



**Diocese of Amarillo**  
Diaconate Office

---

12/2015 (Dcn. Westlake, Rev. Perez, Monsignor Colwell)

**-APPLICATION PACKAGE-**

**INSTRUCTIONS FOR ADMISSION**  
**TO THE DEACON FORMATION PROGRAM of 2020**

Thank you for your interest in the Diaconal Ministry for the Diocese of Amarillo. Here is the Application Package that you requested!

Attached hereto are several forms and required documents, which must be received by the Diaconate Office prior to admission to the next Deacon Formation Program. Because of administrative processing and the number of applicants, it behooves each applicant to complete, submit, and make the necessary “document requests” very early in the application process. The applicant is responsible to ensure that “all” documents must be received by the Diaconate Office on or before July 1, 2016.

All forms, applications, documents, and correspondence, etc., are to be addressed as follows: Office of the Diaconate, Diocese of Amarillo, 1800 North Spring, Amarillo, TX 79107; or they may be delivered to the Diocesan Pastoral Center, Diaconate Office, 1800 North Spring, Amarillo, Texas.

On those forms that require additional elaboration to any given question, a separate sheet of paper should be used. Use only one side of the paper - please do not write on the backside.

Please print clearly with black ink. Maintain a 1 inch border left, right, top and bottom. Do not fold application and other documents.

The screening process begins with the receipt of the required paperwork and verification of requirements. You will be kept advised as to your status and the remaining screening phases.

**DOCUMENTATION REQUIRED FOR**  
**ADMISSION TO THE DEACON FORMATION PROGRAM**

- A. **Application** (attached)
- B. **Education Record** (Copy of transcripts from highest educational institution attended)
- C. **Personal Biography** (guide attached)
- D. **Biographical Timeline** (guide attached)
- E. **Baptismal Certificate** (A current copy from the Church where you were baptized. Be certain to ask that it be annotated with information regarding Confirmation, Marriage, etc.)
- F. **Confirmation Certificate** (A current copy from church where you were confirmed)
- G. **Marriage Certificate** (A current copy from the church where you were married.)  
NOTE: If married more than once, copies of all previous marriage documents are needed for yourself and your present spouse.
- H. **Declaration of Nullity** (If there has been a previously recognized Catholic marriage of either spouse, a copy of the nullity must be provided.)
- I. **Wife's Questionnaire** (form attached)
- J. **Letter of recommendation from Pastor** (sample letter attached)
- K. **Assurance of Ministerial Opportunity** (form attached)
- L. **Statement from your physician concerning you physical health**
- M. **Letters of Recommendation from:**
  - 1. Your place of work (supervisor/co-worker attesting to you character)
  - 2. Your Parish Council (attesting to parish support of your candidacy-sample attached)
  - 3. A person other than a relative (attesting to your character)
  - 4. Any and all deacons in your parish (sample letter attached)
- N. **A "Passport-type" photo of yourself and of your spouse**

## **REQUIREMENTS FOR ADMISSION:** 12/2015

- A. The aspirant must be at least 35 years of age at the time of ordination.
- B. The Deacon proclaims the Gospel of the Lord and ministers to others in word, deed, and charity - as such the aspirant must be able to read and write in order to complete the educational requirements of the formation program and to fulfill his ministerial obligations.
- C. The aspirant must have a high school diploma or GED.
- D. The aspirant, if married, must demonstrate evidence of a stable marriage and sound family life. The wife must fully support his entry into the formation program and must be willing herself to attend all weekend sessions.
- E. At least three (3) years must have elapsed since annulment of a previous marriage and/or marriage to present spouse prior to acceptance into the formation program. If applicable, any and all child support payments must be current and/or paid in full.
- F. If divorced and not remarried, must have obtained an annulment prior to acceptance into formation program.
- G. Aspirants must be economically stable and self-sufficient.
- H. At least three (3) years must have elapsed since the aspirant was received into full communion with the Roman Catholic Church prior to acceptance into the formation program.
- I. There should be at least a minimum of one year of significant, responsible and dedicated ministerial service in the parish or institution that sponsors the aspirant.
- J. Each aspirant should have a mature spiritual and prayer life and be able to articulate his spiritual journey.
- K. No impediments (Code of Canon Law 1040-1042) to ordination and/or the possibility of prior behavior, which could prove to be scandalous or harmful to the diocese, aspirant or his family.
- L. Aspirant must be a documented resident and/or citizen of the United States.
- M. The aspirant should be in good health. It is required that he have a physical examination within six months of the application date, and that a report from the examining physician be submitted to the Diaconate Office stating that the aspirant can meet the rigors of formation training and diaconal ministry.
- N. Aspirant must pass a criminal history check.
- O. Aspirant will undergo an extensive psychological evaluation as conducted by a Diocesan approved psychologist (cost covered by the diocese).
- P. Aspirant must have a valid and current Email Address.
- Q. The aspirant and wife must be able to dedicate no less than one full weekend and one evening per month to class attendance; plus time for study, homework, church attendance, parish internship, charitable ministry (10 hours per month), prayer/study group (2 hours per month) and time for other requirements throughout the 4 & 1/2 year formation process in addition to usual family and employment responsibilities. It must be recognized that the formation commitment can and probably will exceed 60 hours per month.

