**Confirmation Checklist**

**Pastor should make sure someone from the parish is responsible for each item listed below.**

**Candidates and Sponsors**

* It is Bishop Wack’s preference that the *confirmandi* wear prominently placed nametags with the Confirmation names printed clearly and in large type, together with their given names in smaller print. The nametags should not be concealed by hair, sweaters, etc.
* They should be responsible for making their forehead available for the anointing. This means they should have a hair style that leaves the forehead uncovered. Otherwise they are responsible for pushing their hair aside at the time of Confirmation.
* Candidates should respond “Present” when they are presented to the Bishop.
* Confirmation stoles are not to be used.
* Only the sponsor comes forward with the candidate.
* The sponsor will stand directly behind the candidate and place his or her right hand on the right shoulder of the candidate.
* Candidates should stand close to the Bishop so that he can reach them easily with the chrism.

**Liturgy**

* Under normal circumstances, those to be confirmed be seated before the entrance procession of the altar servers and clergy.
* When the candidates approach the Bishop for Confirmation, smaller groups (approx. 25 or fewer) may approach the Bishop individually with their sponsors; larger groups should move forward in pairs.
* Selected *confirmandi* are welcome to serve in the ministries of Lector or Gift Bearer at the Confirmation Mass.
* Only the bread and wine are to be brought up in the offertory procession.
* If announcements must be made, they should be made after the Prayer after Communion by the pastor.

**Other considerations for the planning of Confirmation liturgies:**

* Bishop Wack wishes to sign Confirmation certificates personally. This can be done in advance or on the day of the celebration.
* Pictures
	+ The newly confirmed are not to process out after the Mass. They should remain in their pews and be ready for an immediate group photo with the Bishop before greeting family and guests.
	+ The Bishop will be available for the group picture and one picture with each person confirmed.
* Items for Confirmation:
	+ Liquid soap
	+ A large pitcher of warm water
	+ A basin large enough for the Bishop to wash his hands thoroughly after administering Confirmation
	+ A thick white towel to cover Bishop’s lap and a hand towel for drying his hands.