



PROGRAM PROSPECTUS APPROVAL FORM

PROCESSING AND APPROVAL FOR DIOCESAN CERTIFICATION HOURS

Use this form for programs sponsored by local administrators, including theology and religious education courses, workshops, and other adult faith formation opportunities. Complete the prospectus and return to the Office of Faith Formation and Lay Ecclesial Ministry four weeks before the program date or the first session scheduled.

Qualifications of Presenters/facilitators:

- Presenters from outside the Diocese of Youngstown must meet the expectations of the Diocese of Youngstown Speaker Approval Policy.
- Presenters must be qualified in the topic about which they will be speaking. Normally, presenters will hold an M.A. in Theology or related field.
- Presenters must be a Catholic in good standing and a registered member of a parish, unless speaking from an ecumenical or interfaith perspective, in which case the contact person will verify their standing in their faith tradition as well as the other conditions of the Speaker Approval Policy.

PART I: CORE COURSE PLEASE CHECK _____ YES _____ NO

(IF NO, PROCEED TO PART II ON REVERSE)

| | |
|---------------------|-----------------------|
| Today's Date | Deanery |
| Contact | Facilitator |
| Position | Parish |
| Address | City/State/Zip |
| Phone | Email |

Core Courses may be provided only by an approved facilitator.

Required textbooks are made available on consignment.

Please indicate number of books requested: _____

- _____ Adolescent Catechesis: Forming Youth as Disciples (10 hours)
- _____ Catholic Belief and Tradition (20 hours)
- _____ Catholic Social Teaching (10 hours)
- _____ Elementary Catechesis: Forming Children As Disciples (10 hours)
- _____ Introduction to Scripture (20 hours)
- _____ Issues and Topics in Christian Initiation (20 hours)
- _____ Morality (10 hours)
- _____ Ready Your Hearts: Forming Adults as Disciples (10 hours)
- _____ Sowing God's Word: The Heart of Catholic Evangelization (10 hours)

| | |
|-----------------------------------|--|
| Course Date(s) | Time(s) |
| Open to others interested: | <input type="checkbox"/> Yes <input type="checkbox"/> No |

PART II: GENERAL COURSE (Please attach flyer or announcement when prepared)

| | |
|--|--|
| Today's Date | Contact |
| Facilitator | Credentials/Certification |
| Speaker Approval Confirmation Date: | |
| Parish of Contact Person | City/State/Zip |
| Phone of Contact Person | Email |
| Program Site | |
| Course Title: | |
| Date(s) | Time(s) |
| No. Sessions | *Number of Contact Hours may differ from the number of hours assigned. |
| Target Audience | Open to all interested? <input type="checkbox"/> Yes <input type="checkbox"/> No |

Description

Course Goals

Learning Outcomes

**Catechetical /
Instructional
Methods**

Resources and Texts

| TITLE/S | PUBLISHER/S |
|----------------|--------------------|
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| <hr/> | <hr/> |

THIS FORM MAY BE COPIED AS NEEDED.

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|---|--|--------------|--------------------------|
| OFFICE OF FAITH FORMATION AND LAY ECCLESIAL MINISTRY USE ONLY. | | | |
| Approved | <input type="checkbox"/> | Not Approved | <input type="checkbox"/> |
| Signature | Hours: _____ Core: _____ General _____ | | |
| Notes: | Date | | |