# IRREGULARITIES AND OTHER IMPEDIMENTS

**Can.1040:** Those bound by an impediment are to be barred from the reception of orders. An impediment may be simple; or it may be perpetual, in which case it is called an irregularity. No impediment is contracted which is not contained in the following canons.

**Can.1041:** The following persons are irregular for the reception of orders:

- 1\* one who suffers from any form of insanity, or from any other psychological infirmity, because of which he is, after experts have been consulted, judged incapable of being able to fulfill the ministry;
- 2\* one who has committed the offence of apostasy, heresy or schism;
- 3\* one who has attempted marriage, even a civil marriage, either while himself prevented from entering marriage whether by an existing marriage bond or by a sacred order or by a public and perpetual vow of chastity, or with a woman who is validly married or is obliged by the same vow;
- 4\* one who has committed willful homicide, or one who has actually procured an abortion, and all who have positively cooperated;
- 5\* one who has gravely and maliciously mutilated himself or another, or who has attempted suicide;
- 6\* one who has carried out an act of order which is reserved to those in the order of the episcopate or priesthood, while himself either not possessing that order or being barred from its exercise by some canonical penalty, declared or imposed.

**Can.1042:** The following are simply impeded from receiving orders:

- 1\* a man who has a wife, unless he is lawfully destined for the permanent diaconate;
- 2\* one who exercises an office or administration forbidden to clerics, in accordance with canon 285 and 286, of which he must render an account; the impediment binds until such time as, having relinquished the office and administration and rendered the account, he has been freed;
- 3\* a neophyte, unless, in the judgment of the Ordinary, he has been sufficiently tested.

**Can.1043:** Christ's faithful are bound to reveal, before ordination, to the Ordinary or to the parish priest, such impediments to sacred orders as they may know about.

**Can.1044:** I. The following are irregular for the exercise of orders already received:

- 1\* one who, while bound by an irregularity for the reception of orders, unlawfully received orders;
- 2\* one who committed the offence mentioned in can. 1041, n. 2, if the offence is public
- 3\* one who committed any of the offences mentioned in can. 1041, nn. 3, 4, 5, 6.

II. The following are impeded from the exercise of orders:

- 1\* one who, while bound by an impediment to the reception of orders, unlawfully received orders;
- 2\* one who suffers from insanity or from some other psychological infirmity mentioned in can. 1041, n. 1, until such time as the Ordinary, having consulted an expert, has allowed the exercise of the order in question.

**Can.1045:** Ignorance of irregularities and impediments does not exempt from them.

**Can.1046:** Irregularities and impediments are multiplied if they arise from different causes, not however from the repetition of the same cause, unless it is a question of the irregularity arising from the commission of willful homicide or from having actually procured an abortion. If the fact on which they are based has been brought to the judicial forum, dispensation from all irregularities is reserved to the Apostolic See alone.

**Can.1047:** I. Dispensation from the following irregularities and impediments to the reception of orders is also reserved to the Apostolic See:

- 1\* irregularities arising from the offences mentioned in can. 1041, nn. 2 and 3, if they are public;
- 2\* an irregularity arising from the offence, whether public or occult, mentioned in can. 1041, n. 4;
- 3\* the impediment mentioned in can. 1042, n. 1.

To the Apostolic See is also reserved the dispensation from the irregularities for the exercise of an order received mentioned in can.1041, n.3, but only in public cases, and in n. 4 of the same canon even in occult cases.

The Ordinary can dispense from irregularities and impediments not reserved to the Holy See.

**Can.1048:** In the more urgent occult cases, if the Ordinary or, in the case of the irregularities mentioned in can.1041, nn. 3 and 4, the Penitentiary cannot be approached, and if there is imminent danger of serious harm or loss of reputation, the person who is irregular for the exercise of an order may exercise it. There remains, however, the obligation of his having recourse as soon as possible to the Ordinary or the Penitentiary, without revealing his name, and through a confessor.

**Can.1049:** 1\* In a petition to obtain a dispensation from irregularities or impediments, all irregularities and impediments are to be mentioned. However, a general dispensation is valid also for those omitted in good faith, with the exception of the irregularities mentioned in can. 1041, n. 4, or of others which have been brought to the judicial forum; it is not, however, valid for those concealed in bad faith.

2\* If it is question of an irregularity from willful homicide or from a procured abortion, the number of delicts also must be mentioned for the validity of the dispensation.

3\* A general dispensation from irregularities and impediments to the reception of orders is valid for all order.



