable to act as Godparents.
3. If they have attended Baptismal Instruction Classes at the parish at which they are registered parishioners, the letter must include the instruction date(s). (Or the Godparents may attend the Baptismal Instruction Classes with the parents, if possible, at St. Mary's Catholic Church.)
4. Complete and sign the Godparent Covenant Form and return to St. Mary's Catholic Church.
5. On the day of the Baptism, arrive at least 10-15 minutes before the scheduled Baptism time.
If problems arise, notify the Parish Office immediately.