

**CEREMONIAL GUIDELINES FOR**  
**THE SACRAMENT OF CONFIRMATION WITHIN MASS**  
**WITH ARCHBISHOP CORDILEONE**

**INTRODUCTION**

These guidelines treat only the details of the Confirmation Ceremony itself. Please refer to other documents on Confirmation for treatment of the nature of the Sacrament and the program of preparation for candidates, parents, and sponsors.

These ceremonial guidelines presuppose familiarity with the Order of Confirmation (referred to as "OC" below by paragraph number), the accompanying Apostolic Constitution of Pope Paul VI and the relevant sections of the National Catechetical Directory.

Essentially the ceremony embodies not only the conferral of the Sacrament, but a "festive and solemn character" in which the "whole People of God, represented by the families and friends of the candidates for Confirmation and by members of the local community, will be invited to take part... and will endeavor to express their faith by means of the fruits the Holy Spirit has produced in them" (OC 4).

These ceremonial guidelines also assume that the Sacrament will be conferred within Mass "so that the fundamental connection of this Sacrament with all of Christian Initiation ... may stand out in a clearer light" (OC 13).

When planning the Confirmation ceremony, please keep in mind that the celebration of the Sacrament is rather lengthy. In order not to detain the faithful for an excessive period of time, please do not add or plan things which will unduly prolong the Mass (such as a meditation hymn following Communion, a prolonged offertory procession, extensive announcements or thank you's after Communion, etc.).

**GUIDELINES**

1. Ministers
2. Candidates
3. Sponsors
4. Parents
5. Immediate Preparations
6. Music
7. Confirmation Ceremony
8. Celebration of Mass
9. Photography
10. Records

Email Attachments: - Checklist for Parish Preparations for Confirmation  
- Confirmation Liturgy Sheet (to be returned to the Archbishop's Office at least twenty days prior to the date for Confirmation).

## 1. MINISTERS

- 1.1 The Archbishop will normally be the sole minister of the Sacrament. The Archbishop's role signifies "a clearer reference to the first outpouring of the Holy Spirit on the day of Pentecost" and "the close bond that joins the confirmed to the Church" (OC 7)
- 1.2 The Pastor and Parochial Vicar(s) should concelebrate the Mass with the Archbishop.
- 1.3 Other Clergy, especially priests serving in the candidates' parish(es) and neighboring parishes, should be encouraged to concelebrate the Mass as a further sign of the supportive presence of the entire community of the Church. When a deacon participates, all should be aware of his particular role, which includes proclaiming the Gospel, assisting the Archbishop during the preparation of the altar and the gifts and the Eucharistic Prayer, serving as the minister of the chalice at Communion, etc. If a deacon is not present, the functions proper to him are to be carried out by some of the concelebrants (GIRM 208).
- 1.4 Extraordinary Ministers of Holy Communion should be present in sufficient numbers to facilitate the distribution of Communion. As a sign of the parish commitment to the candidates, clergy (priests as well as deacons) as Ordinary Ministers of the Eucharist should be first assigned to distribute Holy Communion.

This is an occasion when Communion under both species is appropriate. It is recommended that parishes consider this option. If Communion under both species is given, it is recommended that there be two ministers with chalices for each minister distributing the Consecrated Hosts.

N.B. When the Archbishop and another minister are distributing Communion from the front center Communion station, then there should be four (4) Ministers of the chalice placed on either side— two on the left and two on the right.

- 1.5 Readers should be properly prepared and familiar with the public address system so that they can proclaim the Word as a living witness. It is recommended that the parish's most skilled readers be selected to proclaim the readings to the parish community rather than candidates or parents who are not certified as readers. Care must be taken that all those chosen to read are properly prepared, trained and rehearsed.
- 1.6 Servers: Five or six servers should be appointed for the ceremony:
  - Incense (if used)
  - Cross / Book Bearer
  - Candle Bearers (2)
  - Insignia (mitre & crosier) (2)

They should be assembled and vested at least 30 minutes before the ceremony to be instructed by the Archbishop's Master of Ceremonies. (If incense is not used, five servers will suffice.)

