



Good Shepherd Parish

8200 Gold Coast Drive • San Diego, CA 92126
(858) 271-0207 • www.goodshepherdparish.net

INFANT BAPTISM INFORMATION

Children under the age of seven (7)

Congratulations, and thank you for choosing to have your child baptized into the Catholic Church. We are honored to accompany your family as you prepare for this joyful celebration of your child's Baptism. Our goal is to make this process as simple and welcoming as possible. If you have any questions along the way, please contact the parish office—we are happy to assist you.

Preparing for Your Child's Baptism

1. The child must be under the age of seven (7). If the child is 7 years or older, the Baptism is a separate process and will be done within the appropriate Parish Faith Formation Program.
2. Parents should be registered parishioners of Good Shepherd Parish and regularly participate in the Sunday Mass. Families who are not registered may celebrate the Baptism at Good Shepherd if they reside within parish boundaries. We warmly encourage families to register as parishioners. Families who belong to another parish and wish to celebrate the Baptism at Good Shepherd are asked to provide a letter of permission from their pastor.
3. Godparents must be Catholic and at least 16 years of age:
 - Must have received the Sacraments of Baptism, First Communion, and Confirmation.
 - At least one Godparent is required. A child may have one or two Godparents. If there are two, they must be one man and one woman.
 - If a Godparent is married, he or she must be married according to the rite of the Catholic Church, regardless of whether the spouse will serve as the child's Godparent.
 - If a Godparent is single, he or she may not be living with another person outside of marriage.
4. Parents and Godparents must attend Baptism Preparation workshop.

Steps for Baptism at Good Shepherd Parish.

Please review the information below carefully. Baptism dates are scheduled only after all required forms, documents, interviews, and workshops have been completed.

1. Required Application Documents -- ***Submit Complete Package In Person***

Parents or legal guardians must submit the following items to the parish office **as one complete packet**. Individual or incomplete documents will not be accepted. Online submissions are not accepted.

- ☐ Baptism Request Form (page 1) and Conversation with Clergy Form (page 2)
- ☐ Copy of the child's birth certificate
- ☐ A completed *Godparent/Sponsor Affidavit of Good Standing* for each Godparent, signed and sealed by the Catholic parish where the Godparent regularly participates in Sunday Mass.

If a Godparent regularly participates at Good Shepherd Parish, the Godparent must personally bring the affidavit to the parish office to be reviewed, signed, and sealed by a priest, deacon, or designated parish representative during regular office hours.

2. Conversation with Priest or Deacon

As part of preparing for your child's Baptism, a priest or deacon will review your registration materials. Based on the information you provide, a priest or deacon may contact you to arrange a meeting or telephone conversation.

The conversation provides an opportunity for both you and the priest or deacon to discuss your family's preparation for Baptism, answer questions, and address any pastoral concerns or special circumstances. If there are topics you would like to discuss, please indicate them below.

3. **Baptism Preparation Workshop**

Parents and Godparents are required to attend a Baptism Preparation Workshop. Whenever possible, parents and Godparents are encouraged to attend together.

The workshop is designed to help you prepare spiritually and practically for your child's Baptism. During the workshop we will explore the meaning and importance of the Sacrament of Baptism, review the baptism ceremony, discuss the role of parents and godparents, and provide practical information to help you prepare for your child's special day.

The workshop lasts approximately **90 minutes**. Including check-in and administrative matters, please plan to spend about **two hours** with us. Reservations are required. Workshops are offered:

- **English:** 2nd Saturday of the month, 10:00 a.m.–12:00 noon
- **Spanish:** 3rd Saturday of the month, 10:00 a.m.–12:00 noon

Each participant will receive a Certificate of Attendance upon completion of the workshop. Most Catholic parishes accept the certificate for at least **three years** when serving as a parent or godparent at another baptism.

If parents or Godparents have completed a Baptism Preparation Workshop within the past three years, they do not need to attend again. Please provide verification of attendance.

Godparents who live outside the area may attend a workshop at their home parish and provide verification of attendance.

Online courses are generally not accepted by Good Shepherd Parish unless online preparation is the standard practice of the Godparent's home parish or diocese.

4. **Baptism Scheduling**

Your child's baptism will be scheduled only after all required forms, documents, conversations, and workshops have been completed.

Because Baptism is celebrated within the life of the parish community, baptisms are ordinarily celebrated together with other families rather than as private ceremonies.

