

Information Booklet for Seeking Child Baptism

St. Joan of Arc Catholic Church ~ Archdiocese of New Orleans

The birth of a baby into a family is always a time of joyful celebration. It is also a time of re-consecration for the parents to the responsibility of rearing the child as God intends.

Here, at St. Joan of Arc, we are enthusiastic to assist parents and godparents in their duties to bring the faith to their children. Contact us whenever we can be of help.

~ Sacrament of Baptism ~

Infants & children under age 7 may be presented for the Sacrament of Baptism. Parents must be registered parishioners and attend a Baptism Seminar. Baptisms are generally celebrated one Sunday each month after the 11:45pm Mass (except during Lent).

If you are not registered in the parish, please do so. A Parish Registration form can be downloaded from our website: www.sjachurch.com. This form can be faxed, mailed or dropped off to the Parish Office. (Fax: 985-651-2920 attn: Baptismal Registration)

Children over age 7 who need to be baptized follow a different process of preparation. Please contact Helena Cupit, our Director of Religious Education at (985) 651-1072.

~ Baptism Preparation Seminar ~

When presenting a child for the Sacrament of Baptism, **parents and godparents** are required to attend one Baptism Seminar. The seminars are generally on the Thursday prior to Baptism, at 7:00 PM in the Family Life Center. They last for one hour, come with questions!

If you have attended a baptismal preparation seminar elsewhere you can request a letter from that church be sent to St. Joan of Arc Church verifying that you have attended the seminar. You may also attend the seminar at another parish church and have a letter of verification sent to the St. Joan of Arc Parish Office.

~ Requested Documentation ~

Please return the following documentation to the parish office 2 weeks before the desired baptism date:

- Child's Birth Certificate
- Baptism Application
- Parent's Testimonial
- Godparent's Testimonial (one needed for each godparent)
- Record of Baptismal Seminar attendance (needed only if a baptismal seminar was attended in a parish other than St. Joan of Arc)

Important Information for Selecting Godparents

~ Godparents (Sponsors) ~

Parents have the first duty to form their children in faith. (Canon Law 774.2) Godparents commit themselves to support the child's parents in this duty. They also take on a vital role in the child's life of faith; they must "set an example for those who believe, in speech, conduct, love, faith, and purity." (1 Timothy 4:12) Because of this supremely important duty, at least ONE godparent (sponsor) must meet all the qualifications outlined below:

~ Qualification of Sponsors/Godparents ~

Canon 874 - To be admitted to the role of sponsor/godparent, a person must:

- ✝ Be designated by the one to be baptized, by the parents or the one who takes their place or, in their absence, by the pastor or minister and is to have the qualifications and intention of performing this role.
- ✝ Be sixteen years of age.
- ✝ Be a Catholic who has received the Sacrament of Confirmation and has already received the Sacrament of the Most Holy Eucharist and leads a life in harmony with the faith and the role to be undertaken.
- ✝ Not be bound by any canonical penalty legitimately imposed or declared. This indicates that Catholics cohabitating (living together without marriage) and Catholics publicly living in an invalid marriage are ineligible. Invalid marriages (or marriages "outside the Church") are those which are not according to Catholic Church regulations.
- ✝ Must not be the father or the mother of the one to be baptized.
- ✝ A person who was baptized into a non-Catholic ecclesial community (Protestant church) may not be admitted except as a Christian witness to baptism together with a Catholic sponsor/godparent. People who have been baptized Catholic but who no longer practice their faith may not serve as a Christian witness but are invited to speak with a priest about returning to the faith.

Additionally, Canon 873 tells us that one sponsor, male or female, is sufficient; but there may be two, one of each sex. This means that there cannot be two sponsors of the same sex, and there cannot be more than two sponsors.

Finally, godparents (as noted above) must attend a baptismal seminar at St. Joan of Arc Parish or show a letter stating that they have attended one at another parish.

St. Joan of Arc Catholic Church Baptism Application

All required paperwork must be submitted **2 weeks prior** to Baptism.