**APPLICATION FOR ADMISSION – DEACON FORMATION**

**Personal Information – APPLICANT**

Name: \_\_\_\_\_

Alias, previous name, nick names: \_\_\_\_\_

Wife's Full Name: \_\_\_\_\_ Maiden: \_\_\_\_\_

Residential Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Mailing Address (if different from residential): \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Business Phone: \_\_\_\_\_

Cell Phone: \_\_\_\_\_ E-Mail: \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Place of Birth: \_\_\_\_\_

Social Security #: \_\_\_\_\_ Present Occupation: \_\_\_\_\_

Employer/Address: \_\_\_\_\_

Previous Employers since the year 2006 and the reason for leaving:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Present Parish: \_\_\_\_\_

Pastor's Name: \_\_\_\_\_

**NOTE: Questions with an \* require a response on a separate sheet of paper.**

The following are areas that may be canonical impediments and depending upon the circumstances may or may not preclude acceptance into the Deacon Formation Program and/or disqualify one from the Sacrament of Holy Orders. The questions are very personal and will be treated with the utmost confidentiality by the Deacon Formation Team. If you answer any of questions marked with an \*, please provide full details on a separate sheet of paper. Upon review a confidential interview may be required to determine what steps to take in order to address the impediment or to determine that it constitutes a reason for denial for further consideration. Failure to answer truthfully will constitute grounds for an automatic denial or removal from the deacon formation process. See attached Irregularities and Other Impediments.

1. Have you ever been in a religious order, a seminary or even ordained? \*Yes\_\_\_ No\_\_\_  
If yes explain: \_\_\_\_\_
2. Have you ever applied for entrance into the Diaconate Program in this or any other diocese? \*Yes\_\_\_ No\_\_\_ if yes explain: \_\_\_\_\_
3. Have you ever performed any function that only ordained ministers can perform? \*Yes\_\_\_ No\_\_\_ if yes explain: \_\_\_\_\_
4. Are you engaging in any type of behavior that is unbecoming to the clerical state; that would bring scandal to the Church? \*Yes\_\_\_ No\_\_\_ \*Uncertain\_\_\_  
if yes or uncertain explain: \_\_\_\_\_
5. Are you or have you engaged in any business transaction that could bring scandal to the Church? \*Yes\_\_\_ No\_\_\_ if yes explain: \_\_\_\_\_
6. Has the Church or anyone acting on its behalf ever formally declared you to be an "apostate," "heretic," or "schismatic"? \*Yes\_\_\_ No\_\_\_  
if yes explain: \_\_\_\_\_
7. Have you ever been treated, either outpatient or hospitalized for a diagnosed mental/emotional illness, psychological problems, or some kind of addiction? \*Yes\_\_\_ No\_\_\_ if yes explain: \_\_\_\_\_
8. Have you ever attempted suicide? \*Yes\_\_\_ No\_\_\_ if yes explain: \_\_\_\_\_
9. Have you ever had a problem with alcoholism? \*Yes\_\_\_ No\_\_\_ if yes explain: \_\_\_\_\_
10. Have you ever had a problem or been treated for illegal drugs usage? \*Yes\_\_\_ No\_\_\_  
if yes explain: \_\_\_\_\_

11. Have you ever been convicted of DWI/DUI? \*Yes\_\_\_ No\_\_\_ if yes explain:  
\_\_\_\_\_
12. Do you have any physical disability or health condition, which would restrict your ability to perform ministerial duties? \*Yes\_\_\_ No\_\_\_ if yes explain:  
\_\_\_\_\_
13. Have you ever killed anybody (homicide)? \*Yes\_\_\_ No\_\_\_ if yes explain:  
\_\_\_\_\_
14. Have you ever performed, financed, encouraged, transported, or been directly involved in any way with an abortion? \*Yes\_\_\_ No\_\_\_ if yes explain:  
\_\_\_\_\_
15. If you are presently married, is your marriage recognized as valid in the Catholic Church? (Married in a Catholic Church following the canonical form of marriage, or convalidated through a ceremony or radical sanation, or granted a dispensation) Yes\_\_\_ \*No\_\_\_ if no explain: \_\_\_\_\_
16. Regarding you current marriage, were you and your wife married civilly prior to your marriage in the Catholic Church? \*Yes\_\_\_ No\_\_\_ if yes explain:  
\_\_\_\_\_
17. Have you been married (any type of marriage including common law, civil, in another church, etc.) to someone other than your current wife? \*Yes\_\_\_ No\_\_\_ if yes explain:  
\_\_\_\_\_
18. If you were previously married, was a declaration of nullity (annulment) granted by the Church? \*Yes\_\_\_ No\_\_\_ Not applicable\_\_\_ if yes explain:  
\_\_\_\_\_
19. Have you ever been arrested and/or convicted of a felon? \*Yes\_\_\_ No\_\_\_ if yes explain: \_\_\_\_\_
20. Have you ever been accused of any type of sexually inappropriate behavior? \*Yes\_\_\_ No\_\_\_ if yes explain: \_\_\_\_\_
21. Are You a Citizen of the United States? Yes\_\_\_ \*No\_\_\_ (If "NO", please explain immigration status on a separate sheet of paper) \_\_\_\_\_
22. Have you ever been sued? \*Yes\_\_\_ No\_\_\_ if yes explain:  
\_\_\_\_\_

