



RCIA 2018-2019: Checklist for Sponsors

Basic Information for RCIA Co-Directors

Please submit the following documents to Ms. Cherilyn Young, as soon as possible. You can submit these documents either in person or scanned to cherilyntx@live.com.

_____ **Annual: RCIA Preliminary Information 2018-2019** (Two-sheet information form; check Sponsor)

_____ **Annual: Name of RCIA candidate or catechumen** (either known to you already or assigned)

Documentation for the Cathedral Parish Office

Please submit the following documents to Ms. Yvonne Saldaña, Cathedral CFF Administrative Assistant, as soon as possible. You can submit these documents either in person or scanned to ysaldana@smcaustin.org

_____ **Annual: Sponsor Eligibility Form** signed by your parish priest, another Catholic priest who knows you, or a deacon who knows you. This is an annual requirement for all sponsors starting in 2018-2019.

_____ **Annual: Sponsor Covenant Form**, one per RCIA candidate or catechumen whom you sponsor. Ideally, you will only sponsor one RCIA candidate or catechumen.

_____ **Annual: Current “approved” EIM status** (Ethics and Integrity in Ministry), <https://www.austindiocese.org/eim>, or equivalent.

_____ **Diocese of Austin:** The Cathedral office can access and verify your EIM status, so a submitted Compliance Verification printout, accessible via eAppsDB, is optional.

_____ **Another diocese or archdiocese:** Please submit a Compliance Verification printout from your diocesan database.

_____ **One-time if relevant: Copy of annulment paperwork** (Diocese of Austin or another Catholic diocese)

_____ **One-time if married: Copy of your marriage certificate**

Modeling Holy Habits: Daily and Weekly Sponsor Duties

_____ **Get to know your candidate/catechumen well enough** that you can be someone who has “known and assisted the candidates and stand as witnesses to the candidate’s moral character, faith, and intention” (RCIA 10).

_____ **Attend Tuesday evening RCIA classes** as much as possible to support your candidate/catechumen.



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_____ **Have weekly contact with your candidate/catechumen** (attending Mass together, email, phone call, meal, etc.). The contact does not have to be long or involved; just plan and initiate the weekly contact, and ensure that it is meaningful.

_____ **Use this process as a way to strengthen your own faith** and living out your life as a Catholic Christian. In other words, pray for and seek out opportunities for you to learn and grow.

_____ **Help your candidate/catechumen become involved in the Cathedral parish and the diocese** as an active, regularly attending parishioner. They will not be eligible for many parish ministries until after they are confirmed (Easter Vigil Mass), but they should be able to learn where God is calling them to serve.

_____ **Inform** Deacon Vince Boyle and/or Cherilyn Young (**RCIA co-directors**) **of any concerns you might have** about your candidate/catechumen, including attendance and any barriers to completing the RCIA process. We will work with you both to try to solve any emerging issues as soon as possible.

RCIA Masses and Other Events

_____ **If you sponsor a catechumen (not baptized with a valid baptism yet)**, attend and support your catechumen at the following:

- _____ **October 2, 2018, 6 pm:** RCIA sponsor training meeting and assigning of sponsors
- _____ **November 3, 2018, 2-5 pm:** RCIA Afternoon Retreat
- _____ **November 4, 2018, 5 pm for 5:30 Mass:** Combined Rite of Acceptance for the Unbaptized and Rite of Welcoming of the Baptized
- _____ **March 10, 2019, 9 am for 9:30 Mass:** Rite of Sending (Cathedral Parish)
- _____ **March 10, 2019, 3:45 for 4:30 liturgy:** Rite of Election (diocesan at St. John Vianney Round Rock)
- _____ **March 12, 2019, 6 pm:** Class Dinner (location TBD), instead of class during spring break/SXSW
- _____ **March 23, 2019, 5 pm for 5:30 Mass:** Mass, First Scrutiny, and Scripture Break
- _____ **March 30, 2019, 12:05 pm:** Mass for the Presentation of the Creed (with Parish)
- _____ **March 31, 2019, 5 pm for 5:30 Mass:** Mass, Second Scrutiny, and Scripture Break
- _____ **April 7, 2019, 11:30 for noon Mass:** Mass, Third Scrutiny, and Scripture Break
- _____ **April 7, 2019, 1:30-5 pm:** All RCIA: Lunch and Day Retreat
- _____ **April 13, 2019, 12:05 pm:** Mass for the Presentation of the Lord's Prayer (with Parish)
- _____ **April 16, 2019, 6 pm:** Music and Liturgy Rehearsal for Easter Vigil
- _____ **April 17, 2019, 6 pm:** Logistics Rehearsal for Easter Vigil in the Cathedral
- _____ **April 20, 2019, 7 pm in Bishops' Hall:** Holy Saturday Preparatory Rites
- _____ **April 20, 2019, 8:30ish pm:** Easter Vigil Mass
- _____ **June 8, 2019, 11:30 am:** All RCIA: Rosary, Mass, and Potluck Celebration of the 2018-2019 RCIA year



