

Immaculate Conception Altar Server Registration Form

(Iteration: 07/25/2024)

Date: _____

Personal Information:

Name: _____

Address: _____

Phone Number: _____ Age: _____ Grade: _____

Parent's Name: _____

Email: _____

Altar Server Training/ Experience:

☐ No Training and no experience

☐ Served at _____, when _____

Mass availability information:

Saturday Mass: 4pm ☐

Sunday Masses: 8 am ☐ 10 am ☐

5 pm ☐ (reserved for High School servers)

Requirements:

- Be an active member of Immaculate Conception parish.
- Have already made First Holy Communion and regularly attend Mass on Sundays and Holy Days of Obligation.
- Complete an application and receive proper formation before beginning to serve.
- Serve at every Mass to which you are scheduled.
- Must arrive at least 20 minutes before Mass and be expected to stay 10 minutes after.
- Clean appearance and proper clothing should be worn while serving Mass:
 - White shirt (or blouse for girls), black or dark pants. Girls may wear dress or skirt of a modest length (knee-length).
 - Dress shoes should be worn, black for boys, and close-toed black or white for girls. Tennis shoes, sneakers, flip flops and sandals are not appropriate at the altar.
 - Hair should be neat and combed. Headbands and hair accessories should be dark solid colors. Girls should refrain from excessive or flashy jewelry or accessories.
 - Cell phones are not allowed while serving.

Expectations:

The altar servers form a very important part of the church and every parish is enriched through their dedication and service. It is a very important responsibility, and requires a sincere commitment.

Altar servers must serve because they feel a personal calling to service. An altar server must therefore be willing and interested to participate in this ministry on his or her own accord. Similarly, parents must undertake an active role in supporting their child in this ministry.

An altar server performs all assigned duties with attention, dignity and reverence because they are serving in the presence of Our Lord. The Sanctuary is holy, and access to it is a privilege.

An altar server knows the Order of the Mass, the responses and the principal prayers of the Mass. Each candidate must identify, know the purpose of, and properly use each liturgical item used at Mass. Therefore, each server must take the time to memorize these prayers if they do not already know them and make every effort to attend the monthly formation meetings.

An altar server strives to remain in the Ministry throughout high school. The Parish needs seasoned servers to be models to the new and younger servers and continue to lift the congregation in prayer by their prayerful example.

Please Read Carefully Before Signing:

By my signature, I indicate that I am willing to serve Immaculate Conception Catholic Church in the capacity of an altar server on the dates and times committed which will be published in a monthly schedule. I further agree to attend all scheduled training sessions, and if I cannot serve when I am scheduled I agree to contact the Altar Server Coordinator.

Signature

By my signature, I agree to support my child in their ministry to the Immaculate Conception Catholic Church as an altar server on the days and times indicated for both Masses and training. I further agree to try to ensure my child arrives at least 20 minutes before Mass and is properly dressed. I also understand that if my child arrives late and is not properly dressed, they may not be allowed to serve at the Mass.

Signature of Parent or Guardian