## EDUCATIONAL INFORMATION

23. High School completed? Yes\_\_\_ No\_\_\_  
If NO, - G.E.D\_\_\_ or number of Grades completed: \_\_\_  
Name/Location of High School: \_\_\_\_\_
- a. Name/Location of University: \_\_\_\_\_  
Degree: \_\_\_\_\_ Date: \_\_\_\_\_ Major: \_\_\_\_\_ Credits: \_\_\_\_\_
- b. Name/Location of University: \_\_\_\_\_  
Degree: \_\_\_\_\_ Date: \_\_\_\_\_ Major: \_\_\_\_\_ Credits: \_\_\_\_\_
- c. Other Colleges Attended                      Dates                      Course                      No. of Credits
- |  |  |  |  |
|--|--|--|--|
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

## MARRIAGE

24. Single\_\_\_ Married\_\_\_ Widowed\_\_\_ \*Separated\_\_\_ \*Divorced\_\_\_  
If separated or divorced explain: \_\_\_\_\_  
\_\_\_\_\_
25. If Married:  
This is my first\_\_\_ \*second\_\_\_ \*third marriage\_\_\_ if second or third marriages explain:  
\_\_\_\_\_  
\_\_\_\_\_
26. Are there any Civil Marriages or marriages outside of the Catholic Church?  
\*Yes\_\_\_ No\_\_\_ If yes explain: \_\_\_\_\_  
Date and Location of Marriage Ceremony(s) \_\_\_\_\_
27. If Married:  
Wife's Name (including maiden) \_\_\_\_\_
28. Her Date of Birth \_\_\_\_\_ Her Place of Birth \_\_\_\_\_
29. Is wife a Roman Catholic? Yes\_\_\_ No\_\_\_ How long has she been a Roman Catholic? \_\_\_
30. If applicable, when and where was she brought into communion with the Catholic Church?  
\_\_\_\_\_
31. If applicable, what was/is her religious affiliation? \_\_\_\_\_

32. Have you discussed the diaconal ministry with your wife? Yes\_\_\_ No\_\_\_ If no, when are you going to inform her? \_\_\_\_\_
33. Is she aware that she will have to attend all deacon formation classes? Yes\_\_\_ \*No\_\_\_ if no explain: \_\_\_\_\_
34. Is she aware as to the time commitment required during deacon formation? Yes\_\_\_ \*No\_\_\_ if no explain: \_\_\_\_\_
35. Does your wife understand the obligation you are making to the Church; yearlong and especially during the Holy seasons of Christmas and the Easter/Paschal Triduum? Yes\_\_\_ \*No\_\_\_ if no explain: \_\_\_\_\_
36. Is she in full support of your entry into the diaconal ministry? Yes\_\_\_ \*No\_\_\_ if no explain: \_\_\_\_\_
37. Has she ever been in a religious order? \*Yes\_\_\_ No\_\_\_ if yes explain: \_\_\_\_\_
38. Has she engaged in any type of behavior that would bring scandal to the Church? \*Yes\_\_\_ No\_\_\_ \*Uncertain\_\_\_ if yes or uncertain explain: \_\_\_\_\_
39. Has the Church or anyone acting on its behalf ever formally declared her to be an "apostate," "heretic," or "schismatic"? \*Yes\_\_\_ No\_\_\_ if yes explain: \_\_\_\_\_
40. Has she ever been treated, either outpatient or hospitalized for a diagnosed mental/emotional illness or some kind of addiction? \*Yes\_\_\_ No\_\_\_ if yes explain: \_\_\_\_\_
41. Has she ever had a problem with alcoholism or substance abuse? \*Yes\_\_\_ No\_\_\_ if yes explain: \_\_\_\_\_
42. Has she ever had, performed, financed, encouraged, transported, or been directly involved in an abortion? \*Yes\_\_\_ No\_\_\_ if yes explain: \_\_\_\_\_
43. Has she ever been married (any type of marriage including common law, civil, in another church, etc.) to someone other than you? \*Yes\_\_\_ No\_\_\_ if yes explain: \_\_\_\_\_

44. If she was married previously, was a declaration of nullity (annulment) granted by the Church? \*Yes\_\_\_ \*No\_\_\_ Not applicable\_\_\_ Explain: \_\_\_\_\_  
\_\_\_\_\_

45. Has she ever been arrested and/or convicted of a felony? \*Yes\_\_\_ No\_\_\_ if yes explain: \_\_\_\_\_  
\_\_\_\_\_

