

Confirmation Certificate

Policy No. 818

Policy Statement: A Confirmation certificate is to be issued as soon as possible after the Sacrament of Confirmation is celebrated or as requested at a later date.

Definitions: A Confirmation certificate is an exact duplicate of a Confirmation Register entry.

A certificate contains the following:

- name of the person confirmed
- name of the parents (maiden name of mother)
- date (dd/mmm/yy)
- name of parish church
- name of Archbishop or priest who conferred Confirmation
- name of sponsor(s)

Procedure:

- a) Certificates can be purchased, or a parish may computer generate its own certificate (providing it contains all the required information), or the archdiocesan certificate template may be used (Confirmation Certificate Template – Appendix 818A).
- b) Date and seal the certificate.
- c) The pastor or his delegate must sign the certificate (c.535 §3).
- d) Print/type the name of the pastor below the signature.
- e) The certificate copy of a Confirmation record is issued by the parish holding the Confirmation Register.

Also refer to Policy:

No. 817 Confirmation Register Entries
No. 819 Confirmation Notification to Parish of Baptism

Also refer to Appendix:

818A Confirmation Certificate Template
819A Confirmation Notification Form