



Good Shepherd Catholic Church
8200 Gold Coast Dr
San Diego, CA 92126
T: (858) 271-0207

INFANT BAPTISM INFO PACKET

Congratulations and thank you for choosing to have your child baptized into the Catholic Church. Below is a step-by-step walk through of the process as well as a checklist of items that you will go through before having your child baptized. Please read it carefully to avoid any delays in the process.

- ☐ Paperwork – Please turn in the following forms to the parish office. **Please note that all items must be turned in together. No individual documents will be accepted.**
 - Baptismal Registration Form
 - Copy of your child's birth certificate
 - A completed Godparent Form for each godparent. You can have up to 2 godparents. If you have 2 godparents, they must be 1 male and 1 female.
- ☐ A priest will contact you to schedule an interview with the parents.
- ☐ After the interview, all parents and godparents are required to attend a baptism workshop.
 - If godparents are from out of town, they can attend the workshop at their home parish and provide proof of attendance.
 - If parents or godparents have taken a baptism workshop within the past 3 years, they do not need to attend the workshop. However, we do encourage godparents to attend the workshop with parents as they journey together with the parents.
 - Please contact the Faith Formation Office **BEFORE** you take any online course to ensure that we accept the course.
- ☐ Parents can schedule the baptism **only** after all the above items are complete.
 - English baptisms take place on the 2nd and 3rd Sundays of the month at 3:30 PM.
 - Vietnamese baptisms take place on the 4th Sunday of the month at 3:30 PM.
 - Spanish baptisms take place on the 1st Sunday of the month at 3:30 PM.



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CHECKLIST OF ITEMS TO HAVE

Please ensure to bring all the items below. No incomplete packets will be accepted.

- ☐ Baptism Registration Form
- ☐ Copy of your child's birth certificate
- ☐ A completed Godparent Form for each godparent. You can have up to 2 godparents. If you have 2 godparents, they must be 1 male and 1 female.

Baptism Registration Form

Good Shepherd Parish

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Child:

Last Name

First Name

Male: ☐ Female: ☐

Place of Birth

City

State

Birthday

Father

Last Name

First Name

Birthday

Religion

Phone

EMail

Mother

Last Name (Maiden)

First Name

Birthday

Religion

Phone

EMail

Address

Street Address

City

State

Zip

GodFather

Last Name

First Name

Birthday

Religion

GodMother

Last Name

First Name

Birthday

Religion

Were parents married in Catholic Church?

☐ Yes ☐ No

Or in a church of another denomination?

☐ Yes ☐ No

Were parents married in civil ceremony?

☐ Yes ☐ No

Is the Family registered in our Parish?

☐ Yes ☐ No

Remarks: _____

FOR OFFICE USE ONLY Date Received _____ Parish ID # _____

Date of Baptism _____ Minister of Baptism _____

PDS _____ WP _____ Certificate _____ Baptismal Registry # _____

Request for an Appointment with a Priest or Deacon Regarding Baptism

We are available for an appointment to speak about the baptism of our child on:

Best Day of the Week: _____

Best Time of Day: _____

We can be reached to schedule this appointment at the following number during the day:

Daytime Telephone Number: _____

We would like to speak to a priest or deacon about:

☒ Baptism

☐ Convalidation of a civil marriage

☐ Annulment of a prior marriage

☐ Marriage preparation

Note: The priests and deacons are very busy in the evenings after six with mass and parish meetings and on the weekends with sacraments and meetings. If the parents have some time between 9 am and 5 pm, Monday through Friday, it will be easier and faster to schedule the appointment. Otherwise the priest or deacon will make every effort to be able to meet with you at the time you have indicated but it may take a little longer for them to find a time.



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The following form is an affidavit form for the Prospective Godparent.

Please read through the instructions carefully.

This affidavit is not complete until it is signed and sealed by your parish.

Rationale of Godparent Eligibility: Godparents for the Sacrament of Baptism are called to be good examples and witnesses of the faith to those whom they are a godparent. To ensure that the Prospective Godparent can fulfill their responsibilities in raising the person in the faith, the Church has listed guidelines for a person to be a godparent. (Code of Canon Law, cc. 872-874 & 893)

Instructions:

As Catholics we are bound to Catholic rules to be good examples and witnesses to those we are godparents to. These are the guidelines that, in choosing to be a godparent, you are obligated to follow.

- The Prospective Godparent is to fill out the form and answer the questions truthfully in front of a member of their parish staff.
 - No proof of the validity of the Prospective Godparent's answers is necessary.
 - If married, must be sacramentally married in the Catholic Church.
 - If not married, must not be living with their significant other.
 - If has children, they are being educated in the faith.
 - Attends mass every Sunday and all holy days of obligations.
 - Regularly receives the Eucharistic and goes to Confession.
- The Prospective Godparent will sign as evidence of the validity of the answers they have provided.
- Parish staff signs and seals the form with the Parish Seal.

* If the Prospective Godparent is registered and attending Good Shepherd Parish, the Prospective Godparent can bring this form to the office during normal business hours.

Fr. Elmer Mandac
Pastor



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VERIFICATION OF A PARISHIONER TO SERVE AS A GODPARENT FOR BAPTISM

Name of Person to be Baptized: _____

Name of Prospective Godparent: _____

Prospective Godparent(s) please follow the below instructions:

1 - Take this form to the parish where **you** attend mass and complete with a member of the parish staff

2 – Return the completed form (signed and sealed by the parish staff) to the parents.

DO NOT TURN THIS INTO THE OFFICE BY ITSELF.

Parents:

Once you receive this completed form back from the godparent(s), please turn it in to the parish office along with all other documents.

☐ Yes ☐ No I have as received all the Sacraments of Initiation (Baptism, Confirmation, Holy Communion).

☐ Yes ☐ No I am at least 16 years old.

☐ Yes ☐ No I am **NOT** the parent of the person being baptized.

☐ Yes ☐ No ☐ Not Married My marriage is celebrated in the Catholic Church or I am not married.

☐ Yes ☐ No I attend Mass on Sundays and Holy Days of Obligation and regularly receive the Sacrament of Penance

☐ Yes ☐ No I understand and accept the responsibilities which I undertake as a Godparent for this person. I will assist their parents in the Catholic duty and will help this person by example, word, and action, to live as a faithful Catholic in communion with and according to the teachings of the Holy Catholic Church.

Please sign and date below once you have answered all the above questions.

Parish Staff Signature Parish

Prospective Godparent's Signature Date

Parish Seal



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