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_____ **If you sponsor a Protestant candidate (already baptized with a valid Trinitarian baptism),** attend and support your candidate at the following:

- _____ **October 2, 2018, 6 pm:** RCIA sponsor training meeting and assigning of sponsors
- _____ **November 3, 2018, 2-5 pm:** RCIA Afternoon Retreat
- _____ **November 4, 2018, 5 pm for 5:30 Mass:** Combined Rite of Acceptance for the Unbaptized and Rite of Welcoming of the Baptized
- _____ **February 27, 2019, 6 pm:** RCIA Penitential Rite (Scrutiny) in Preparation for First Confessions, and First Confessions (Sacrament of Reconciliation) for Baptized Candidates
- _____ **March 3, 2019, 5 pm for 5:30 Mass:** Mass for the Reception of Baptized Candidates into the Full Communion of the Church
- _____ **March 12, 2019, 6pm:** Class Dinner (location TBD), instead of class during spring break/SXSW
- _____ **April 7, 2019, 1:30-5 pm:** All RCIA: Lunch and Day Retreat
- _____ **June 8, 2019, 11:30 am:** All RCIA: Rosary, Mass, and Potluck Celebration of the 2018-2019 RCIA year

_____ **If you sponsor a Catholic candidate (already baptized Catholic needing both First Holy Communion and Confirmation),** attend and support your candidate at the following:

- _____ **October 2, 2018, 6 pm:** RCIA sponsor training meeting and assigning of sponsors
- _____ **November 3, 2018, 2-5 pm:** RCIA Afternoon Retreat
- _____ **November 4, 2018, 5 pm for 5:30 Mass:** Combined Rite of Acceptance for the Unbaptized and Rite of Welcoming of the Baptized
- _____ **February 27, 2019, 6 pm:** RCIA Penitential Rite (Scrutiny) in Preparation for First Confessions, and First Confessions (Sacrament of Reconciliation) for Baptized Candidates
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Maintaining Holy Habits: Requirements for the RCIA Year Onward for Everyone

Maintain these holy habits, which might take some time and effort! These holy habits are required unless you are ill, caring for someone else who is ill, or otherwise truly unable to participate:

_____ **Attend Sunday or Saturday Vigil [evening] Mass every week at the Cathedral.** Work toward weekly attendance as a habit. Each Cathedral Mass has its own “personality”, so pick the Mass that is the best fit for you.



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_____ **Attend Mass on all Holy Days of Obligation** during the 2018-2019 year (or the Vigil Mass the night before):

_____ **January 1**, the solemnity of Mary, Mother of God

_____ **Thursday of the Sixth Week of Easter or the Seventh Sunday of Easter**, the solemnity of the Ascension (May 10, 2018 or the following Sunday)

_____ **August 15**, the solemnity of the Assumption of the Blessed Virgin Mary

_____ **November 1**, the solemnity of All Saints

_____ **December 8**, the solemnity of the Immaculate Conception

_____ **December 25**, the solemnity of the Nativity of Our Lord Jesus Christ

_____ Grow in your **habit of daily prayer, Catholic-style**. This could consist of spoken prayers, Liturgy of the Hours prayer sets, reading the daily Bible passages, a daily Rosary, or other typically Catholic prayer forms.

_____ **Develop the habit of contributing financially a regular amount to your parish**. A total of a tithe (10%) to all Catholic Christian ministries is the ideal, but the primary goal is to contribute a nonzero amount on a regular basis.

_____ Develop or maintain the **habit of prayer (“grace”) before meals**, especially in public, if you do not already do it.

_____ **Before all Masses, fast from all food for at least 1 hour before receiving the Eucharist**. Water and medicines are OK. (<http://www.usccb.org/about/public-affairs/backgrounders/structure-and-meaning-of-the-mass-backgroundunder.cfm>)

_____ **On all Fridays**, do one or more of the following. This honors Friday as the day of the week that Jesus Christ died for us (<http://www.usccb.org/prayer-and-worship/liturgical-year/lent/us-bishops-pastoral-statement-on-penance-and-abstinence.cfm>).

_____ **Abstain from eating meat** (fish, dairy, and eggs are OK). This is a traditional Catholic practice.

_____ **Give up something else that would be as meaningful** as abstaining from eating meat is to a meat-eater

_____ **Do something proactively honoring to God** (attend a Mass, volunteering, etc.).

_____ **During Lent: On the Fridays of Lent** if you are age 14 or older: abstain from eating meat (fish, dairy, and eggs are OK)

_____ On **Ash Wednesday** and **Good Friday**, abstain from meat and fast. Required if you are age 18-59 and your health can handle it (optional if older or younger, pregnant, and/or experiencing a prohibitive health condition):

_____ **Abstain from eating meat** (fish, dairy, and eggs are OK)

_____ **Fast**: Defined as 1 healthy meal and 2 optional small meals that do not add up to the size of your 1 healthy meal. Liquids between meals are OK if they are taken only to quench thirst and not substitute for a meal (i.e., no protein shakes, milkshakes, meal replacement beverages, or smoothies)