46. Is she a Citizen of the United States? Yes\_\_\_ \*No\_\_\_ (If "NO", please explain immigration status on a separate sheet of paper) \_\_\_\_\_  
\_\_\_\_\_

**CHILDREN/FAMILY**

47. I have \_\_\_\_\_ children, and their dates of birth and school status are as follows:

NAME	GENDER	DATE OF BIRTH	GRADE/STATUS
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

48. The number of persons financially dependent upon you other than the persons mentioned above includes:

NAME	RELATIONSHIP
_____	_____
_____	_____
_____	_____

49. Are you required to make any child support payments? Yes\_\_\_ No\_\_\_ Not Applicable\_\_\_  
If YES, are you current on any and all child support payments? Yes\_\_\_ \*No\_\_\_ (If NO, please explain on a separate sheet of paper.) \_\_\_\_\_  
\_\_\_\_\_

50. Are there any children from previous relationships that you have failed to pay or offer child support? \*Yes\_\_\_ No\_\_\_ if yes explain: \_\_\_\_\_  
\_\_\_\_\_

**RELIGIOUS INFORMATION**

51. Date and Place of Baptism \_\_\_\_\_

52. Were you baptized in the Roman Catholic Church? Yes\_\_\_ No\_\_\_

53. When and where were you confirmed? \_\_\_\_\_

54. If you have not always been a Roman Catholic, when and where were you brought into full communion with the Roman Catholic Church? \_\_\_\_\_

55. If you were baptized in the Catholic Church or received into it, have you ever left the Catholic Church to join another church or religion? \*Yes\_\_\_ No\_\_\_ if yes explain:

\_\_\_\_\_

56. Please briefly discuss your previous denominational and/or Catholic background:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

### **MISCELLANEOUS: MINISTRIES/TRAINING/ INSIGHT**

57. List any special training or experiences, which you believe, can be applied to diaconal ministry: (e.g. on-the-job experience, workshops, training seminars, in-service courses, conferences, etc.) \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

58. List your current parish/church activities/ministries: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

59. List your participation in secular activities: (for example civic organizations, community groups, political positions, etc.) \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

60. Are you or have you ever been a member of the Masons? \*Yes\_\_\_ No\_\_\_ if yes explain:

\_\_\_\_\_

61. How many evenings do you spend away from your family in an average month as a result of employment, ministry, recreation, etc.? \_\_\_\_\_
62. Are you ready, willing, and able to dedicate up to 60 hours per month (includes overnight hours during the weekend, classroom, prayer/study group, charitable ministry and parish internship) to deacon formation? \_\_\_\_\_
63. How many hours can you reasonably dedicate to the diaconal ministry?  
Per week \_\_\_\_ /per month \_\_\_\_
64. Considering the above, will the time you devote to the diaconate (pre/post ordination) affect your relationship with your wife and family? Yes\_\_\_ No\_\_\_  
Explain why or why not: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
65. Will the time you will devote to the diaconate affect your job and detract from your ability to provide financial stability for yourself and your family? Yes\_\_\_ No\_\_\_ If YES explain:  
\_\_\_\_\_  
\_\_\_\_\_
66. Do you understand that the Diaconal Ministry usually does not offer any financial benefits other than possible I.R.S. tax deductions? Yes\_\_\_ No\_\_\_
67. Do you understand the obligation you are making to the Church, yearlong and especially during the Christmas and Holy (Paschal Triduum) Week? Yes\_\_\_ No\_\_\_  
Explain your yes or no answer: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
68. Do you have regular contact with Roman Catholic priests? Yes\_\_\_ No\_\_\_  
Who are they and are they encouraging you to enter the diaconate?  
\_\_\_\_\_
69. Do you have regular contact with Roman Catholic permanent deacons? Yes\_\_\_ No\_\_\_  
Who are they and are they encouraging you to enter the diaconate?  
\_\_\_\_\_
70. If you are NOT MARRIED, do you have a clear understanding of the commitment to celibacy you will assume upon ordination? Explain your understanding: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

71. If you are MARRIED, what is your understanding of the impact on a married deacon should he become separated, divorced, or widowed? Explain you understanding: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

72. List the languages that you speak, read, or write and the level (0 (lowest) - 5 (highest)) of fluency: \_\_\_\_\_

73. List any and all Facebook Accounts under your control: \_\_\_\_\_  
\_\_\_\_\_

74. Does the Diocese have permission to view you Facebook Accounts? Yes\_\_\_ No\_\_\_  
if no, why not? \_\_\_\_\_

75. Please provide passwords and log-in information for the above accounts or to the No  
response: \_\_\_\_\_  
\_\_\_\_\_

