

Requirements for Baptism at Mary Queen

Thank you for your interest in baptizing your child here at Mary Queen. Please review the following requirements for children who are under the age of seven. If over the age of seven, please contact the parish office for information.

1. You must be a registered parishioner of a Catholic church to have your child baptized at Mary Queen. It is strongly recommended that the baptism of your child take place at your home parish, where you are registered. However, it is possible to baptize your child here at Mary Queen, even if you are not a registered parishioner of Mary Queen. In this case, you will need a letter from the pastor of the Catholic church where you are registered, giving you permission to baptize your child here.
2. A legible printed baptism registration form (Attachment 2) needs to be completed and returned to me at anitashorosky@maryqueenchurch.org. In order for our records to be correct, this form must be filled out through the name of the second Godparent with all entries being true and correct. Please use full legal names for the child, parents, and Godparents. When you email that back to me, please include a copy of your child's birth certificate or birth facts. Please include all documents as attachments to the email. Do not include them in the body of the email.
3. Godparent(s) are a very important part of the Baptism process. More than a ceremonial figurehead, Godparents are the gatekeepers of the parents. It is the Godparents' responsibility to make sure that the parents are raising their child in the Catholic faith. Requirements to be a Godparent are set by Canon Law. They cannot be waived for any reason. You may have one or two Godparent(s). If you choose to have one Godparent, they must be Catholic and in full Communion with the Catholic Church. Please see Attachment 3 for more information. You may have a Christian Witness in addition to one

Godparent. To be a Christian Witness, they must have a valid baptism that is recognized by the Catholic church. Attachment 4 lists some of the Valid and Non-Valid baptisms that are recognized by the Catholic church. Godparents that meet the requirements must complete a Godparent Covenant at Attachments 5 and 6. These must be returned to me prior to the baptism interview.

4. Once I receive the baptism registration form, the birth certificate/birth facts, the Godparent Covenant form(s), and the letter from your pastor, if you are not a registered member of Mary Queen, I will contact you to schedule an informational interview with one of our Deacons. The interviews are held on the first and third Monday evenings of the month, here at Mary Queen. **Unfortunately, I cannot schedule an interview unless I have the baptism registration form, the birth certificate/birth facts, the Godparent Covenant Form(s), and the letter from your pastor, if you are not a registered member of Mary Queen.**
5. Parents and Godparents/Christian Witness must complete a baptism class. If you have completed a baptism class in the three years prior to the baptism, you may provide me with documentation from the church where you took the class. This should include the name and the date of when you took the class on the church's letterhead. Presently, we are offering the baptism class online through Ascension Press. Please see Attachment 7 for directions on how to access the website and complete the class. Each parent and Godparent must log in on their own to Ascension Press and complete the class. A certificate is provided at the end, and it should have just one name on it. Please forward that certificate to me.

Once all the above steps are completed, we can schedule the baptism. Baptisms are held on the third Sunday of the month. Baptisms are not held during Lent, and they may be held on the second Sunday in December, depending on how close the third Sunday is to Christmas.

Please note: The Verification of Birth Facts is fine for the baptism. However, to record the baptism after the ceremony and receive a baptismal certificate from Mary Queen, a copy of the birth certificate will be required. This should be turned into the office as soon as possible but is not necessary for the ceremony itself.

I hope this information is helpful. If you have any questions, please do not hesitate to contact me either via my email or by phone at 281-482-1391.

I look forward to working with you on the baptism of your child.

Anita Shorosky
Baptism Coordinator