



THE ROMAN CATHOLIC DIOCESE OF PHOENIX
400 E. MONROE ST., PHOENIX, AZ 85004
p. 602-354-2300 f. 602-354-2251

**APPLICATION AND SESSION TRACKER
FOR CATECHIST RECERTIFICATION**

Name: _____

Address: _____

City: _____ Zip: _____

Home Phone: _____ Cell Phone: _____

Email: _____

Parish / School where currently serving: _____

Parish / School Address: _____

Position Title: _____

Date of Last Certification ____/____/____

Signature of Applicant: _____ Date: _____

Signature of Parish Catechetical Leader or Principal:
_____ Date: _____

Signature of Pastor: _____ Date: _____

Application fee \$10.00 – must accompany the application made payable to the ‘Kino Catechetical Institute’.

Mail to:

Kino Catechetical Institute/The Roman Catholic Diocese of Phoenix
400 East Monroe, Phoenix, AZ 85004

Please note that each catechist is responsible for keeping and maintaining this application/session tracker. When completed, make copies of it for yourself and your parish/school leader.

For Department Use Only:	
Date Received: _____	
Approved by: _____	Date: _____
Renewal to be completed by: _____	

Catechist Recertification Requirements

Catechist Recertification Requirements Effective July 1, 2014

Hours: 24 hours of continuing education are needed every three years for Diocesan Catechist Recertification.

Areas of Formation:

Topics for recertification MUST be taken from one of the following areas. The areas for recertification are intended to be a deepening of the themes presented in Catechist Certification:

1. Divine Revelation, Scripture, and Christian Philosophy
2. Old Testament
3. New Testament
4. Principles of Evangelization and Catechesis
5. Catechetical Methods
6. Liturgy and Sacraments
7. Theology of the Body
8. Morality
9. Catholic Social Teaching
10. Prayer

Approved recertification formation opportunities in the Diocese of Phoenix:

Recertification hours can be accepted from the following local institutions/programs:

1. *Adult Faith Formation or Parish Leadership* courses offered by the Kino Catechetical Institute.
2. Workshops and Conferences offered by the Kino Catechetical Institute.
3. Retreats and workshops led by priests, deacons, as well as Diocesan certified catechist trainers and master catechists, of the Diocese of Phoenix.
4. Workshops at the annual Catechist Congress of the Diocese of Phoenix.
5. Catechetical workshops provided by the Department of Family Catechesis and the Catholic Schools Office of the Diocese of Phoenix.
6. Classes, both live and online, of the St. Thomas the Apostle *Institute of Catholic Theology*, www.instituteofcatholictheology.com.
7. Classes, both live and online, presented by the Arizona Bible Class www.arizonabibleclass.com.
8. **Effective July 1, 2014 *Discipline with Purpose* training workshops cannot be used towards catechist recertification hours.**
9. An annual retreat/renewal experience is recommended and can count towards the 24 hours of continuing education. **A maximum of 6 hours within a 3-year period will be accepted toward recertification.**
10. **Safe Environment training courses cannot be used towards catechist recertification hours, including Train the Trainer.**
11. **Parish Missions need to be pre-approved. Please call for more information.**

Other Formation Opportunities:

Other formation opportunities, both inside and outside of the Diocese of Phoenix, can be used for catechist recertification as long as the topic of the formation is in one of the areas listed above and the presenter is either:

1. A priest or deacon in good standing with his local bishop.
2. Meets the qualifications of a certified catechist trainer in the Diocese of Phoenix. These qualifications are listed at or www.kinoinstitute.org under 'Catechist Formation'.

For questions on whether specific formation can be applied to catechist recertification, please email the Kino Catechetical Institute at kinoinstitute@diocesephoenix.org.

Acceptance of Online Formation:

Credit will be granted for online courses only if a typed copy of the participant's notes for each individual session/class is attached to this form. These notes must include the following:

1. Name/instructor/date of the Class/Workshop.
2. A one sentence summary of the Class/Workshop.
3. Your notes from the Class/Workshop.
4. One to two points of application for your catechetical work that you take away from the Class/Workshop.