Baptisms are generally scheduled as follows:

- **Spanish Baptisms:** 1st Sunday of the month at 3:30 p.m.
- **English Baptisms:** 2nd and 3rd Sundays of the month at 3:30 p.m.
- **Vietnamese Baptisms:** 4th Sunday of the month at 3:30 p.m.

5. **Parish Donation and Stipends**

Baptism is God's free gift of grace and is never dependent upon one's ability to make a financial contribution. No family will ever be denied the Sacrament because of financial hardship.

Parish Donation. Families are invited to make a donation of \$50 to help support Good Shepherd's Baptism ministry, including preparation materials, sacramental recordkeeping, and parish administrative expenses. We ask that this donation be submitted with your completed Baptism Registration Packet.

Stipend for the Celebrant. Families may also offer a personal stipend to the priest or deacon who celebrates the baptism as a gesture of appreciation. Envelopes will be available at the Baptism Preparation Workshop and at the baptism ceremony.



Good Shepherd Catholic Church

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Request for Baptism

Preferred Language of Baptism:

Name of Child (Last/First): _____

ENGLISH ☐ SPANISH ☐ VIETNAMESE ☐

Date Submitted: _____

CHILD'S INFORMATION

Please attach a copy of the child's birth certificate to this form.

Full Name of Child as printed on official birth certificate (First/Middle/Last)

Date of Birth (M/D/Y):

Male ☐

Female ☐

Place of Birth/City/Zip:

PARENTS' INFORMATION

FATHER'S First Name

Last Name

Date of Birth:

Catholic Yes ☐ No ☐

Practicing Catholic Yes ☐ No ☐

Other:

Phone:

Email:

MOTHER'S First Name

Last Name

Date of Birth:

Catholic Yes ☐ No ☐

Practicing Catholic Yes ☐ No ☐

Other:

Phone:

Email:

ADDRESS: (Street/City/Zip)

Are the parents married: Yes ☐ No ☐

Marriage witnessed by: Catholic Priest/Deacon ☐ Non-Catholic Clergy ☐ Civil Magistrate ☐

If married by Catholic Church: Name of Church:

City/State:

Date:

Family Registered in Good Shepherd Parish or
resides within parish boundaries:

Yes ☐ No ☐

Families Registered In Another Parish:

Permission Letter from pastor is required to have child baptized at Good Shepherd.

Previously attended a Baptismal Workshop

Father: Yes ☐ No ☐

Mother: Yes ☐ No ☐

Date: of Workshop (must be within last 3 years):

Location of Workshop:

GODPARENTS' INFORMATION

Each Godparent/Sponsor must complete a Godparent/Sponsor Affidavit of Good Standing. The affidavit must be reviewed in person and signed by the pastor, deacon, or designated parish representative at the parish where the Godparent/Sponsor regularly participates in Sunday Mass.

Godfather's Name (must be a practicing Catholic):

Home Parish:

Baptized: Yes ☐ No ☐

Age/Date of Birth:

Confirmation: Yes ☐ No ☐

Godmother's Name (must be a practicing Catholic):

Home Parish:

Baptized: Yes ☐ No ☐

Age/Date of Birth:

Confirmation: Yes ☐ No ☐

CHURCH USE ONLY

Workshop Dates

Father

Mother

GP-1

GP-2

Location if NOT in parish

Date of Baptism:

Minister of Baptism:

PDS _____ Certificate _____

Baptismal Registry # _____

Preferred Language of Baptism Service:

Name of Child (Last/First): _____

ENGLISH ☐ SPANISH ☐ VIETNAMESE ☐

Date Submitted: _____

Conversation with Priest or Deacon

As You Prepare for Your Child's Baptism

Every family's registration materials are reviewed by a priest or deacon. Based on the information you provide, a priest or deacon may contact you to arrange a meeting or telephone conversation to discuss your family's preparation for Baptism, answer any questions, and offer pastoral guidance and support.

If a conversation is scheduled, it is generally about 30 minutes. Appointments are typically available Monday through Friday during regular parish office hours (9:00 a.m.–12:00 noon and 1:00–6:00 p.m.). Evening appointments may be available depending on clergy availability. We will make every effort to accommodate your schedule.

Parent Availability

Preferred Day(s)	
Preferred Time(s)	
Best Telephone Number	
Best Email Address	

Conversation Topics

(Please check any topics you would like to discuss with clergy.)

