



— A R C H D I O C E S A N —  
**SPIRITUALITY CENTER**

**APPLICATION**

**FORM**

**INTERNSHIP IN SPIRITUAL DIRECTION**

Please submit a recent photograph with your application

NAME \_\_\_\_\_

ADDRESS \_\_\_\_\_

HOME PHONE \_\_\_\_\_ CELL PHONE: \_\_\_\_\_

EMAIL ADDRESS \_\_\_\_\_ AGE \_\_\_\_\_

CHURCH AFFILIATION \_\_\_\_\_ DIOCESE \_\_\_\_\_

BISHOP (ARCBISHOP) \_\_\_\_\_ ADDRESS \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

PRESENT POSITION/MINISTRY \_\_\_\_\_

PRESENT EMPLOYMENT \_\_\_\_\_

Have you been receiving on-going/regular spiritual direction? For how long? \_\_\_\_\_

Who is your current spiritual director? \_\_\_\_\_

Have you had experience as a spiritual director? \_\_\_\_\_

Describe: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Have you made a directed retreat(s)? (must be five or eight day(preferred)) \_\_\_\_\_

When \_\_\_\_\_

Where \_\_\_\_\_

Director(s) \_\_\_\_\_

Have you made the Spiritual Exercises of St. Ignatius? \_\_\_\_\_  
In which form: (You must be in ongoing spiritual direction for at least one year before making the Spiritual Exercises of St. Ignatius in the form of the 19<sup>th</sup> Annotation.)

\_\_\_\_\_ 19<sup>th</sup> Annotation (must be one on one with your spiritual director, not in a group) (The retreatant meets with their director weekly.)

\_\_\_\_\_ 30-Day Retreat

When \_\_\_\_\_ Where \_\_\_\_\_

Director \_\_\_\_\_

Are you a member in good standing with your Church? \_\_\_\_\_

Are you under the care of a Mental Health Councilor? \_\_\_\_\_

The following information is to be submitted with the application:

1. A personal statement regarding your own experience of on-going spiritual direction.
2. A brief reflection on your experience of making the Spiritual Exercises of St. Ignatius in either the 30-Day Directed Retreat in solitude or in the Retreat in Daily Life (the 19<sup>th</sup> Annotation which was done in a one-on-one setting with your spiritual director, not in a group).
3. An academic resume.

List the degrees, diplomas, courses, and workshops in theology, specifying titles, dates, place and presenters. (Transcripts are not necessary)

4. Résumé of your pastoral experience.  
The kind(s) of ministry, places, time, your personal reaction to each ministry.
5. Discuss how some form of the ministry of spiritual direction is part of your present or future ministry.
6. What are your reasons for seeking this particular Internship in Spiritual Direction?
7. Read over the three faith conversations attached to the application and answer the following questions:

Which conversation are you more interested in?

\_\_\_\_\_ Conversation A  
\_\_\_\_\_ Conversation B  
\_\_\_\_\_ Conversation C

Which do you feel called to as a ministry?

\_\_\_\_\_ Conversation A  
\_\_\_\_\_ Conversation B  
\_\_\_\_\_ Conversation C

Please explain the choice you made.

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8. Do you feel that God has given you the gift of discernment?

i.e., Focus: can stay with the central point and the movements of God...  
Objectivity: empathy with others without enmeshment...  
Recognition: sees connections, correlations, and dissonance...  
Sensitivity: notices interior movement within oneself and others along with the ability to articulate these inner movements...  
Prudence: good judgment.

Explain how this shows itself in life and ministry.

9. Are you a good listener? Do people seek you out for spiritual advice, faith sharing or decision making?

10. Letters of recommendation for this program:

Name, address and email address of: (We will contact the person about the letter of recommendation.)

- a major superior (clergy and religious) or pastor (lay person or deacon)  
Name \_\_\_\_\_ Address \_\_\_\_\_ Email \_\_\_\_\_
- someone who has personal knowledge of your strengths and weaknesses as a minister  
Name \_\_\_\_\_ Address \_\_\_\_\_ Email \_\_\_\_\_
- your spiritual director's perception of your readiness for the ministry of spiritual direction  
Name \_\_\_\_\_ Address \_\_\_\_\_ Email \_\_\_\_\_

11. Fees: \$850.00 per semester (\$3,400.00 entire program)

\$150.00 registration fee

Approximately \$750.00 room and board as interns direct a five-day directed retreat

12. Please indicate which of the three tracks (Week-END or Week-DAY) you are interested in:

Weekday: Meets third Wednesday (9:00am – 5:00pm) of each month Virtually, with two monthly meetings in person, place TBA Begins in **August 2026**  
Two years of 10 monthly sessions August-May

Weekend: Meets the second Saturday (9:00am – 5:00pm) of each month at the **ASC in Metairie**. Begins in **August 2026**  
Two years of 10 monthly sessions August –May

Weekday: Meets first and second Tuesday (4:00-8:00pm) of each month at the **Franciscan University, Baton Rouge**. Begins in **August 2027**  
Two years of 10 monthly sessions August-May

**Application Due Date:**

**Archdiocesan Spirituality Center: March 1, 2024**

Send the application and requested material to: Archdiocesan Spirituality Center  
Internship in Spiritual Direction  
1009 Airline Pk. Blvd.  
Metairie, LA 70003

**Franciscan University: March 1, 2024**

Send the application and requested material to: Archdiocesan Spirituality Center  
Internship in Spiritual Direction  
1009 Airline Pk. Blvd..  
Metairie, LA 70003

**Grand Coteau: March 1, 2025**

Send the application and requested material to: Archdiocesan Spirituality Center  
Internship in Spiritual Direction  
1009 Airline Pk. Blvd..  
Metairie, LA 70003

**Interview:** When a **completed** application has been received (including the recommendations), an interview with the supervisors will be scheduled.

**\*Note: Applications received after the due dates will be processed for the following year's internship.**

**-The offering of the Internship in a given year is dependent upon an adequate number of participants to form a group.**