OFFICE FOR DIVINE WORSHIP
ARCHDIOCESE OF PHILADELPHIA

LITURGY PLANNING FORM
FOR THE CONFERRAL OF CONFIRMATION WITHIN MASS

Archbishop Nelson J. Perez

Complete this form only after reading the
INSTRUCTIONS FOR THE CONFERRAL OF CONFIRMATION WITHIN MASS
http://archphila.org/evangelization/worship/christian/christian.htm

Return this form four weeks in advance
of the date of the celebration of the Sacrament of Confirmation to:
Office for Divine Worship
222 North Seventeenth Street
Philadelphia, PA 19103-1299
or by e-mail at worship@archphila.org

PARISH _____

DATE AND TIME _____

PASTOR _____

PASTOR'S CELL PHONE _____

PASTOR'S E-MAIL ADDRESS _____

CELEBRATION OF MASS

For liturgical music, please include the title and composer.

Prelude Music _____

The Introductory Rites

Entrance Chant _____

Rite for the Blessing and Sprinkling of Water *(only on Sundays except Lent)*

_____ yes, _____ no

Hymn during Sprinkling _____

Or
Penitential Act

_____ *I confess* Kyrie _____ sung, _____ recited

_____ *Have mercy on us, O Lord* Kyrie _____ sung, _____ recited

_____ Invocations _____ sung, _____ recited

By whom_____

The *Gloria* is sung (see Instructions).

Setting_____

Collect *Roman Missal*, page _____

The Liturgy of the Word

First Reading Scripture Citation _____

Lectionary Number _____

Responsorial Psalm is sung. Scripture Citation _____

Lectionary Number _____

Second Reading Scripture Citation _____

Lectionary Number _____

Acclamation before the Gospel is sung.

Lectionary Number _____

Gospel Scripture Citation _____

Book of the Gospel Number _____
Or
Lectionary Number _____

The Sacrament of Confirmation

Chant/Music during the Anointing with Sacred Chrism

_____

Universal Prayer _____ sung, _____ recited

The Liturgy of the Eucharist

Offertory Chant/Music during the Preparation of the Gifts

_____

Prayer over the Offerings *Roman Missal*, page _____

Eucharistic Prayer
The *Sanctus*, the Mystery of Faith, and the Amen are sung.

Setting_____

Lord's Prayer _____ sung, _____ recited

The *Agnus Dei* is sung.

Setting_____

Communion Chant _____

Hymn of Praise _____

Prayer after Communion *Roman Missal*, page _____

The Concluding Rites

Recessional Hymn/Music _____

Postlude _____

ADDITIONAL NOTES

- "In celebrations at which the Bishop presides, and especially in the celebration of the Eucharist led by the Bishop himself with the presbyterate, the deacons, and the people taking part, the mystery of the Church is revealed (GIRM, number 22)." For this reason, this solemn celebration of Mass calls for special care in the preparation of the liturgical

celebration: the church itself, the music and liturgical ministers, and all that is required for the rites, including the sacred vessels.

- In the plan for liturgical music the parts that belong to the celebrant and people together should be sung, for example the Kyrie, the Gloria, the Holy, the Lord's Prayer and the Lamb of God. The choices for the Entrance, the Offertory and the Communion should correspond to the norms found in the *General Instruction of the Roman Missal*, numbers, 48, 74, and 87, with particular attention to the ritual Mass or the Mass of the day.

- Eight altar servers are needed. Please see Altar Server Notes for Confirmation on the website of the Office for Divine Worship.

- The Archbishop will use incense at the Entrance, the Gospel and the Preparation of the Gifts.

- Please attach a copy of the Universal Prayer with an introduction, intentions and concluding prayer according to the order and pattern provided in the *General Instruction of the Roman Missal*, numbers 69-71, if the Universal Prayer provided in the *Order of Confirmation* will not be used.

ADDITIONAL INFORMATION

1) Where will the Archbishop meet with the candidates prior to Mass?

_____

2) Will there be remarks by the pastor after the Prayer after Communion?

_____ yes, _____ no

3) Will there be a Presentation (Spiritual Bouquet) to the Archbishop?

_____ yes, _____ no

Before Mass, after Mass or following the Prayer after Communion _____

4) Where will the Archbishop greet the congregation after Mass?

_____

5) Names of Concelebrants (only the names of the pastor and other priests associated with the parish need be listed):

_____

_____

6) Names of Deacon(s):

_____

7) Please indicate the number of candidates to be confirmed:

Boys _____ Girls _____

Men _____ Women _____

Adult Candidates for Full Communion _____

Candidates in the Catholic Elementary School _____

Candidates in the Religious Education Program _____

Candidates who are Home Schooled _____

Candidates in Private School _____

Candidates for First Holy Communion _____

If there are two separate celebrations,
Candidates for the first celebration _____

Candidates for the second celebration _____

Are there any candidates with special needs? _____

8) Is any part of the celebration in a language other than English? If so, what language?

_____

9) Please attach, if possible, a diagram of Sanctuary showing altar, ambo, celebrant's chair, Communion stations and tabernacle.

10) Contact information for the Liturgical Music Director/Coordinator:

_____
Name, Phone Number and E-mail address

_____
Signature of the Pastor

_____
Date Submitted