

LEVEL 1 CATECHIST CERTIFICATE CHECKLIST

Thank you for responding the call of the Lord to CATECHETICAL MINISTRY, the first step towards fulfilling God’s will for you. The next step is for you to commit yourself to grow into an effective catechist, and asset for the Church. The urgency of the Gospel requires all catechists to constant and systematic theological, pedagogical, and spiritual formation and growth.

To guide you in this process **The Archdiocesan Office of Evangelization and Catechesis** will provide you with resources, consultation, materials, and training. We are just one phone call or email away. We have designed a path for you to follow that is organized in three milestones or levels. **THIS CHECKLIST WILL HELP YOU KEEP TRACK AND RECORD OF THE FIRST MILESTONE OR LEVEL IN YOUR GROWTH IN THE CATECHETICAL MINISTRY.** To be awarded catechist certificate level one you must complete the following checklist:

THEOLOGICAL FORMATION (what we teach)		
Complete any one full semester of Formation Toward Christian Ministry Search CAPERNAUM with FTCM to register for current/future offerings		
✓	<i>In this space write down each one of the three courses that make 1 semester. Only mark it "checked" when you have made up any missed sessions.</i>	<i>In this column note if you completed all 5 sessions.</i>
Your Archdiocesan consultant for this formation area is BRIAN GARCIA-LUENSE: 713-741-8795 / bgarcia-luense@archgh.org		

SPIRITUAL FORMATION (processing theological learning)		
Complete the Day of Reflection for the semester of Formation Toward Christian Ministry that you take		
✓	<i>Write here the title of the Day of Reflection corresponding to the FTCM semester that you took.</i>	<i>In this column note if you completed the day of reflection.</i>
Your Archdiocesan consultant for this formation area is BRIAN GARCIA-LUENSE: 713-741-8795 / bgarcia-luense@archgh.org		

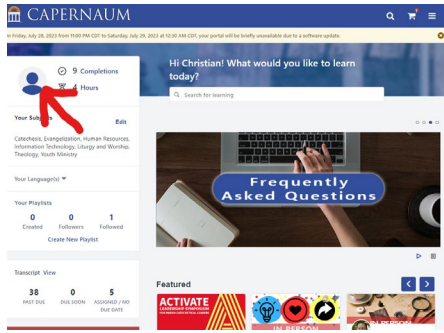
PEDAGOGICAL FORMATION (how we teach)		
Complete any three Catechetical Modules Search CAPERNAUM with MODULES to register for current/future offerings		
✓	<i>In this space write down each one of the three modules you took</i>	<i>In this column note if you completed the module.</i>
Your Archdiocesan consultant for this formation area is MIGUEL A. VENCES: 713-741-8797 / mvences@archgh.org		

**CHECK THE BACK OF THIS CARD FOR INSTRUCTIONS
TO PRINT YOUR CAPERNAUM TRANSCRIPT AND BEGIN FILLING OUT THIS FORM**

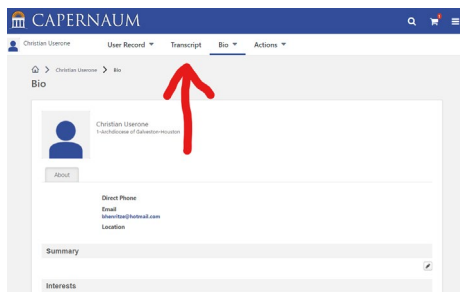
Once you have COMPLETED all these formation events, contact the office of evangelization and catechesis to request that your CATECHIST CERTIFICATE LEVEL 1 BE AWARDED.

HOW TO VIEW/PRINT YOUR CAPERNAUM TRANSCRIPT TO BEGIN FILLING OUT YOUR CHECKLIST

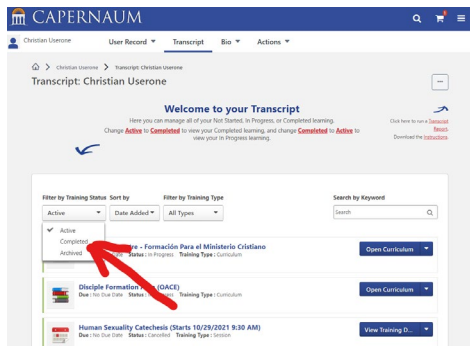
1. Log into your CAPERNAUM ACCOUNT and click the picture icon:



2. Click on TRANSCRIPT



3. Select COMPLETED instead of ACTIVE



4. Click on the three dots and select PRINT TRANSCRIPT