- 1.7 Master of Ceremonies: The Archbishop will be accompanied by his own Master of Ceremonies who will train the servers immediately beforehand and will bring and arrange the Pontifical and the oil stock. The pastor or his delegate should be prepared and available to work with the Master of Ceremonies on the final preparations.

## 2. CANDIDATES

- 2.1 Dress: The dress encouraged for the candidates should reflect the spirit of the ceremony. It should not give the impression of a graduation, nor should the manner of dress be a distraction to the candidates or the congregation; therefore graduation gowns are not fitting

**Appropriate decorous dress is required.**

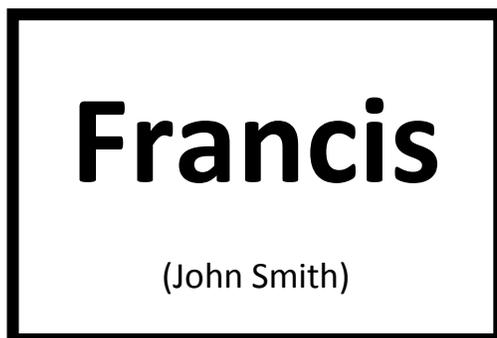
The following attire would be appropriate:

Ladies: dress, skirt and blouse, or dress slacks and blouse, and modest dress shoes.

Gentlemen: suit or dress slacks with blazer, dress shirt and tie, and dress shoes. Jeans, t-shirts, shirts with visible logos or writing, strapless or thin-strapped or off-the-shoulder tops, miniskirts, or other casual or indecorous attire is not suitable.

- 2.2 Names: In order to express the intimate relationship of Confirmation with all of the sacraments of Christian initiation the candidates may use the name given to them at their Baptism for Confirmation. However, they may instead indicate the beginning of a new relationship to Christ and the Church by the selection of a new name, in which case **the name must be a Christian name.**

- 2.3 Name Tags: The use of nametags on each candidate is encouraged. The name should be printed large enough and placed conspicuously enough so that the Archbishop can read it easily when administering the Sacrament of Confirmation. (You may put the candidate's full name below in parentheses in smaller print.) See example below.



**N.B: The custom of wearing stoles with the candidates' names written on them is not appropriate.** The stole is a liturgical vestment which should be worn only by a bishop, priest or deacon.

- 2.4 Seating: It is encouraged that the candidates be seated next to their sponsors during the ceremony to better express the role of the sponsor. It also would be a clearer visual sign that the candidate is a part of the faith community and avoid the visual image of a graduation. If it is very difficult to have sponsors sitting next to the candidates, a second option would be to have the sponsors seated in the row behind each row of candidates.

### **3. SPONSORS**

- 3.1 Each candidate is to have one Sponsor. It is desirable that the godparent at Baptism be the sponsor at Confirmation to better express the relationship between Baptism and Confirmation (canon 893 §2; OC 5).
- 3.2 Parents cannot function in the role of sponsor at Confirmation (canon 893 §1 along with canon 874 §1; RC 5). In the event that a sponsor cannot be present at the ceremony, a parent could present his or her child and act as a proxy for the sponsor.
- 3.3 Pastors will see that the sponsor chosen by the candidate is spiritually qualified for the office (OC 6). The sponsor should be sufficiently mature for this role, belong to the Catholic Church and have been initiated in the sacraments of Baptism, Confirmation, and the Eucharist. The sponsor should also be a person of faith, actively participating in the life of the Church, especially by regularly receiving the sacraments of Penance and of the Eucharist (canon 893 §1, along with canon 874 §1; OC 6).
- 3.4 The sponsor should be of an age and living proximity that will enable the sponsor to be present to the candidate as he/she grows in the life of faith. The custom of having proxy sponsors for someone who is and will continue to be separated by long distances from the candidates is discouraged.
- 3.5 Ideally, the sponsor should have participated in the preparation of the candidate for Confirmation and be able to continue to be a sign and support of faith for the candidate.
- 3.6 All sponsors should be familiarized with the ceremony so that they can actively and comfortably participate. Also, the sponsors should be properly prepared and disposed to receive Communion with the newly confirmed (see 8.11).
- 3.7 During the ceremony, the sponsor is to present the candidate to the Archbishop when the candidate approaches for the anointing, saying, "This is \_\_\_\_\_" (using the

Confirmation name) (cf. #7.5). Alternatively, the candidate themselves may say “I am \_\_\_\_.” (using the Confirmation name).