76. Military Service - branch, rank, dates, type of discharge: \_\_\_\_\_  
\_\_\_\_\_

**I do hereby state that all of the information contained herein is true and accurate.**

Signature: \_\_\_\_\_

Date: \_\_\_\_\_



**APPLICATION FOR ADMISSION – DEACON FORMATION**

**Personal Information – WIFE**

Full Name: \_\_\_\_\_ Maiden: \_\_\_\_\_

Date of Birth \_\_\_\_\_ Place of Birth \_\_\_\_\_

Are you a Roman Catholic? Yes\_\_\_ No\_\_\_

How long have you been a Roman Catholic? \_\_\_\_\_

If you have not always been a Roman Catholic, when and where were you brought into full communion with the Catholic Church? \_\_\_\_\_

If you are not Catholic, what is your religious affiliation? \_\_\_\_\_

Please briefly discuss your religious and spiritual background:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**NOTE: Questions with an \* require a response on a separate sheet of paper.**

The following are areas that may be canonical impediments and depending upon the circumstances may or may not preclude your husband's acceptance into the Deacon Formation Program and/or disqualify him from the Sacrament of Holy Orders. The questions are very personal and will be treated with the utmost confidentiality by the Deacon Formation Team. If you answer any of questions marked with an \*, please provide full details on a separate sheet of paper. Upon review a confidential interview may be required to determine what steps to take in order to address the impediment or to determine that it constitutes a reason for denial for further consideration. Failure to answer truthfully will constitute grounds for an automatic denial or removal from the deacon formation process.

1. Has your husband discussed the diaconal ministry with you? Yes\_\_\_ No\_\_\_  
If no, when will you discuss it with him? \_\_\_\_\_
2. Are you aware that you will have to attend all deacon formation classes? Yes\_\_\_ \*No\_\_\_  
if no explain: \_\_\_\_\_
3. Are you willing and able to attend all deacon formation classes? Yes\_\_\_ \*No\_\_\_  
if no explain: \_\_\_\_\_

4. If you are not Catholic, will you be comfortable spending considerable time in the deacon formation class with a Catholic majority? Yes\_\_\_ \*No\_\_\_ if no explain: \_\_\_\_\_  
\_\_\_\_\_
5. Are you aware as to the time commitment required during deacon formation? Yes\_\_\_ \*No\_\_\_ if no explain: \_\_\_\_\_
6. Do you understand the obligation you are making to the Church, yearlong and especially during the holy seasons of Christmas and the Easter/Triduum? Yes\_\_\_ \*No\_\_\_ if no explain: \_\_\_\_\_
7. Are you in full support of his entry into the diaconal ministry? Yes\_\_\_ \*No\_\_\_ If no explain: \_\_\_\_\_
8. Have you ever been in a religious order? \*Yes\_\_\_ No\_\_\_ if yes explain: \_\_\_\_\_  
\_\_\_\_\_
9. Has your husband ever been in a religious order, a seminary or even ordained? \*Yes\_\_\_ No\_\_\_ if yes explain: \_\_\_\_\_
10. Have you engaged in any type of behavior that would bring scandal to the Church? \*Yes\_\_\_ No\_\_\_ \*Uncertain\_\_\_ if yes or uncertain explain: \_\_\_\_\_  
\_\_\_\_\_
11. Has your husband ever engaged in any type of behavior that would bring scandal to the Church? \*Yes\_\_\_ No\_\_\_ \*Uncertain\_\_\_ if yes or uncertain explain: \_\_\_\_\_  
\_\_\_\_\_
12. Has the Church or anyone acting on its behalf ever formally declared you to be an "apostate," "heretic," or "schismatic"? \*Yes\_\_\_ No\_\_\_ If yes explain: \_\_\_\_\_  
\_\_\_\_\_
13. Has the Church or anyone acting on its behalf ever formally declared your husband to be an "apostate," "heretic," or "schismatic"? \*Yes\_\_\_ \*No\_\_\_ explain: \_\_\_\_\_  
\_\_\_\_\_
14. Have you ever been treated, either outpatient or hospitalized for a diagnosed mental/emotional illness or some kind of addiction? \*Yes\_\_\_ No\_\_\_ if yes explain: \_\_\_\_\_  
\_\_\_\_\_
15. Has he ever been treated, either outpatient or hospitalized for a diagnosed mental/emotional illness or some kind of addiction? \*Yes\_\_\_ No\_\_\_ if yes explain: \_\_\_\_\_  
\_\_\_\_\_

