

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?

Share with Bishop Schlert who you chose as your sponsor and what you admire about the person.

- 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.

When you think about your future, what are your hopes and dreams for your life?

Are you attracted to a particular vocation (marriage, single life, 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. no later than Dec. 13.

NOTE: When writing about the Mass, the word "Mass" is capitalized. The word "saint" is capitalized when used as a title (Ex. Saint Ambrose).