#### **4. PARENTS**

4.1 At the time that a candidate is accepted into the Confirmation program, the parents and the candidates should receive adequate information concerning:

- \* An understanding of the renewal of the sacraments, especially the sacraments of Baptism, Confirmation and Eucharist.
- \* The goals of the Parish Program of Preparation for Confirmation.
- \* What is expected of parents and sponsors during the program.
- \* The selection of a name and the advisability of using the Baptismal name.
- \* The selection of a sponsor including qualifications and responsibilities.
- \* The manner of dress for the candidates at Confirmation.

4.2 Parents and families of the candidates are encouraged to participate in the Confirmation ceremony. There should be sufficient room in the church to accommodate the families.

4.3 Parents should have an active role in the ceremony of Confirmation. It is recommended that representatives of the parents take part in the Mass as readers and in the Offertory procession to signify their desire to continue to help the candidates grow in faith. Finally, all families should be encouraged to prepare themselves to worthily receive Communion at the ceremony, especially by availing themselves of the sacrament of Reconciliation and Penance.

4.4 Parents and family should be reminded that the Anointing with Chrism is a sacred time and that talking or moving about, no matter the length of time it takes for all the candidates to be anointed, is disrespectful.

4.5 **NO PHOTOGRAPHY IS ALLOWED INSIDE THE CHURCH.** Parents should be reminded that the taking of pictures of the candidates during the ceremony can be distracting both to the candidates and the others participating. See section 9 below for details on allowable photo-taking during and after the Mass.

#### **5. IMMEDIATE PREPARATIONS**

5.1 The altar should be prepared for Mass with the candles lit at least fifteen minutes before the ceremony. In addition to the normal preparations for Mass, the following should be prepared and ready for use during the Confirmation ceremony:

- A microphone, either cordless or with a long cord so that the Archbishop will have the opportunity to move among the candidates during his homily.

- A chair for the Archbishop placed in a prominent place in the sanctuary.
- A pitcher of water, basin, hand towel, dish with lemon slices, soap, and a cloth to protect the vestments to use when the Archbishop washes his hands after the anointing.
- Chairs for the following ministers:
  - Deacon(s) of the Mass
  - Concelebrating priests
  - Master of Ceremonies and servers (the Master of Ceremonies will determine the optimal placement for himself and the servers).

5.2 The following should be ready for use during the procession and the ceremony:

- A processional cross
- Candles for the procession
- The Oil of Chrism in case the Archbishop needs to replenish his stock for the Confirmation.

5.3 Sufficient bread and wine should be prepared for all those present to receive from that which is consecrated at the liturgy (GIRM 85). Therefore, **hosts from the tabernacle should not be retrieved or placed on the altar before Communion begins**. Only in extreme circumstances should it be necessary during Communion for hosts “preconsecrated” at another liturgy to be taken from the tabernacle for distribution.

5.4 The *Roman Missal* should be properly marked with the ribbons for the selected Mass. The *Missal* should be shown to the Archbishop or his Master of Ceremonies before the liturgy.

5.5 Deacon(s) present normally assist the Archbishop at the Chair and the Altar. In the absence of deacons, the pastor or another concelebrating priest assists the Archbishop with the roles of the deacon. The pastor and associates are encouraged to concelebrate the Eucharist.

5.6 The Archbishop will bring his own vestments for the celebration of Confirmation. A guest room or another bedroom in the parochial residence, with a bathroom adjacent, should be designated for the Archbishop’s use.

If a cordless microphone, clipped to the vestments, is available, it should be placed in the room where the Archbishop will vest.