16. Have you ever attempted suicide? \*Yes\_\_\_ No\_\_\_ if yes explain: \_\_\_\_\_  
\_\_\_\_\_
17. Has he ever attempted suicide? \*Yes\_\_\_ No\_\_\_ if yes explain: \_\_\_\_\_  
\_\_\_\_\_
18. Have you ever had a problem with alcoholism or substance abuse? \*Yes\_\_\_ No\_\_\_ if yes explain: \_\_\_\_\_
19. Has he ever had a problem with alcoholism or substance abuse? \*Yes\_\_\_ No\_\_\_ if yes explain: \_\_\_\_\_
20. Have you ever been convicted of DWI/DUI? \*Yes\_\_\_ No\_\_\_ if yes explain: \_\_\_\_\_  
\_\_\_\_\_
21. Has he ever been convicted of DWI/DUI? \*Yes\_\_\_ No\_\_\_ if yes explain: \_\_\_\_\_  
\_\_\_\_\_
22. Have you ever had, performed, financed, encouraged, transported, or been directly involved in an abortion? \*Yes\_\_\_ No\_\_\_ if yes explain: \_\_\_\_\_  
\_\_\_\_\_
23. Has he ever performed, financed, encouraged, transported, or been directly involved in an abortion? \*Yes\_\_\_ No\_\_\_ if yes explain: \_\_\_\_\_  
\_\_\_\_\_
24. This is my first\_\_\_ \*second\_\_\_ \*third marriage\_\_\_ if second or third marriages explain: \_\_\_\_\_  
\_\_\_\_\_
25. Have you ever been married (any type of marriage including common law, civil, in another church, etc.) to someone other than your current husband? \*Yes\_\_\_ No\_\_\_ if yes explain: \_\_\_\_\_
26. Has he ever been married (any type of marriage including common law, civil, in another church, etc.) to someone other than you? \*Yes\_\_\_ No\_\_\_ if yes explain: \_\_\_\_\_  
\_\_\_\_\_
27. If you were married previously, was a declaration of nullity (annulment) granted by the Church? \*Yes\_\_\_ \*No\_\_\_ Not applicable\_\_\_ explain: \_\_\_\_\_  
\_\_\_\_\_

28. If he was married previously, was a declaration of nullity (annulment) granted by the Church? \*Yes\_\_\_ \*No\_\_\_ Not applicable\_\_\_ explain: \_\_\_\_\_  
\_\_\_\_\_

29. Is your husband required to make any child support payments? Yes\_\_\_ No\_\_\_  
If YES is he current on any and all child support payments? Yes\_\_\_ \*No\_\_\_  
if no explain: \_\_\_\_\_

Are there any children from previous relationships that he has failed to pay or offer child support? \*Yes\_\_\_ No\_\_\_ if yes explain: \_\_\_\_\_

30. Are you required to make any child support payments? Yes\_\_\_ No\_\_\_ N/A\_\_\_  
If required, are you current on any and all child support payments? Yes\_\_\_ \*No\_\_\_  
if no explain: \_\_\_\_\_

Are there any children from previous relationships that you have failed to pay or offer child support? \*Yes\_\_\_ No\_\_\_ if yes explain: \_\_\_\_\_

31. Have you ever been arrested and/or convicted of a felony? \*Yes\_\_\_ No\_\_\_  
if yes explain: \_\_\_\_\_

32. Has he ever been arrested and/or convicted of a felony? \*Yes\_\_\_ No\_\_\_ if yes explain: \_\_\_\_\_  
\_\_\_\_\_

33. Are you a Citizen of the United States? Yes\_\_\_ \*No\_\_\_ (If "NO", please explain immigration status on a separate sheet of paper) \_\_\_\_\_  
\_\_\_\_\_

34. Is he a Citizen of the United States? Yes\_\_\_ \*No\_\_\_ (If "NO", please explain immigration status on a separate sheet of paper) \_\_\_\_\_  
\_\_\_\_\_

35. Does he have Facebook accounts? \*Yes\_\_\_ No\_\_\_ If yes please provide accounts  
\_\_\_\_\_  
\_\_\_\_\_

**I do hereby state that all of the information contained herein is true and accurate.**

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**DEACON ASPIRANT'S**  
**GUIDE FOR PERSONAL BIOGRAPHY** 12/2015

A typed autobiography is required of all aspirants who are seeking entry into the next deacon formation class. It should be a concise, as well as inclusive, account of your spiritual development, family life, and the reason you seek entry into the diaconate. This is your chance to best present yourself in a written format. The formation team will be provided with your full application including this biography. You are encouraged to write with whole heart, mind, and spirit. Include, but do not limit your response to the following (in whatever order you deem appropriate):

Why do you want to be a deacon?

Explain your understanding of diaconal ministry.

Why should the diocese of Amarillo accept you into the diaconate?

Your strong points

Your weak points

Your relationship with your wife:

Stable

Loving

Pray together

How your wife feels about your future in diaconal ministry?

Your family relationships (children, grandchildren, parents, etc.):

Stable

Loving

Family prayer

How does the family feel about your future in diaconal ministry?

Explain your understanding of time allocation to:

God, Family, Job, Church

Discuss your spiritual journey - your spiritual growth and how you will be able to apply it to diaconal ministry.

Discuss your academic/intellectual background and how you will be able to apply it to diaconal ministry.

Describe your current ministries.

Describe those ministries you would like to develop in the future.

Explain your current relationship with the bishop, pastor, priests, deacons, the parish community, and to your other ministries, etc.

