



CATHEDRAL OF SAINT MARY OF THE ASSUMPTION

OFFICE OF RELIGIOUS EDUCATION

RCIA – Checklist and Due Dates

Welcome to Cathedral of Saint Mary of the Assumption - Confirmation Program! Thank you for making the decision to prepare for Confirmation. Below you will find a checklist of the forms and assignments along with the due dates. All forms and assignments must be completed and submitted to the Office of Religious Education on or before the deadlines provided.

SUBMITTED	FORM / ASSIGNMENT	DUE DATE
<input type="checkbox"/>	Parent's Volunteer Form	November 5, 2015
<input type="checkbox"/>	Saint Report	February 4, 2016
<input type="checkbox"/>	Sponsor Form	February 4, 2016
<input type="checkbox"/>	Final Agreement Form	February 4, 2016
<input type="checkbox"/>	Community Service Project (15 hours)	March 3, 2016
<input type="checkbox"/>	Letter to Monsignor	March 3, 2016
<input type="checkbox"/>	Retreat Permission Slip / Personal Letters	February 18, 2016
<input type="checkbox"/>	Journal (In class project)	TBD

Guidelines for Reports:

- BE CREATIVE when writing your reports. Remember that copying directly from a source is considered plagiarism and illegal. It is best to be original.
- Be prepared to cite resources if requested.
- Reports can be hand written or typed and should be formatted as follows:

TYPED REPORT		WRITTEN	
Margins:	1"	Page size:	Standard 8.5x11 at a minimum
Font:	Times New Roman	Ink color:	Blue or black
Font size:	10 to 12	Line spacing:	1 line between paragraphs only
Line spacing:	1.5		