5.7 Kindly reserve a parking place in front of the parochial residence for the Archbishop's automobile.

## 6. MUSIC

- 6.1 The celebration of Confirmation is a parish-community event, in which music plays an integral part. The candidates and the entire congregation should participate. All should have necessary hymn texts. A leader of song should assist congregational participation.
- 6.2 The hymns chosen should dwell especially on the Holy Spirit, faith, witness, the Church, Baptism, and initiation. They should also commemorate any special season or solemnity on which Confirmation is conferred. Time-honored hymns conducive to congregational participation such as Come Holy Ghost and Faith of Our Fathers or hymns that are traditional to the people of the parish because of their culture or history are particularly suitable. The inclusion of traditional hymns promotes a sense of continuity with the Church's tradition and helps the older participants feel part of the celebration.
- 6.3 Congregational and choral music are preferred to solo singing. **Recorded music is NOT TO BE USED**. Candidates should be fully prepared to join in the singing.
- 6.4 Musical texts for the Mass such as the introit and communion antiphon are suggested for inclusion. The music director is encouraged to use the *Graduale Romanum* and/or *Graduale Simplex* or similar resource in their selection of music (GIRM 48 and 87).
- 6.5 Music should contribute to the ceremony without unduly prolonging it.
- 6.6 It is presumed that the principal participatory parts of the Mass will be sung, including the Gloria, Holy, Holy, Acclamation, Great Amen and Lamb of God. Other parts of the Mass may or may not be sung as per the practice of the parish (i.e., Lord Have Mercy and Our Father).
- 6.7 If there is to be music during the anointing with Chrism, it should not begin until after a few of the candidates have been confirmed and should be kept to a subdued volume.
- 6.8 Any music that is printed for the Mass must have the express permission of the copyright holder. (For information on how to obtain this permission, please consult the Office of Worship.)
- 6.9 Congregational music is encouraged during the distribution of Holy Communion. Following Communion, when the Archbishop returns to the chair, there should be a period of silent meditation when no music is sung at all. This is not the time for the choir to sing a meditation hymn.

## 7. CONFERRAL OF THE SACRAMENT

- 7.1 Presentation of the Candidates: The pastor should present the candidates for

Confirmation after the Gospel. The words used to present the candidates should briefly express how the candidates have prepared for Confirmation. It is also recommended that there be a way for the sponsors, the teachers, and the parents to signify that they believe the candidates are ready.

A formula such as this may be used:

Would the Candidates for Confirmation please stand.

Archbishop Cordileone, the parish community of St. N. wishes to present to you its young men and women who have been prepared and are ready to complete the process of Christian initiation by receiving the Sacrament of Confirmation. Each candidate has prepared for this Sacrament over a period of \_\_\_\_\_ months. During this time they have participated in a retreat and have individually expressed their desire to be active members of the Church. Their parents, their sponsors and their teachers, together with the whole parish community, attest to their readiness and are happy to present them to you at this time as candidates for Confirmation.

**The candidates should be presented and stand as a group.** However, for a small number of candidates (20 or less) their names may be read individually, with them standing one at a time.

- 7.2 The Archbishop gives the homily. He may do this in dialogue form (OC 18). If there is no cordless microphone available, it would be helpful to have a microphone equipped with a long cord so that the Archbishop will have the opportunity to move among the candidates during his homily. Candidates and sponsors should be prepared to share their reflections on Confirmation and on living the Catholic faith.
- 7.3 Renewal of Baptismal Promises: The Archbishop leads the renewal of Baptismal Promises. The candidates stand. At the conclusion of these promises, the Archbishop gives his assent to the profession of faith and proclaims the faith of the Church. "This is our faith. This is the faith of the Church. We are proud to profess it in Christ Jesus our Lord." The congregation responds, "Amen."
- 7.4 Laying on of Hands: The Archbishop extends his hands over the candidates who are standing in their places and prays for the gifts of the Holy Spirit to descend upon them. **The Archbishop does this alone, without the concelebrating priests joining him** (unless they are also assisting with the anointings – cf. OC 25).
- 7.5 Anointing: As the first candidates approach the Archbishop, the congregation sits down.

There are three options for the arrangement of the anointing. The option which allows for the most visibility by the congregation as well as the flow of the rite given the layout of the church should be chosen:

- In churches with a more traditional layout of sanctuary and nave, visibility is maximized by the Archbishop facing at a 90 degree angle to the people, such that

the assembly is able to see the anointing taking place rather than the backs of the candidates and sponsors. (See Appendix for diagram of this option.)

