

Server Registration Form

Server's name: _____

Current grade level: _____

Best contact phone number: _____

Parent email address: _____

Mass Preference:

_____ 5 pm (St. Joseph)

_____ 8 am (St. Joseph)

_____ 10 am (St. Agatha)

_____ *My child is already on the server schedule.*

Once received – you will receive an email on how to log into Ministry Schedule Pro. This is the program we use to schedule ministers. Each time we are preparing to create a new schedule, it will give you the opportunity to select dates you are going to be out of town and unavailable to serve. There is a simple tutorial video to watch on how this program works. The schedule is put out on a quarterly basis (3 months at a time).

*If your child already serves, please still fill out this form and mark next to “**My child is already on the server schedule**” above. This allows us to check to ensure the system has the correct information.*

COMMENT: _____

Once completed, return to the Parish Office or place in the offertory basket at mass.