

Guidelines for Composing a Letter to the Bishop – Confirmation Students

1. Open by addressing the Bishop formally ("Most Reverend Bishop Schlert"), and close by typing and signing your full name.

- Typed letters are better for legibility.

2. Talk to the Bishop about your upcoming sacrament of confirmation:

- Opening Paragraph

Tell the bishop who you are. Include your name, age, school, interests/hobbies, and values (aspects of life/character traits most important to you).

- Second Paragraph

What do you appreciate about the Catholic Faith? How are you able to live your faith (provide a concrete example), and what are the challenges to living your faith?

- Third Paragraph

Tell the bishop the Saint name you chose and why you chose the Saint name. What characteristics/virtues do you admire, and how do you (or how do you want to) live these in your own life?

- Fourth Paragraph

Which gift of the Holy Spirit do you most need now? Explain how the gift can help you to live your life more fully and freely, being the best version of yourself.

- Fifth Paragraph

What are your strongest qualities/gifts/talents? How do you share these with others? How might God call you to share them in the future? Are you attracted to a particular vocation (marriage, consecrated single, religious sister/brother, ordained clergy)?

3. It shouldn't be longer than one page, and it should be typed. Bishop Schlert reads every letter from every student being confirmed. Your letter should give him enough information to allow Bishop to get to know you.

4. Letters must be submitted to the D.R.E. three weeks prior to confirmation.