- If preferred by the parish, the anointing may instead take place at the entrance to the sanctuary with the candidates standing facing forward (toward the altar) to receive the Sacrament.
- Alternatively, the anointing may take place with the Archbishop seated in a chair and the candidates kneeling before him with the sponsor standing behind the candidate. If your parish would like assistance in preparing the candidates and sponsors properly with one of these arrangements, please call the Office of Worship which will plan and prepare the ritual with you given your worship space.

It is requested that the candidates wear nametags with their Confirmation name printed clearly for the Archbishop to read (cf. #2.3).

Since the Archbishop will anoint the candidate on the forehead, the forehead should be unobstructed.

The candidates approach the Archbishop without genuflecting. They stand immediately in front of the Archbishop (in options 1 and 2), and the sponsor places his/her right hand on the shoulder of the candidate and says in a clear voice:

“This is \_\_\_\_\_” (using the Confirmation name)

The Archbishop anoints the forehead with chrism, saying: "N, be sealed with the Gift of the Holy Spirit." The newly confirmed responds: "Amen." The Archbishop says: "Peace be with you." The newly confirmed replies: "And with your spirit."

The Chrism serves as a visible sign of the Sacrament of Confirmation, and is not immediately wiped off. If there is a concern about an overabundance of Chrism, at the end of Mass, a box of tissues may be placed in the vestibule so that the *confirmati* can discreetly remove excess Chrism. The used tissues must be collected in a suitable container and disposed of appropriately by burning.

As soon as the candidate is confirmed, he/she leaves without delay, and his/her place is immediately taken by the next in line so that the ceremony is not unduly prolonged. The candidates should one immediately behind the other in line such that large gaps do not develop, in order to maintain the prompt flow of the ceremony.

The Archbishop washes his hands after the anointing. For this purpose, the following should be provided: a cloth to protect the vestments, lemon, water, basin, soap and a hand towel.

**As the Archbishop washes his hands, the deacon or the one chosen to read the Universal Prayer should approach the ambo and be in place when the Archbishop introduces it.**

## 8. MASS

- 8.1 The choice of the Mass and its parts is dependent upon the liturgical calendar. See “General Norms for the Liturgical Year and the Calendar.”
- On Sundays (except Sundays of Ordinary Time) and Solemnities, and during the Octave of Easter (and Holy Week) the Mass and readings for the day must be used.
  - On other days, the Mass and readings from the Ritual Mass for Confirmation may be used. (See the reading options on the “Confirmation within Mass” sheet.)
- If there is doubt, please call the Office of the Archbishop.
- 8.2 Concelebrants: Mass most often is concelebrated with the Archbishop as principal celebrant. Priests who have a pastoral role with the *confirmandi* should be invited to concelebrate. It is important to keep in mind that a concelebrant is necessarily restricted in his activity - a priest should not concelebrate if he must be Master of Ceremonies, song leader, or general director of the celebration.
- 8.3 The Gloria is presumed to be sung rather than recited. The Gloria is omitted in the seasons of Advent and Lent. *The Roman Missal* should be ready for the Archbishop to use.
- 8.4 Procession: It is recommended that the candidates take their places in the pews before Mass. **However, if the parish wishes the candidates to process in, then they must do so ahead of the liturgical procession and be in their places BEFORE the designated start time of the Mass.** (As an example, for a 5:00pm Mass, the candidates, with or without sponsors, should start processing into the church to their pews at 4:45pm so that all are in place by 5:00pm.)
- 8.5 Liturgy of the Word: As explained in 8.1 above, if the Ritual Mass for Confirmation is used (when it is allowed), then the readings are taken from the texts for Confirmation in the *Lectionary* (nn. 763-767) (OC 20).

Readers should be chosen who are certified to read in the parish and are already familiar with the public address system and can proclaim the Word of God in the Scriptures well.

The readers should be instructed when to approach the ambo so that the celebration will proceed smoothly.

The *Lectionary* should be placed on the ambo and used for the proclamation of the readings; if different texts are needed (such as multilingual readings), they should be copied and carefully taped into the *Lectionary* without damaging the book. **Loose-leaf, missalettes or folded papers are not appropriate for use in Mass.**

The deacon proclaims the Gospel. If there is no deacon of the Mass, one of the concelebrants should be designated to proclaim the Gospel (who asks the Archbishop's blessing before proclaiming it). The conferral of the Sacrament takes place after the Homily.

