

Thank you and Welcome to St. Mark Faith Formation Program!

Please follow this instruction:

1. Download the forms to your desktop,
2. Fill out the forms and save it to your desktop,
3. Attached copy of Baptism Certificate / First Communion
4. Email the completed registration form, **signed Policies and Procedures, a picture of your child(ren) attending the program and the Baptism /First Communion Certificates to: pvaldivia@stmarkparish.org**
5. **Make a Payment using the following link:**
<https://www.wesharegiving.org/App/Form/cbcc01fb-30af-4642-8bcc-3f081fa50e6a>



St. Mark Catholic Church - Faith Formation Registration 2026-2027

today's date _____

EMAIL COMPLETED REGISTRATION TOGETHER WITH BAPTISM CERTIFICATE/FIRST COMMUNION CERTIFICATE TO: pvaldivia@stmarkparish.org

Family Last Name: _____

Are you a registered parishioner one: Yes # _____ No if no, are you registered in another Catholic Church? _____

Mailing Address:

Street _____ City and State _____ Zip code _____

Email: _____

Phone #1: _____

one: Mother Father Other

Phone #2: _____

one: Mother Father Other

Father's name _____

Marital Status one: Married Single Separated Divorced Remarried Widowed

Religion _____ if married, in the Catholic Church? YES NO

Place of employment _____ Occupation: _____

Mother's name _____ Maiden name _____

Marital Status one: Married Single Separated Divorced Remarried Widowed

Religion _____ if married, in the Catholic Church? YES NO

Place of employment _____ Occupation: _____

Step-Parent(s) name(s) _____

Religion _____ if married, in the Catholic Church? YES NO

Place of employment _____ Occupation: _____

Children reside with? one:
Father & Mother
Stepfather & Mother
Mother Only
Father & stepmother

- If a court order is in effect that establishes custodial parental rights of the children specifically addressing religious issues, please provide a copy.

Emergency Contact (OTHER THAN PARENT) _____

Relationship to child(ren) _____ Phone # _____

In addition to the above, the following individuals are authorized to transport my child(ren) to and from FAITH FORMATION classes:

Name _____ Phone# _____ Name _____ Phone# _____

- If emergency treatment is required and the parents/authorized emergency contact cannot be reached, your signature in the space provided below empowers the school/church authorities to exercise their own judgment in calling 911. Your signature is not sufficient; however, for the release of confidential information protected by Federal Law.
- In keeping with the Faith Formation partnership that exists between the parent and the Catholic parochial program, my (our) signature(s) below acknowledges that I (we) will participate with weekly Mass attendance, Family Catechesis sessions and other parish events deemed necessary for the spiritual development of our children.

Parent signature _____

Parent signature _____

Family Last Name: _____

Student Information

1) Name: _____ Boy Girl Religion _____
FIRST AND LAST IF DIFFERENT THAT ABOVE

City and State of Birth _____ Date of Birth _____

Baptism date _____ Church of Baptism _____ City and State _____

First Communion Date _____ Church _____ City and State _____

PLEASE PROVIDE A COPY OF CERTIFICATES OF EVERY SACRAMENT RECEIVED. (NO NEED TO SUBMIT COPY OF CERTIFICATES IF YOU ALREADY DID LAST YEAR).
IF YOUR CHILD IS NOT BAPTIZED, PROVIDE A COPY OF THE BIRTH CERTIFICATE.

Did this child attend a FAITH FORMATION program last year? _____ Last Grade completed in FAITH FORMATION? _____

Name and location _____ HEALTH CONCERNS: _____

GRADE ENTERING IN FALL 2026 _____ SCHOOL ATTENDING: _____

OFFICE USE ONLY

2026-2027 CLASS _____ PENDING: Baptism certificate 1st Communion Certificate Birth Certificate Other

2) Name: _____ Boy Girl Religion _____
FIRST AND LAST IF DIFFERENT THAT ABOVE

City and State of Birth _____ Date of Birth _____

Baptism date _____ Church of Baptism _____ City and State _____

First Communion Date _____ Church _____ City and State _____

PLEASE PROVIDE A COPY OF CERTIFICATES OF EVERY SACRAMENT RECEIVED. (NO NEED TO SUBMIT COPY OF CERTIFICATES IF YOU ALREADY DID LAST YEAR).
IF YOUR CHILD IS NOT BAPTIZED, PROVIDE A COPY OF THE BIRTH CERTIFICATE.