Today's Date: _____	Child's sex: <input type="checkbox"/> Male <input type="checkbox"/> Female	
Name of Person receiving Sacrament of Baptism: _____		
Last name Date of Birth: _____	First name Desired Date of Baptism: _____	Middle name _____

Name of Father: _____	Religion: _____	
<i>Last</i> <i>First</i> <i>Middle</i>		
Church Attendance: <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input type="checkbox"/> Holidays only <input type="checkbox"/> I do not attend		
Name of Mother: _____	Religion: _____	
<i>Maiden Name</i> <i>First</i> <i>Middle</i>		
Church Attendance: <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input type="checkbox"/> Holidays only <input type="checkbox"/> I do not attend		
Family Address: _____		
<i>Number and Street</i>	<i>City</i>	<i>Zip Code</i>
Telephone Numbers: _____		
<i>Home</i>	<i>Cell/Work</i>	

Marital status of Parents (please check one): <input type="checkbox"/> Not Married <input type="checkbox"/> Married on _____	
<i>Date</i>	
<i>If married, indicate the person who officiated at your wedding:</i>	
<input type="checkbox"/> Catholic Priest or Deacon	
Name of Church: _____ City/State _____	
<input type="checkbox"/> Minister of another denomination/church: Baptist, Episcopal, Non-Denominational, etc.	
<input type="checkbox"/> Civil Official (judge, justice of the peace, etc.)	
Name of the child's father appears on the State Birth Certificate? <input type="checkbox"/> Yes <input type="checkbox"/> No**	
(**If no, please contact the parish office for important information)	
Is family registered parishioner at St. Joan of Arc: <input type="checkbox"/> Yes <input type="checkbox"/> No	
Parish of Registration if not at St. Joan of Arc: _____	

<i>Parents and godparents must attend a "Baptismal Seminar" at St. Joan of Arc or another Catholic church.</i>	
Have parents attended a Baptism Seminar? <input type="checkbox"/> Yes <input type="checkbox"/> No Where? _____	
Godparent name: _____ Religion: _____	
Attended a Baptism Seminar? <input type="checkbox"/> Yes <input type="checkbox"/> No Where? _____	
Godparent name: _____ Religion: _____	
Attended a Baptism Seminar? <input type="checkbox"/> Yes <input type="checkbox"/> No Where? _____	

Please contact us if you need any assistance completing this form (985)652-9100

Office Use Only: _____	Date received _____	Signed Testimonial for Sponsors Received _____	Certificate prepared _____
Date Baptism Seminar attended (Parents) <input type="checkbox"/> SJA <input type="checkbox"/> elsewhere			
Date Baptism Seminar attended (Godparents) <input type="checkbox"/> SJA <input type="checkbox"/> elsewhere			
Date reviewed and approved _____		Parents contacted regarding Seminar/Baptism dates _____	
Transcribed to BAPTISMAL REGISTER under the date of: _____ by: _____			

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Parental Testimonial for the Sacrament of Baptism

Date: _____

Name of Child to be Baptized: _____

Proposed Date of Baptism: _____

Statement of Catholic Parent(s)

“It is my sincere hope and intention to raise my child in the Catholic faith and to do all in my power to assure through my own efforts that my child practices and grows in the Catholic faith.”

By signing below, the Catholic parent(s) solemnly swear that the statement above is a true and correct indication of their intentions.

(Must be signed by at least one Catholic parent.)

Father's Signature:

Father's Name Printed:

Mother's Signature:

Mother's Name Printed:

Signature of Pastor or Delegate (In Parish where Baptism is to be Celebrated)

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Godparent Testimonial for the Sacrament of Baptism

Date: _____

Name of Child to be Baptized: _____

Proposed Date of Baptism: _____

Criteria to Serve as Godparent for Baptism

- 1. The Godparent must be a Catholic in good standing with the Church who has been Confirmed and regularly practices his/her Catholic faith;**
- 2. The Godparent must be at least sixteen years of age;**
- 3. If married, the Godparent must be in a marriage recognized as valid by the Catholic Church. Person may not be cohabiting, or living together without marriage.**
- 4. If not previously attended, the Godparent will attend a Baptismal Seminar in preparation for this Baptism.**

Statement of Godparent

“I meet the above stated criteria to serve as a Godparent, and I will do all in my power to assist the parents of this child to raise their child in the Catholic faith.”

By signing below, the proposed Godparent solemnly swears that he or she has read the above criteria, and that the statement above is a true and correct indication of his/her intentions.

Godparent's Signature: _____

Godparent's Name Printed: _____

Signature of Pastor or Delegate (In Parish where Baptism is to be Celebrated)

ARCHDIOCESE OF NEW ORLEANS

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By signing below, the proposed Godparent solemnly swears that he or she has read the above criteria, and that the statement above is a true and correct indication of his/her intentions.

Godparent's Signature: _____

Godparent's Name Printed: _____

Signature of Pastor or Delegate (In Parish where Baptism is to be Celebrated)