

PARISH MINISTERS FORMATION PROGRAM

Ministry Formation Institute

Diocese of San Bernardino
1201 E. Highland Ave.
San Bernardino, CA 92404
Tel: (909) 475-5375, Fax (909) 474-4920
Website: mfishdiocese.com



NAME: _____ PHONE: _____

ADDRESS: _____

CITY: _____ ZIP CODE: _____

PARISH: _____ CITY: _____

EMAIL _____

Are you a baptized and confirmed Roman Catholic? Yes _____ No _____

Do you regularly receive the Sacraments? Yes _____ No _____

Are you attending as a Catholic School Teacher? Yes ___ No ___ School _____

In which ministry/ministries are you currently serving? _____

In which ministry are you seeking certification? _____

The Parish Ministers Formation Program is bilingual - English and Spanish.
Which language do you prefer? _____

Special needs - Wheel chair accessibility ___ Other ___

I am applying for the Parish Ministers Formation Program and will begin the process by attending the "Beginning the Journey" workshop.

Date of Workshop: _____ Location of Workshop _____

Participants Signature _____

Date _____

The total cost of the program is \$275.00. The program is funded from three different sources:

The Bishop's fund: \$75.00

The Participant's Parish: \$75.00

The Participant Fee: \$125.00 - will you be able to make your payment within the six months? Yes ___ No ___

Initials _____.

Please return the completed form to your parish.

RECOMMENDATION

I recommend _____ for the Parish Ministers Formation Program
(PMFP)

(Participants Name)

Name :Pastor/Pastoral Coordinator/Designee _____

Title at the Parish _____

Date _____

Policies and Procedures for Parish Ministers Formation Program (PMFP)

1. In order to be admitted to the Parish Ministers Formation Program, an applicant must be a fully initiated Roman Catholic Christian and **18 years** of age or older, in good standing with the Church (receiving the sacraments), and submit a completed application with the signed recommendation of the Pastor or his designee.
2. **The Parish Ministers Formation Program (PMFP)** consists of a one day Bilingual Workshop, (Beginning the Journey) followed by four Mini-Theology Courses: (Called to be Disciples, Experience of God, Jesus and Church), as well as the one day Bilingual Retreat (Called to Serve). The PMFP courses must be taken in order. **Participant cannot attend the Mini-Theology Courses if he/she did not attend the Beginning the Journey Workshop.**
3. Registration and participant payment is to be made through the Parish, or paid on the day of the workshop. The participant presents the completed application to the Pastor/Pastoral Coordinator for recommendation and signature. **If space is available on the day of the workshop, please bring your application to the door. Applications will not be accepted without the pastor/pastoral coordinator/designee's signatures.**
4. **The participant's fee for the 6 month program is \$125.00. \$21.00 covers the cost for both the Beginning the Journey and the Called to Serve Retreat, (may be paid on the day of workshop, Beginning the Journey). Payment for each course is \$26.00 (Called to be Disciples, Experience of God, Jesus and Church), or can be paid in full \$125.00 at the Beginning the Journey workshop.**
5. We are using the **"Catholic Basics" A Pastoral Ministry Series of 8 books**, an accessible overview of the essentials of the faith from Loyola Press. These books may be ordered at *The Beginning the Journey Workshop*, and are used for the Experience of God, Jesus and Church courses and the cost is \$50.00.
6. There must be at least 30 participants in order for a course to be held (15 in English, 15 in Spanish).
7. **Attendance at all sessions is required**, in order for the course to be completed. *The participant can miss up to two sessions ONLY which can be made up with Homework. With the exception of session 1, Called to be Disciples course, session 5 of the Jesus course and sessions 3, 4, 5 of the Church course.*
8. Participants have one year from the date of first attendance to complete the Parish Ministers Formation Program. (PMFP)
9. **Virtus, (Safe Environment Policy & Code of Conduct Policy) is a requirement for all ministers.**
10. **The Specialization course may be taken at any time** - before, during or after taking any course on the Parish Ministers Formation Program. The Diocesan Office that sponsors the specialization course is responsible for keeping the records and issuing the seal of accreditation when the specialization is completed. (The seal is not provided by the MFI Office).
11. **A Diocesan Certificate in Parish Pastoral Ministry** will be presented to those participants who have completed the PMFP program. The certificate will be given out at the end of the "Call to Serve" retreat.
12. Once the participants have completed certification, their Pastors, Administrators, or Pastoral Coordinators will determine their readiness to be commissioned.
13. If you have any question in regards to your registration, please call the coordinators:
Elizabeth Cortez (909) 475-5377 (Riverside Region) or Cristina Castillo (909) 475-5374 (San Bernardino Region).
 - Fax Number: (909) 474-4920 or (909) 475-5379
 - ***APPLICATION FORMS TO BE FAXED ONLY BEFORE THE DEADLINE.***
 - ***After the deadline please call the PMFP Coordinators for space availability.***