



Archdiocese of Galveston-Houston

Office of Worship

*David Wood, Director
Sandy Higgins, Associate Director
Dr. Rick Lopez, Associate Director*

Instituted Acolyte Checklist

Name of Candidate: _____

Parish: _____

- Certificate of Baptism
- Certificate of Confirmation
- Certificate of Marriage Check here if not married
- Background Check authorization form
- Volunteer Code of Conduct form
- Completed petition signed by candidate and pastor
- Parish seal affixed to petition
- Letter from the Pastor explaining the need and numbers of acolytes desired for the parish.

- Virtus completed Date: _____
(www.virtus.org to register for training if necessary)
- Requirements/Duties of Acolyte given to candidate
- Copy all paperwork kept for parish records

- Send completed package (**Originals only** – No copies) to the Office of Worship

Once all requirements have been fulfilled and a group of candidates is ready for training, the Office of Worship will notify pastors and candidates of training dates and locations. Training can typically be arranged during each three or four month period.

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