- 8.6 Universal Prayer or Prayer of the Faithful: The Universal Prayer follows the conferral of the Sacrament. The prayers should be taken from the ritual (OC 30) (see Appendix) or can be composed by the parish as long as they are sent to the Archbishop's Office with the Confirmation paperwork.

The Archbishop introduces the Universal Prayer and concludes the petitions with a prayer.

If newly confirmed are used as readers for the Universal Prayer rather than the deacon, they must be properly prepared and trained. **Those newly confirmed reading the petitions should be instructed to approach the lectern while the Archbishop is washing his hands after the anointing so that they will be ready to begin when he has introduced the Universal Prayer** (cf. 7.5). They should remain in their place in the Sanctuary until after the Archbishop has finished the concluding prayer so to avoid unnecessary movement and distraction.

- 8.7 Presentation of the Gifts: Representatives of the families of the newly confirmed, their sponsors, teachers, and the newly confirmed themselves may bring up the gifts.

The principal gifts are of bread and wine. If there are other items of particular significance to the Newly Confirmed and which relate directly to an offering of stewardship (representation of their service of time, talent or treasure), these may be presented before the bread and wine. The items must be few in number and placed – along with any collection of monetary gifts (cf. #8.8) – in a suitable location away from the altar (GIRM 73).

- 8.8 Collection: A collection may be taken as usual during the Preparation of the Gifts. Properly trained ushers who normally have this role, or newly confirmed may fulfill this service as long as they are prepared and it does not unduly delay the Mass.

- 8.9 Eucharistic Prayer: The Archbishop or Master of Ceremonies may assign parts of the Eucharistic Prayer to individual concelebrants. All concelebrants should carefully note those portions rubrically assigned to "Celebrant alone" and "All Concelebrants". When saying those parts for all concelebrants, those concelebrating should keep their voices low so as to permit the Archbishop's voice, as principal concelebrant, to be heard.

- 8.10 Sign of Peace: In order not to extend the time for the Mass, the Archbishop will greet only those nearest to him; newly confirmed should not come to the altar to shake the Archbishop's hand (GIRM 82).

- 8.11 Communion: There should be a sufficient number of ministers to assist the Archbishop in the distribution of Communion. In addition to the concelebrants, there may need to be Extraordinary Ministers of Holy Communion. All should be familiar with the particular worship setting of the parish so that the dignity of the Communion Rite is enhanced.

Since this is an occasion when Communion under both species is particularly appropriate, especially for the candidates and their sponsors, it is recommended that parishes consider this option. If Communion under both species is given, it is recommended that there be two ministers with chalices for each minister that is distributing the Sacred Host.

Sponsors should receive Communion along with the newly confirmed and not wait for the newly confirmed to receive first.

All newly confirmed and sponsors should receive Eucharist. If the newly confirmed is truly properly disposed to receive the Sacrament of Confirmation, the he/she is also so disposed to receive Eucharist. Similarly, if a sponsor is suitable to act in their role, they should be in such a state as to be able to receive Eucharist. If there are questions, they should be brought to the Archbishop's attention in the week before the liturgy. Only extreme circumstances would necessitate a newly confirmed person or their sponsor from not being able to receive Communion.

- 8.12 Dismissal: Only if necessary, the Pastor, following the Prayer after Communion and before the Final Blessing, may make announcements. **Announcements must be brief, without a specific mention of thank you's. They should not be so lengthy that they require the congregation to sit again.** NO applause should be solicited from the congregation. This would also be the time for the people to be invited to the reception by the Pastor or a member of the parish. The Archbishop may add his words of thanks at the end, if he so wishes.

Recognition of those who assisted in the Confirmation process, etc. should be made at the reception, not during Mass.

A special blessing or prayer over the people is said at the end of the Mass.

- 8.13 Recessional: The ministers and the Archbishop will process out of the Church. The newly confirmed and their sponsors should remain in their places until the Archbishop has left the church. The newly confirmed and the congregation should be instructed to make the sign of the cross when the Archbishop blesses them.

