



DIOCESE OF HARRISBURG ♦ OFFICE OF THE BISHOP

POLICY FOR THE RECORDING OF CONFIRMATION NAMES

The pastor of the place where confirmation is celebrated is obliged to notify the pastor of the place of baptism about the conferral of confirmation so that it can be noted in the baptismal register. There is to be a confirmation register kept in the parish archives. In this book are recorded the names of those confirmed in the parish, the minister, the parents and the sponsors, and the date and place of conferral (canon 895; *Rite of Confirmation*, 14).

When confirmation of students takes place on a deanery or regional basis, the recording of information is to take place in the following manner:

- A. In the confirmation register at the confirmands' parish of registration,
 1. The first line of the entry should appear as such:
On date the following students were confirmed at church/location where deanery/regional confirmation took place by name of Bishop:
 2. Then the names of students are listed alphabetically, along with other required information.

- B. In the confirmation register at the church where the deanery/regional confirmation took place:
 1. The first line of the entry should appear as such:
On date, total number students from the following parishes were confirmed by name of bishop.
 2. The Parish Names and the number of confirmands from each parish are listed.
 3. Then the names of the confirmands only from the parish where the deanery confirmation took place are listed alphabetically along with the other required information.

For example (if this were the confirmation register at Saint Francis of Assisi Church Harrisburg, where the deanery confirmation ceremony took place that year):

*On April 25, 2011, 79 students from the following parishes were confirmed by Most Reverend Joseph P. McFadden:
Cathedral Parish of St. Patrick, Harrisburg, 25 confirmands
Prince of Peace Parish, Steelton 15 confirmands
Saint Matthew, Dauphin, 15 confirmands
Saint Francis, Harrisburg, 24 confirmands.*

Then an alphabetical list of students only from St. Francis, along with other required information is listed.

When sending the record of confirmation to a parish of baptism, to be recorded in that parish's baptismal register, the location of the record is to be noted. For example:

"N. was confirmed on date as recorded at [Parish, City, and State]"