Explain your current employment situation and how it may affect your diaconal formation/ministry.







**PASTOR'S LETTER OF RECOMMENDATION**  
**FOR DEACON ASPIRANT** 12/2015

Dear Father,

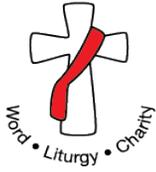
In order to ensure that the diocese receives the best possible deacon aspirants, there is a great reliance placed upon both your initial recommendation, as well as your ongoing evaluations during his diaconal formation. While the formation team will screen the aspirants throughout the formation period, your input is very important and carries great influence. The man you recommend for entry into the program may very well be ordained not just unto the diocese but possibly to your parish as well. It behooves each pastor to prayerfully, carefully, and objectively consider each recommendation to the diaconate. When writing the letter of recommendation, please include answers to the following questions:

1. Have you encouraged the aspirant to the possibility of diaconal ministry and discussed with him the requirements, commitment, and impediments, if any?
2. How long have you known the applicant and in what capacity?
3. Describe applicant's Christian walk and spiritual maturity.
4. What church and community activities are the aspirant involved in and in what capacity?
5. Why do you believe that this man would be an asset to the diaconate?
6. Do you believe that his circumstances are such that he will be able to exercise his ministry?
7. How do the people of your parish community respond to this individual's desire to enter the deacon formation program? Would they welcome and affirm his ministry?
8. Do you believe that his temperament is proper for diaconal ministry?
9. Do you believe that he has the intellectual capacity to complete the diaconal formation program?
10. What do you know of the applicant's employment and family situation that may help or hinder him in this process?
11. Is there anything that you're aware of that may hinder him or prevent him from completing the formation process?

12. Are you willing to promote and encourage the applicant's formation by providing opportunities to minister in your parish through word, liturgy, and charity during the course of his training?
13. Do you fully support his "possible" ordination into the Diaconate, as an ordained clergy member subject to the rights, privileges, responsibilities, and facilities thereof?
14. Have you discussed the diaconal ministry with the aspirant's wife? Is she willing to make the commitment?
15. Any other pertinent information or comments?

**Please note: If the questions cannot be answered on personal knowledge, please indicate.**





**DEACON'S LETTER OF RECOMMENDATION**  
**FOR DEACON APPLICANT** 12/2015

Dear Deacon,

In order to ensure that the diocese receives the best possible deacon applicants, there is a great reliance placed upon your recommendation. While the formation team will screen the applicants throughout the formation period, your input, especially from the perspective of a deacon, is very important and carries great influence. The man you recommend for entry into the program may very well be ordained a deacon for the diocese and possibly for your parish as your co-worker. He will represent the permanent Diaconate. It behooves each deacon to prayerfully, carefully, and objectively consider each recommendation to the Diaconate. Furthermore each Deacon, by virtue of his diaconal office, is responsible for keeping the Diaconate Office informed of the aspirant's progress. When writing the letter of recommendation for an applicant to the deacon formation program, please include answers to the following questions:

1. How long have you known the applicant and in what capacity?
2. Describe applicant's Christian walk and spiritual maturity.
3. What church and community activities has the applicant been involved in and in what capacity?
4. What do you know of the applicant's family situation that may help or hinder him in this process?
5. Why do you believe that this man would be an asset to the Diaconate?
6. If married, do you believe his wife will be an asset to his formation and ministry?
7. Do you believe that his circumstances are such that he will be able to exercise his ministry?
8. How do the people of your parish community respond to this individual's desire to enter the deacon formation program? Would they welcome and affirm his ministry?
9. Do you believe that his temperament is proper for diaconal ministry through Word, Liturgy and Charity?
10. Do you believe that he has the intellectual capacity to complete the diaconal formation program?

11. Is there anything that your aware of that may hinder him or prevent him from completing the formation process?
12. Are you willing to promote and encourage the applicant's formation?
13. Do you fully support his "possible" ordination into the Diaconate, as an ordained clergy member subject to the rights, privileges, responsibilities, and facilities thereof?
14. Has he expressed on-going interest in the Diaconate or is this interest somewhat recent?
15. Any other pertinent information or comments?

**Please note: If the questions cannot be answered on personal knowledge, please indicate.**



**SAMPLE LETTER OF RECOMMENDATION FOR  
DEACON APPLICANT - PARISH COUNCIL**

In writing a letter of recommendation for a candidate to the permanent diaconate program, please answer to the following questions:

1. Please discuss why the pastoral council believes the applicant should be ordained to the office of deacon? What qualities does he possess that lead you to believe he is being called to the diaconate?
2. Please discuss the ways in which the applicant has exercised his baptismal ministry in the context of your parish?
3. Do you believe the parish will accept & support the applicant's ministry as a deacon should he be ordained?
4. Do you have any reservations about the applicant's desire to enter the diaconal formation program at this time?