Did this child attend a FAITH FORMATION program last year? _____ Last Grade completed in FAITH FORMATION? _____

Name and location _____ HEALTH CONCERNS: _____

GRADE ENTERING IN FALL 2026 _____ SCHOOL ATTENDING: _____

OFFICE USE ONLY

2026-2027CLASS _____ PENDING: Baptism certificate 1st Communion Certificate Birth Certificate Other

✓ ONE OF THE FOLLOWING CLASS TIMES

WEDNESDAY 6:00PM TO 7:15PM
GRADES 1ST TO 6TH GRADE

WEDNESDAY 6:00PM TO 7:30PM
GRADES 7TH TO CONFIRMATION

THURSDAY 4:00PM TO 5:15PM
GRADES K TO 6TH GRADE

FAMILY FEE SCHEDULE:

\$260.00 for one child
\$410.00 for two children
\$460.00 for three for more children

plus \$75.00 SPECIAL EVENTS FEE

For those receiving First Reconciliation, First Communion or Confirmation in 2026 only.

(\$10.00 of the registration fee includes being entered into Carnival raffle per family).

To make a payment online you can go to the following link - PAYMENT NEEDED UPON REGISTRATION

<https://www.wesharegiving.org/App/Form/cbcc01fb-30af-4642-8bcc-3f081fa50e6a> scroll down to Faith Formation 2026-2027

EMAIL COMPLETED REGISTRATION TOGETHER WITH BAPTISM CERTIFICATE/FIRST COMMUNION CERTIFICATE TO: pvaldivia@stmarkparish.org

OFFICE USE ONLY

Number of Children _____

Registration Fee Due _____

Special event Fee Due _____

Total Due _____

Method of payment:

Cash Amount _____ Receipt # _____

Check Amount _____ Check # _____

Credit Amount _____ Last 4 digits _____

Date Recvd _____ By _____

Policies and Procedures

ST. MARK THE EVANGELIST PARISH FAITH FORMATION

Mission Statement:

The Saint Mark Evangelist Faith Formation Program seeks to work in partnership with the parents of elementary and middle school aged children. We recognize that in all things and faith above all others, that parents are the PRIMARY educators of their children. We take a broad approach to catechesis which includes:

- Fostering a relationship with God and His Church.
- Fostering a relationship with Jesus Christ.
- Teaching Catholic doctrine in accordance with the Magisterium of the Catholic Church.
- Encouraging an appreciation and understand of the Sacramental life.
- Encourage a sense of Parish life and community
- Learning to know God, to love God, and to serve Him by serving others

Within this context it is our sincere hope and prayer that every child knows that they are loved by God and in friendship with Jesus Christ, they can love one another without exception.

Our Expectations and Understanding

All Persons:

At all times when interacting on the Church Campus all persons are asked to maintain a peaceful, respectful and reverent demeanor towards one another. This includes all parents, students, those designated for drop off and pick up, and of course, all Faith Formation Staff, Catechists and Volunteers.

Role of Parents

- Parents are the primary religious educators of their children (*Catechism of the Catholic Church 1653*).
- The home is where a child first experiences God and the Catholic faith. It is extremely important for children to experience and hear about the love of God in their homes. You teach primarily by example. You are their first example of the faith.
- Pray with your children.
- Take your child(ren) to mass EVERY week.

The Role of Saint Mark Faith Formation Program:

- The Saint Mark Faith Formation Program provides weekly faith formation classes for children in a classroom setting.
- The Saint Mark Faith Formation Program teaches the truths of the Catholic Faith as handed down by Jesus Christ through Sacred Scripture, Sacred Tradition, the Magisterium (teaching authority) of the Church.
- The Saint Mark Faith Formation Program provides opportunities to receive the Sacrament of Confession.

- The Saint Mark Faith Formation Program strives to work in partnership with parents to assist them in living their vocation as faith educators of their children.
- The Faith Formation Program can only assist, not replace, the faith formation that your children should receive at home.

The Role of the Church:

Faith Formation is rooted in the sacramental life of the Church; therefore, must encourage participation in the following:

- Weekly Sunday attendance at Holy Mass-Please ensure that children are able to participate in the life of the Church by attending Mass on Sundays and Holy Days of Obligation. Attend Sunday Mass together as a family, as was commanded in Scripture by the Ten Commandments. Failure to attend Sunday Mass is a grave sin.
- Reception of the Eucharist when disposed.
- Celebration of the Sacrament of Reconciliation when disposed.
- Support the Parish Community and prayer life of the Church.

Role of Students:

- NO CELLPHONE USE IN THE CLASSROOMS or DURING CLASS SESSION TIMES.
- Students are expected to be punctual and prepared for class.
- Students should conduct themselves in a manner appropriate to a classroom environment.
- Students are reminded that all property and possessions found in the classroom are to be left untouched. Food, drinks, or gum are not permitted in the building!
- All students Grades Kindergarten - Sixth Grade must be dropped off to the Parish Center. Dismissal is also in the Parish Center. All K-6 Students must be signed in and out. (see procedure page).
- Every student has the right and privilege to learn in a classroom where students are well behaved.

