



# RCIA Commission

**To:** Pastors and RCIA Coordinators  
**From:** Diocesan RCIA Commission / Rev. Martin Schratz, OFM Cap., Chair  
**RE:** Preparations for the Rite of Election and Call To Continuing Conversion  
**Date:** December 1, 2017

## Schedule:

Sunday, February 18, 2018 at St. Barnabas, Arden - 2:00 pm  
Saturday, February 24, 2018 at St. Paul the Apostle, Greensboro 12:00 pm  
Saturday, March 3, 2018 at St. Matthew, Charlotte 12:00 pm

Bishop Peter J. Jugis will preside at all celebrations.

1. **PARTICIPATION.** To enable all catechumens in our diocese to participate in the *Rite of Election/Call to Continuing Conversion*, the Bishop will celebrate the Rite on three different dates, in three different locations, as noted above. Your parish group may participate at any of the locations. **The Rite of Election** is required for catechumens and their Godparents, unless serious reason prevents them from doing so. If there are schedule conflicts for catechumens, the parish may present catechumens at any of these sites so that all may participate. **The Call to Continuing Conversion** for the baptized candidates and their sponsors is optional, but strongly encouraged.

Each parish is asked to send the enclosed forms to the contact person by the deadline of January 19<sup>th</sup> so that a list of names can be included in the program. In addition, send \$2.00 per person (for catechumens, candidates, godparents, sponsors, pastors, catechists, coordinators, family and guests) to assist with administrative costs as well as expenses of the reception to which all will be invited. Make check payable to the parish hosting the Rite you will attend. Please see the enclosed forms for details. No Diocesan funds are available to defray costs to the hosting parish.

2. **RITE OF SENDING CATECHUMENS FOR ELECTION.** **The Rite of Sending** can be found at Paragraph # 106, or # 530 (combined Rite) in the ritual text of the RCIA. The Rite of Sending should take place in the individual parishes on, or prior to, the First Sunday in Lent, March 5<sup>th</sup>. Catechumens will sign the *Book of the Elect* at this ritual. The *Book of the Elect* will then be brought to the Diocesan celebration of the Rite of Election at which you participate. For more info, please see item #6 of this memo.
3. **PARISH GROUP AT THE RITE OF ELECTION/CALL TO CONTINUING CONVERSION.** The pastor, catechists, catechumens, godparents, candidates and sponsors will all sit together in designated pews. **Catechumens** will wear a plain WHITE nametag, written in **purple**, with name and parish. **Baptized candidates** will wear a

4. plain WHITE nametag, written in **green**, with name and parish. Each parish should provide the nametags for their catechumens and candidates. NOTE: Anyone else wearing a nametag should have it written in black pen or marker, no other color. **For the sake of uniformity, please do not embellish any nametags.**
  
5. **PROCEDURE FOR PARISH DELEGATE AT THE RITE OF ELECTION/Call to Continuing Conversion:**
  - a) If your parish is sending catechumens and candidates whose first language is something other than English, we suggest a delegate be sent who will present those catechumens or candidates to the Bishop in their own language.
  - b) At the microphone in the aisle, the pastor, a catechist, or coordinator will read, from the BOOK OF THE ELECT, the names of the catechumens present.
  - c) The delegate will then go to the sanctuary with the catechumens and their godparents holding the Book of the Elect in front of them with the front of the book facing forward and raising it when asked by the Presenter. (There will also be an insert in the program with a list of names, but the parish delegate is responsible for an accurate list of those catechumens and candidates present, having possession of the parish Book of the Elect, and returning it to the parish. The Bishop does not sign the Book of the Elect. If there is a space, the pastor or parish coordinator may fill in the Bishop's name.)
  - d) After the Bishop has completed the portion of the liturgy with catechumens, the names of the candidates will be read at the microphone in the aisle from a **suitable folder**. **Please do not read the names of the candidates from the *Book of the Elect*.**
  
  - e) Specific instructions will be given to the PARISH DELEGATE(S) immediately prior to the celebration by a member of the Diocesan RCIA Commission/Parish On-site Coordinator.
  
6. **ORDER OF THE LITURGY: Rite of Election and Call to Continuing Conversion.**
  - a) Pastors, initiation ministers, candidates, sponsors, catechumens, godparents, are seated together according to parish.
  - b) Procession of the Bishop and ministers of the liturgy during gathering hymn.
  - c) Liturgy of the Word: Readings, Psalm, Gospel acclamation, Holy Gospel, Homily.
  
  - d) **Rite of Election:** Presentation of the catechumens, parish by parish, the names being called by the parish delegate(s) from the parish Book of the Elect at the microphones in the aisles. The catechumens **walk forward and surround the sanctuary** with their godparents as their names are called. Godparents stand with hands on shoulders of catechumens. Parish delegate stands with the catechumens and Godparents in the sanctuary holding the parish *Book of the Elect*.
  - e) Dialog with the Bishop. The godparents are asked questions about their testimony, then the catechumens are asked to declare their own willingness, and the whole assembly is asked for support. Directions are in the program. **Please review the responses with your catechumens and Godparents.**

- f) The Bishop declares the catechumens the ELECT and asks the parish delegates to raise up the opened *Book of the Elect*. After the pronouncement by the Bishop, the Elect and Godparents will be instructed by the ushers to return to the Assembly.
- g) **Call to Continuing Conversion:** Presentation of candidates, parish by parish, names called by parish delegate(s) at the microphones in the aisles. The baptized candidates **stand in place** in the Assembly until all are called. The sponsors are then invited to stand beside them with hands on shoulders. All remain in place in the Assembly.
- h) Dialog with the Bishop. The sponsors, candidates and the assembly are asked questions about their testimony. Directions are in the program. **Please review the responses with your candidates and sponsors.**
- i) The Bishop recognizes the baptized in the Call to Continuing Conversion.
- j) Intercessions for the elect and candidates (all stand).
- k) Closing hymn (There is no Liturgy of the Eucharist). Reception follows.

## 7. HELPFUL SUGGESTIONS

- a) For the Rite of Sending, which takes place in the parish on, or before, the First Sunday in Lent, it is imperative that the ritual clearly indicates those who are catechumens and those who are already baptized. One way is to have separate liturgies at different Masses. Since there are usually fewer catechumens, a separate liturgy allows for actual testimony by the godparent rather than just the standard reply. If a combined Rite for both catechumens and candidates is used, please follow the Ritual as outlined in the *Rite of Christian Initiation of Adults*, Paragraph #536-546.
- b) If your parish does not have a published Book of the Elect, please provide a suitable book, which contains the names of the elect. **Please do not use a file folder as a ritual book.**
- c) **Baptized candidates DO NOT sign the Book of the Elect.** Please place names of candidates in a suitable folder. Please do not read the candidates names from the *Book of the Elect*.

If you need further **INFORMATION** regarding the **Rite of Election** or with the **Rite of Sending** in your own parish on the First Sunday of Lent, please feel free to call or email: Fr. Martin Schratz, OFM.Cap 828-693-6901 or email: [icfrmartin@yahoo.com](mailto:icfrmartin@yahoo.com) or Pat Millar 336-768-5892 or email: [jpmillar68@gmail.com](mailto:jpmillar68@gmail.com)