☐ 1. Raising our child in the Catholic faith	☐ 5. Previous marriage or annulment.
☐ 2. Returning to the practice of the Catholic faith	☐ 6. Faith Formation opportunities for our family
☐ 3. Marriage Preparation	☐ 7. Becoming more involved at Good Shepherd Parish
☐ 4. Convalidation of our marriage in the Catholic Church	☐ Other:

Is there anything else you would like the priest or deacon to know before your conversation? *Please feel free to share any questions, concerns, or special circumstances.*

CHURCH USE ONLY

Clergy/Deacon	
Conversation Held	☐ In-Person ☐ Telephone Date:
Topics Discussed	
Follow-up	☐ None ☐ Priest ☐ Deacon ☐ Marriage Ministry ☐ Faith Formation ☐ OCIA / Adult Faith Formation ☐ Other:
Notes	



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Godparent/Sponsor Affidavit of Good Standing

for Baptism, Confirmation, and OCIA Sponsors

Please read these instructions carefully before completing the affidavit.

A separate affidavit must be completed for each Godparent or Sponsor.

The affidavit is not complete until it has been signed and sealed by your parish.

Eligibility to serve as a Godparent or Sponsor:

Godparents and Sponsors are called to be good examples and witnesses of the faith to those they are asked to accompany in the Christian life. To ensure that the Prospective Godparent /Sponsor 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:

1. Complete the applicant information on this form.
2. **Take this form to the Catholic parish where you regularly participate in Sunday Mass.**
3. Meet in person with the pastor, deacon, or designated parish representative, who will review your responses, determine your eligibility to serve, and sign and seal the affidavit. Supporting sacramental documents are ordinarily not required.

The pastor, deacon, or designated parish representative will determine eligibility based upon your responses and parish knowledge of your participation in the life of the Church

- If a Godparent regularly participates at Good Shepherd Parish, the Godparent must personally bring the affidavit to the parish office to be reviewed, signed, and sealed by a priest, deacon, or designated parish representative during regular office hours.
4. After the form has been signed and sealed, return it to the parents or candidate for submission to Good Shepherd Parish. **Do not return this form directly to Good Shepherd Parish.**

Preferred Language of Service:

CANDIDATE LAST/FIRST NAME: _____

ENGLISH ☐ SPANISH ☐ VIETNAMESE ☐

Date Submitted: _____

Godparent/Sponsor Affidavit of Good Standing

☐ Infant Baptism ☐ Child (7+) ☐ High School Confirmation ☐ OCIA (Adult Baptism or Confirmation)

GODPARENT/SPONSOR INFORMATION

Godparent/Sponsor Full Name (Please PRINT): _____

Address (City/State/Zip): _____

Phone: _____ Email: _____

BAPTISM CHILD/CANDIDATE INFORMATION

Name of the Child/Adult being Baptized/Confirmed: _____

Names of Parents (if minor): _____

Parish where the Baptism/Confirmation will be celebrated: _____

Address of Parish _____

Anticipated Date of Baptism / Confirmation, if known: _____

Review each statement and check the appropriate boxes. Complete any additional information requested.

- ☐ I am at least 16 years old.
- ☐ I am NOT the parent of the person to be Baptized/Confirmed.
- ☐ I am registered and/or regularly participate in Sunday Mass at the Catholic parish listed below and strive to live in good standing with the teachings of the Catholic Church.

Church: _____

Address (Street/City/State/Zip): _____ Phone: _____

- ☐ I have received all the Sacraments of Initiation (Baptism, Confirmation, and Eucharist).
- ☐ I regularly receive the Sacraments of the Eucharist and Reconciliation.

Check the relevant box.

- ☐ I am married, and our marriage is recognized by the Catholic Church.

Church/City/State: _____ Date: _____

- ☐ I am single not living with another person outside of marriage.
- ☐ I am civilly married, not in the Catholic Church.

- ☐ I understand and accept the responsibilities which I undertake as a Godparent/Sponsor 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.

- ☐ My signature affirms that the information on this form is true and accurate.

Applicant Signature

Parish _____

Parish Seal or Stamp

Pastor/Designee Printed Name

Date _____

Pastor/Designee Signature



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Applicant Signature

Parish _____

Parish Seal or Stamp

Pastor/Designee Printed Name

Date _____

Pastor/Designee Signature