The pastor should escort the Archbishop to the place for the reception.

The newly confirmed will follow the Archbishop out and go directly to the location for the reception.

## 9. PHOTOGRAPHY

- 9.1 With the exception of designated photographers for the ritual (see below), **PHOTOGRAPHY IS NOT ALLOWED INSIDE THE CHURCH.** Group or individual photos before or after Mass in the church, including the sanctuary, are not permitted when the Archbishop is presiding.
- 9.2 During the Mass, if the parish wishes to designate one or two professional or highly skilled amateur photographer(s) to take photos, this is permitted as long as:
- The photographer(s) are told of the rules for photo taking in the church, including:
    - No flash.
    - No entrance into the sanctuary or beyond the modesty rail at the first row of pews.
    - The photographer must remain below the level of the people (either kneeling or crouching) so that the photographer is never blocking the view of the congregation.
  - The photographer(s) must check in with the Master of Ceremonies or the Archbishop before the liturgy to introduce themselves and to ensure everyone is aware of the guidelines and plans for photography during the Mass.
  - If photographers are designated, the congregation should be informed before Mass that no personal photography is allowed and that person(s) have been designated to take pictures which will be made available to everyone.
  - It is suggested that photos be shared on the parish or other photo website so that people may print their own copies later.
  - If there are two photographers, one should remain at the front of the church and the other at the back or in the choir loft.
  - If they are professional photographers, the photos must be made available at no cost to all the newly confirmed; this is not a time for profit making or pausing to get a perfect marketable photo.
- 9.3 **Group Pictures:** If the parish wishes to take a group photo with the Archbishop and the entire class of newly confirmed, this should be arranged for AFTER the Mass and set-up for outside of the church. After the Archbishop has recessed and greeted the people following Mass, the newly confirmed should be gathered and arranged so that they are ready for the group photo when the Archbishop is available.
- 9.4 **Individual Photos:** Each newly confirmed may take one photo with the Archbishop following the ceremony, to be taken by family or friend. In order to accommodate all the confirmands, only one shot per person can be taken – not a combination of different

family make-ups, groupings, etc.

If the group is not too large, the Archbishop may allow two shots, but this is at the Archbishop's discretion. In such cases, after having their first picture taken, the party should go to the end of the line to wait for a second shot in order not to prolong others' waiting time.

- 9.5 The pastor must be on hand to manage any line of people wishing to greet the Archbishop and/or take photos and to assist in the control and speed of the line.
- 9.6 In addition to the pastor, it may be prudent to have a teacher or leader nearby during picture taking to assist in making the line go smoothly and ensure that the guidelines for photography are followed.
- 9.7 If a parish wishes to hire a professional photographer to take photos at the reception this may not be a for-profit undertaking; the photographer must be hired to take photos of everyone without additional charge to the families (i.e., no taking of "orders" for photos). This is not becoming to the occasion, and it also reduces the time needed as the photographer would work to get the most marketable shot.

## **10. RECORDS**

- 10.1 The Confirmation register should include the name of the Archbishop, the confirmed, parents and sponsors as well as the date and place of the celebration.
- 10.2 Notation is also to be made in the Baptismal register or sent to the church of Baptism on the traditional cards.

**PLEASE CONTACT THE OFFICE OF THE ARCHBISHOP (415-614-5604)  
OR THE OFFICE OF WORSHIP (415-614-5586)  
WITH ANY QUESTIONS OR  
IF YOU NEED ASSISTANCE IN PREPARING FOR THE MASS;  
WE WILL BE HAPPY TO HELP YOU.**

**APPENDIX:**  
**THE RENEWAL OF BAPTISMAL PROMISES**  
**THE LAYING ON OF HANDS**  
**THE ANOINTING WITH CHRISM**  
**THE SACRAMENT OF CONFIRMATION**

**RENEWAL OF BAPTISMAL PROMISES**

Bishop: Do you renounce Satan,  
and all his works and empty promises?

Candidates: I do.

Bishop: Do you believe in God,  
the Father almighty,  
Creator of heaven and earth?

Candidates: I do.

