

not married in the church, they cannot be a godparent. If they are interested in having a sacramental marriage, encourage them to contact the parish sister, Sr. Nancy Uhl, to discuss their options of starting this process.

**NOTE:** If the couple is currently in the process of having a sacramental marriage (*already in preparation, and under spiritual guidance with a priest or deacon*) they are eligible to be godparents.

***Who is supposed to attend the Baptismal Catechesis?***

Both Parents and Godparents/Christian Witness are required to attend a Baptismal Catechesis class. The Baptismal Registration Form must be completed by the first Tuesday of the month and will be reviewed by one of our clergy members. You may be contacted for further information. After *all* registration requirements are completed you will be assigned a Baptismal catechesis class date. We ask that no children attend the class as it may cause disruptions and can prolong the class (however some exceptions can be made). **Please be on time to class!**

Our Baptismal class is only held once a month on every second Tuesday of the month beginning at 7:30 pm in the Conference Room.

***What if my baptism is taking place at another parish?***

If your child is being baptized elsewhere and you just wish to take our Baptismal catechesis class, there is a \$25.00 material fee per family. This includes our Baptismal Booklet and an Attendance certificate. Please be sure to receive your certificate at the end of the night from the instructor.

***What if my sponsors cannot attend the class?***

Godparents who are unable to attend our class should attend a baptismal class at another parish. Once they have attended and received their certificate of attendance, please give the certificate to the Parish Center as proof of attendance.

***What if I want a Private Baptism?***

The Catholic faith is a very community oriented setting of faith, therefore group baptisms are strongly encouraged. If you would like a private baptism, you must fill out a request form from the Parish Center, have a deacon or priest sign this form, and submit it to the Parish Center so it may be approved by the pastor and scheduled on the church calendar. Private baptisms have a fee of \$150.

***What if I took the Baptismal Class already, how long is the Certificate valid?***

Your Baptismal catechesis certificate is valid for two years. If this is your case, please contact the Parish Center for further information about what you need to do to schedule your Baptism.

***What if I am not a registered Parishioner at this parish?***

To have a child baptized here at St. Louise, the family does not need to be registered, however, you will need a Letter of Permission from your parish or the parish within your boundaries in order to baptize your child at here at St. Louise.

***What time do we need to be in the church on the day of the Baptism?***

On the day of your scheduled Baptism, please arrive 20 minutes prior to the scheduled time.

***When will I receive my child's baptismal certificate?***

The Baptismal Certificate will be mailed to the address listed on the Baptismal Registration Form as soon as possible after the baptism.



**Baptismal Guidelines**

*(For infants or children under age 7)*

**Check list of items for Baptismal Registration:**

Letter of Permission, if needed

Copy of Child's Original Birth Certificate

Class Material Fee of \$25.00

Received donation for the Church or donation envelope

Date, Time, and Location of Baptismal Class: \_\_\_\_\_

Date and Time of Your Child's Baptism: \_\_\_\_\_

***I have Read and Understand the Baptismal Guidelines***

Signature

Relationship to child

Date



*"All power in heaven and earth  
has been given to me.  
Go therefore and make disciples  
of all nations,  
baptizing them in the name of  
the Father,  
and of the Son  
and of the Holy Spirit."*

(Matthew 28: 18-19)

Welcome to St. Louise de Marillac Catholic Community! We want to congratulate you on this upcoming Sacramental event you are taking for your child(ren). It is a grace-filled moment for your family and for our entire faith community!

The pastoral staff and baptismal team desire to help make this occasion meaningful for you, your family, and friends. If you are not already a registered parishioner we invite you to register while you are here. We would love to have you pray and worship with us as your child(ren) begin this new faith journey into the Catholic Church!

St. Louise de Marillac Catholic Church  
1720 E. Covina Blvd  
Covina, CA 91724  
(626) 915-7873



### ***How can I schedule for a Baptism at St. Louise?***

Before you can reserve a baptismal date, you must fulfill the following criteria:

- I. **Only parents** may fill out the registration form. Please come to the Parish Center during office hours to fill out the Baptismal Registration Form.
- II. If the parents reside outside of the boundaries or are not registered parishioners, they must obtain a letter of permission from the parish they live within the boundaries of and bring it with them at the time of registration.
- III. Turn in the necessary documents: Child's original birth (or hospital) certificate (A copy will be made of it & original returned to you).
- IV. There is a fee of \$25.00 per child due on the date of your registration (to assist with the costs for the class and book).
- V. Parents, Godparents/Christian witnesses must attend a Baptismal Catechesis class.

**Note:** *Once the registration form has been completed and ALL necessary documents have been turned in, you will be scheduled for your Baptismal class date.*

### ***What are the guidelines for choosing my Godparents?***

As you decide on who you will choose as your child's godparents please keep in mind the following requirements:

Godparents must be at least 16 years of age, **and** have received all of their Sacraments of Initiation (Baptism, First Communion and Confirmation) "**NO EXCEPTIONS**".

If Godparents are married, they must have been married in the Catholic Church. If they are single, they are not cohabitating. A godparent must be a *practicing* Catholic.

### ***How many Sponsors can I have?***

You are only *required* to have one godparent—you may have two and they must be a male and a female.

Godparent(s) must lead a life "in harmony with the Catholic faith and the role to be undertaken". They must be someone other than the child's parents.

### ***Does my sponsor have to be Catholic?***

Yes, the requirements under church law for being a godparent is having celebrated Baptism, Eucharist, and Confirmation in the Catholic Church. Our church sees the godparent as a relative or friend who encourages wholesome Catholic Christian behavior. The godparent represents the community into which the child is being baptized and helps the child grow in the faith community. For a Catholic baptism, only a Catholic can act as the godparent(s) of the child being baptized.

The Church requires only one godparent. A **baptized**, non-Catholic may serve as a Christian Witness to the ceremony provided there is a Catholic godparent present. The Christian Witness must be *practicing* their faith in their Christian denomination. The Christian Witness' name will not appear on the Baptismal Certificate of the child, however they can fully participate in the child's baptism.

### ***What if my sponsors are married but were not married in the Catholic Church?***

The church expects godparents to "lead a life in harmony with the faith and the role to be undertaken" which includes having a sacramental marriage within the Catholic Church. If a person you are considering is