Curriculum

The *We Believe* textbook series (Sadlier) is used for Kindergarten through Eighth Grade and beyond. Second grade classes and those preparing for reception of the Sacrament of First Reconciliation and First Holy Communion also use the Sadlier 1st Reconciliation/ 1st Communion textbooks. Eighth grade students and those preparing to receive the Sacrament of Confirmation also use the textbook *Chosen, Your Confirmation Journey* and video series. Both are from Ascension Press.

Volunteer Opportunities

The Faith Formation Program cannot function without the generous support of its volunteers, including catechists, assistants, substitute catechists, and hospitality. All volunteers must be fully compliant with Archdiocese of Miami Safe Environment Policy. If you are interested in serving the Lord in the Faith Formation Ministry, please contact Donna R. Villavisanis at religiondirector@stmarkparish.org.

Class session times:

| | |
|------------|--|
| Wednesdays | 6:00-7:15 (K-6) |
| | 6:00-7:30 (7 th – Confirmation) |
| Thursdays | 4:00-5:15 |

Inclement Weather/Cancellations

In the event of bad weather or a need to cancel Faith Formation, you will be notified via email. Please check your messages regularly.

Early Dismissals:

These are strongly discouraged as children miss important parts of their lessons. When a child must leave class early, he or she must bring in an Early Dismissal Note signed by the parent or guardian. The note should be given to the catechist who will inform the office to expect you. The individual picking up the child for an early dismissal must come to the main school entrance and sign the child out. A child will not be released to anyone other than the parent or guardian without written permission of the parent or guardian.

Electronic Devices

Students are not permitted to use electronic devices or hand-held toys in any part of Faith Formation classroom, Parish Center or worship space. Any student using Cell phones, Smart -Watches and other such devices will be asked to put it away. If they do not comply, it will be confiscated by the catechist and returned to the student after the session.

Outreach Projects

Each year the Saint Mark Faith Formation Program Participates in several Outreach Projects. These include:

1. Thanksgiving Food Drive
2. Christmas Toy Drive
3. Lenten Initiative- Easter Basket Drive

Drop off and Pick Up Procedures

Students are NOT permitted to walk home from Faith formation classes.

Grades Kindergarten through 6th Grade

1. *Parents are to park and walk their student(s) to the Parish Center for drop off.*
2. *Parents must sign their student(s) in upon drop off and out upon pick up.*
3. *Students will be escorted into the school by the catechists and then escorted back to the Parish Center for pick up.*

Grades 7th, Confirmation and Pre-Confirmation

1. *Parents are to drop their student(s) to the front office waiting area of the school.*
2. *Students will be allowed into the classroom once the Catechist arrives.*
3. *Catechists will escort the students from the school to the Parish Center for pick up.*
4. *Parent will sign out and pick up their student(s) in the Parish Center by the fountain.*
5. *ALL students must be signed out by a parent.*
6. *In the event the student is a driver, please see the Director for parent permission forms.*

Class Conduct Rules

1. Students must be on time to class.
2. Students will have assigned seats in the classroom.
3. **CELLPHONE USE** during class session is strictly prohibited.
4. Students must follow all protocols and procedures set forth by the Archdiocese of Miami

Class Attendance Policy

1. Students are expected to attend all scheduled classes.
 2. Should a child be unable to attend a class, please let the Catechist know in advance via email.
 3. An absent student must make up any lesson/activity prior to the next class and complete the weekly follow-up assignment, reflection and/or assessment.
 4. Each student is allowed only (2) excused absences. Excused absences include, but are not limited to illness, emergency, etc. All absences exceeding this benchmark will be reviewed by the Director, especially for pre-sacrament and sacrament years.
-

**ST. MARK THE EVANGELIST PARISH
FAITH FORMATION POLICIES AND PROCEDURES**

PAGE TO BE SIGNED

Photo Usage (This release is for Registration purposes ONLY. Pictures will not be posted on social media at this time) Archdiocese of Miami MEDIA/PHOTO RELEASE FORM

I, _____ do hereby give the Archdiocese of Miami, its representatives and employees the right to take video/photographs of me and my property. I authorize the Archdiocese of Miami, its assigns and transferees to copyright, use and publish the same in print and/or electronically.

I agree that the Archdiocese of Miami may use such video/photographs of me with or without my name and for any lawful purpose, including for example such purposes as publicity, illustration, advertising, and Web content.

I have read and understand the above:

Signature: _____

Address: _____

Email: _____

Telephone: _____

Date: _____

Student Name (s) 1. _____, 2. _____

3. _____

(Please print)

MINOR CONSENT

I am the parent and guardian of the minor(s) named above, and have the legal authority to execute the above release. I approve the foregoing and waive any rights in the premises.

Parent/Guardian Full Name (please print): _____

Signature: _____

Address: _____

Email: _____

Telephone: _____

Date: _____

I understand and agree to the Saint Mark Faith Formation Policies and Procedures.

Parent Signature _____