



The Diocese of Arundel and Brighton

Chancery Office
Bishop's House
The Upper Drive
Hove
BN3 6NB

Admission into Full Communion with the Catholic Church

The baptism of adults, at least of those who have completed their fourteenth year, is to be referred to the diocesan Bishop (Canon 863) through the Chancery. Likewise, application for permission to receive baptised Christians into Full Communion with the Catholic Church and to confirm previously-baptised Catholics is to be made on this form to the Chancery. The form is to be submitted *before* the requested sacraments are celebrated.

If there is doubt as to whether a person was baptised or whether a baptism was conferred validly, and after serious enquiry this doubt persists, the person is to be baptised conditionally. Those baptised in a non-Catholic ecclesial community are not to be baptised conditionally unless there is a serious reason for doubting the validity of their baptism, on the ground of the matter or the form of words used in the baptism, or of the intention of the adult being baptised or of that of the baptising minister.

The ordinary minister of confirmation is a Bishop. For validity, a priest wishing to confer the sacrament of confirmation must have the faculty to do so, either from the universal law or by way of a special grant from the competent authority (Canons 882-884).

*In so far as possible, a person being baptised is to be assigned a sponsor. In the case of an adult baptism, the sponsor's role is to assist the person in Christian initiation (Canon 872). In the case of confirmation, the sponsor's function is to take care that the person confirmed behaves as a true witness of Christ and faithfully fulfils the duties inherent in this sacrament (Canon 892). To be admitted to undertake the office of sponsor, a person must:

1. be suitable for this role and have the intention of fulfilling it;
2. be not less than sixteen years of age;
3. be a Catholic who has been confirmed and has received the blessed Eucharist, and who lives a life of faith which befits the role to be undertaken;
4. not be either the father or the mother of the person being baptised or confirmed.

The registration of baptism, reception and confirmation is to be made as follows:

All baptisms (except conditional baptisms) are to be entered in the parish register of baptisms.

The conferral of conditional baptism is to be recorded in the parish register of reception.

The reception into Full Communion of those previously baptised in another ecclesial community is to be entered in the parish register of reception.

For all of the above, an entry is to be made in the index at the back of the register of reception.

The confirmation of a previously-baptised Catholic is to be made in the parish confirmation register and a notification sent to the place of baptism.

Protocol Numbers given by the Chancery should be entered in the margin of the respective parish registers.

This page is to be completed (in block capitals) in all cases

Section 1 *(to be completed by the applicant)*

Surname

Other surnames by which you have been known

First names

Sex Date of birth Age

Address

Post code Telephone number

Marital status *(please tick any and all of the following boxes which are applicable to you)*

I am single

I am engaged to be married

I am married

I am married to a Catholic

I am married to a non-Catholic

I have never been married

I am divorced, but not remarried

I am divorced and remarried

I am presently separated

I am married to someone who was married before

I am living with someone to whom I am not married

I am currently in a civil partnership

I am widowed

Please give any other information you would like to add regarding your marital status:

.....

Have you been baptised / christened / sprinkled / dedicated?

If so, in which denomination? (eg C of E, Methodist, Baptist, URC etc)

Please give the date and place of your baptism **and enclose a copy of your baptism certificate**

.....

In the light of paragraph 4* on page 1 of this form, who will be your sponsor?

.....

Section 2 *(to be completed by the priest / deacon, who should check that the answers to the question regarding Marital Status do not preclude the reception of any of the Sacraments of Initiation for which this application is being made. If there is any doubt, please refer immediately to the Matrimonial Tribunal or Chancery)*

I am satisfied that nothing stands in the way of the applicant receiving those sacraments for which this application is made. The applicant has been under instruction formonths/years.

Signature of priest / deacon Date

This page is to be completed (in block capitals) for **Baptism or Reception**

For use in the Chancery	Prot. N° _____
Parish _____	Surname _____
Date of issue _____	Rite _____

Petition for Admission into Full Communion with the Catholic Church

To be completed by an applicant for adult baptism or reception into the Church:

To the Bishop of Arundel and Brighton.

After instruction in the faith and practice of the Catholic Church, I now formally ask to be admitted as one of its members.

I firmly believe, accept, and desire to profess each and every article contained in the Creed. Moreover, I believe and desire to profess all that the Holy Catholic Church believes, teaches and proclaims to be revealed by God.

Signature of applicant: Date

Request

To be completed by the parish priest: Parish of

Permission is requested to receive the above-named applicant into full communion with the Catholic Church using:

- 1. The rite of welcoming a validly baptised person into full communion
- 2. The simple rite of adult initiation or baptism
- 3. The rite of conditional baptism for use in the private form

Please tick as appropriate

Signature of parish priest: Date

Permission and Faculty

Permission is hereby granted to use Rite _____ and, if pastorally appropriate, to confer the Sacrament of Confirmation on the same occasion.

L+S

**Chancellor
Duly delegated**

This page is to be completed (in block capitals) for Confirmation of a baptised Catholic

For use in the Chancery	Prot. N° _____
Parish _____	Surname _____
Date of issue _____	Rite of CONFIRMATION

Petition for the Sacrament of Confirmation

To be completed by a baptised Catholic preparing for confirmation (eg through RCLA):

To the Bishop of Arundel and Brighton.

Desiring to complete my Christian Initiation, I now formally ask to be sealed with the Gift of the Holy Spirit in the Sacrament of Confirmation.

Signature of applicant: Date

Request

To be completed by the parish priest:

Permission is requested to administer the Sacrament of Confirmation to the above-named applicant.

Signature of parish priest: Date

Faculty

The faculty to confer the Sacrament of Confirmation on the above-named candidate is hereby granted to the priest who will administer that Sacrament.

L+S

**Chancellor
Duly delegated**

**By Order of the Bishop
June 2015**

This document should be returned to the Chancery if the baptism, reception or confirmation does not take place.