Bishop: Do you believe in Jesus Christ, his only Son, our Lord,  
who was born of the Virgin Mary,  
suffered death and was buried,  
rose again from the dead,  
and is seated at the right hand of the Father?

Candidates: I do.

Bishop: Do you believe in the Holy Spirit,  
the Lord, the giver of life,  
who today through the Sacrament of Confirmation  
is given to you in a special way  
just as he was given to the Apostles  
on the day of Pentecost?

Candidates: I do.

Bishop: Do you believe in the holy catholic Church,  
the communion of saints,  
the forgiveness of sins,  
the resurrection of the body,  
and life everlasting?

Candidates: I do.

Bishop: This is our faith. This is the faith of the Church.  
We are proud to profess it in Christ Jesus our Lord.

All: Amen.

## THE LAYING ON OF HANDS

Bishop: Dearly beloved,  
let us pray to God the almighty Father,  
for these, his adopted sons and daughters,  
already born again to eternal life in Baptism,  
that he will graciously pour out the Holy Spirit  
upon them  
to confirm them with his abundant gifts,  
and through his anointing  
conform them more fully to Christ, the Son of God.

*[With arms extended]*

Almighty God, Father of our Lord Jesus Christ,  
who brought these your servants to new birth  
by water and the Holy Spirit,  
freeing them from sin:  
send upon them, O Lord, the Holy Spirit, the Paraclete;  
give them the spirit of wisdom and understanding,  
the spirit of counsel and fortitude,  
the spirit of knowledge and piety;  
fill them with the spirit of the fear of the Lord.  
Through Christ our Lord.

All: Amen.

## THE ANOINTING WITH CHRISM

Bishop: N., be sealed with the Gift of the Holy Spirit.

Newly Confirmed: Amen.

Bishop: Peace be with you.

Newly Confirmed: And with your spirit.

**APPENDIX: UNIVERSAL PRAYER**  
**THE SACRAMENT OF CONFIRMATION**

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| <p>For these his servants,<br/>whom the gift of the Holy Spirit has confirmed:<br/>that, planted in faith and grounded in love,<br/>they may bear witness to Christ the Lord by their way of life,</p> <p>For their parents and sponsors:<br/>that by word and example<br/>they may always encourage<br/>those whom they have sponsored in faith<br/>to follow in the footsteps of Christ:<br/>let us pray to the Lord.</p> <p>For the holy Church of God,<br/>together with N. our Pope, N. our Bishop,<br/>and all the Bishops:<br/>that, gathered by the Holy Spirit,<br/>the Church may grow and increase in unity of faith and love<br/>until the coming of the Lord,<br/>let us pray to the Lord.</p> <p>For the whole world:<br/>that all people,<br/>who have one Maker and Father,<br/>may acknowledge one another<br/>as brothers and sisters,<br/>without discrimination of race or nation,<br/>and with sincere hearts seek<br/>the Kingdom of God,<br/>which is peace and joy in the Holy Spirit,</p> | <p>Por estos hijos de Dios,<br/>que han sido confirmados<br/>por el Espíritu Santo,<br/>para que, arraigados en la fe<br/>y fundamentados en la caridad,<br/>den verdadero testimonio de Cristo,<br/>roguemos al Señor.</p> <p>Por sus padres y padrinos<br/>responsables de su fe,<br/>para que, con su palabra y ejemplo,<br/>los ayuden a seguir fielmente a Cristo,<br/>roguemos al Señor.</p> <p>Por la santa Iglesia de Dios,<br/>congregada por el Espíritu Santo<br/>en la unidad de la fe y la caridad,<br/>para que, en comunión con nuestro santo<br/>padre el Papa N,<br/>con nuestro Obispo N.,<br/>y con todos los obispos del mundo<br/>crezca y se difunda entre los pueblos,<br/>roguemos al Señor.</p> <p>Por los hombres del mundo entero,<br/>que tienen un solo Creador y Padre,<br/>para que reconozcan como hermanos<br/>y, sin discriminación de raza o nación,<br/>busquen, con sincero corazón el reino de Dios,<br/>que es paz y gozo en el Espíritu Santo,<br/>roguemos al Señor.</p> |
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**APPENDIX: FIRST OPTION FOR THE  
ARRANGEMENT FOR ANOINTING**

