



## **2024-25 St Rose of Lima Faith Formation Program Registration Instructions**

**Welcome to SRL's Faith Formation Program 2024-2025.** A Family Based program centered around gathering for Sunday Mass. Mass is the first level of Catechesis and the best way to engage families back to the love of God is by sharing in the Eucharist at Mass. Therefore, families are encouraged to participate in weekly Mass and be involved in teaching the faith to their children through this program. Our sessions are centered around the Liturgy of the Word.

**All are expected to attend weekly Sunday 9:30 AM Mass.**

**PROGRAM BEGINS SUNDAY, SEPTEMBER 22, 2024. PLEASE REGISTER BY SEPT. 15<sup>th</sup>**

**Late Fee of \$25 PER CHILD will be added if registering after September 15<sup>th</sup>**  
**FINAL DEADLINE for Registration is October 18, 2024**

### **Program Overview**

#### **Children's Liturgy of the Word (CLOW) - Grades Pre-K 4 through 3<sup>rd</sup>**

Meets every Sunday in Ryan Hall at 9:30 AM. Children gather at the elevator to be escorted down to CLOW. The children are brought back up for the second half of Mass to be seated with their families during the Presentation of the Gifts, unless they have one of the following specific sessions that day:

**NOTE: New names for each of the grade sessions.**

- **Our Littlest Saints:** *This group is for any child who is in Pre-K (4) & Kindergarten.*
  - Attend CLOW every Sunday and then once a month after CLOW ends they are brought up to the Sacristy for their session. *Dismissal at the end of Mass on the Church altar steps where parents pick up their child.*
- **Bread for Angels:** *First Year of Sacramental Prep. This group is for any 1st grader who needs to complete the first year of sacrament preparation to be eligible to receive First Reconciliation and First Communion the following year. Your child must complete this year of preparation to be eligible for the First Sacraments Program in 2nd Grade.*
  - Attend CLOW every Sunday and then once a month after CLOW ends, they are brought to the Faith Formation Room in Ryan Hall for their session. *Dismissal at the end of Mass in the Faith Formation Room in Ryan Hall, where parents pick up their child.*
- **At the Table of the Lord:** *First Sacraments of Reconciliation & Communion. This group is for 2nd graders or any student that has already completed one year of first sacramental preparation.*
  - **Prerequisite:** Completion of "Bread for Angels" (formerly K/1<sup>st</sup> grade last year). *If your child did not have one year of sacramental prep in 1st grade and is currently a 2nd grader - please register him/her for the "Theophilos Club" to fulfill required Sacramental Prep.*
  - Attend CLOW every Sunday and then twice a month they remain in Ryan Hall for their Sacrament Preparation session. *Dismissal at the front steps of the Church at 10:45 AM.*
- **Theophilos Club:** *This group is for any 3rd grader that has already received their First Sacraments the prior year OR any 2nd grader who has NOT completed the Bread for Angels (First year of sacramental prep session, formerly K/1<sup>st</sup> grade program last year).*

- Attend CLOW every Sunday and then once a month at the conclusion of Mass, the children are to report to the Faith Formation Room in Ryan Hall for their session. *Dismissal is at 11:15 AM at the side entrance of the Church.*

**Families in Synod: This group is for 4th & 5th graders.**

- Attend 9:30 AM Mass every Sunday and then twice a month they meet after Mass ends in Ryan Hall. Each student attends with at least one parent for their Family Catechesis session. *Session ends at 11:15 AM.*

**Logos: This group is for 6th graders.**

- Attend 9:30 AM Mass every Sunday and then twice a month they meet after Mass ends in the Faith Formation Room in Ryan Hall for their interactive Bible instruction. *Session ends at 11:15 AM.*

**Gateway: This group is for 7th & 8th graders OR any 9th grader or older who has NOT had a year of sacrament preparation before Confirmation.**

- Attend 9:30 AM Mass every Sunday and then twice a month after Mass ends they meet outside in the Gathering Space, weather permitting for their small group discussions with facilitators. *Teens should come dressed appropriately to participate outside. Session ends at 11:15 AM.*

**Pneuma: Confirmation Program: 9<sup>th</sup> grade or above.**

- **Prerequisite:** Completion of one (1) year of the Gateway (formerly 7 & 8th grade program last year). *If not – please register for the Gateway session to receive Confirmation the following year.*
- Confirmation candidates are expected to attend weekly Sunday Mass.
- The candidates follow a model of *Youth doing Ministry* where the candidates volunteer in service projects through Service Saturdays dates.
- Sessions meet once a month to prepare them to live the sacrament of Confirmation. The sessions follow the 9:30 AM Mass and end at 11:15 AM.
- Sessions typically meet outdoors in the Gathering Space, weather permitting. *Teens should come dressed appropriately to participate outside.*
- Confirmation is on May 11, 2025 (Candidates choose between 1:30 PM or 3:30 PM Mass via sign-up genius closer to date.)

*A Faith Formation Calendar of Events with specific dates for when each grade has their sessions will be emailed to you upon completion of registration.*

**How to Register for the Program?**

1. The 2024/25 Faith Formation Registration is available on our parish web-based system called *Realm*. **To begin registration log into [www.onrealm.org](http://www.onrealm.org).** Families that have attended our Faith Formation program in the past should already have a **Realm ID (email address) and Password**. If you forgot your password, just click on the "Forgot Password" link on the Sign-in screen and *Realm* will email you a new password.
  - **If you are new to the parish and to our Faith Formation program, we ask that you complete the *New Member Parish Registration Form* that can be found on our web-site ([www.stroseshorthills.org](http://www.stroseshorthills.org)) and indicate that you would like to register your child for Faith Formation.**

- If you are already members of the parish, but don't have a *Realm* account, just contact the Faith Formation office and one will be assigned to you.
- Once we enter your family information in our system, you will receive an invitation to join *Realm* via email. Please accept the invitation to create your account and password. If there are any problems, you can call the Faith Formation office at 973-379-3912 or email rsabatella@stroseshorthills.org.

**NOTE:** Please use *Google Chrome, Safari or Firefox* as your internet browser since **Internet Explorer is NOT a supported browser.** It is also recommended that you **do not use your cell phone** for initial access.

2. Once you are logged into *Realm* **choose on the left-hand side of your screen under the "Events" tab, ONE of 4 Registration Events as follows:**
  - **2024-25 Faith Formation Registration: NON-SACRAMENT**– choose this for any child who is in Pre-K(4) through 8<sup>th</sup> grade that attends a public school AND is NOT receiving a new sacrament (First Communion or Confirmation) this year.
  - **2024-25 1st Sacraments Registration-public schools** - choose this for any child who is in 2<sup>nd</sup> grade or older, if they have never received their First Reconciliation or Communion, and if they attend a public school. The child also must have completed one year of sacramental preparation the year before. **NOTE:** *A copy of the child's Baptismal certificate needs to be submitted to our office for our records.*
  - **2024-25 First Sacraments for SRLA Students**– choose this for any child who is in 2<sup>nd</sup> grade or older if they have never received their First Communion ONLY if they attend St Rose of Lima Academy and want to receive their First Sacraments here at St Rose. **NOTE:** *A copy of the child's Baptismal certificate needs to be submitted to our office for our records.*
  - **2024-25 Confirmation Registration-9<sup>th</sup> Gr or above** – choose this for any teen who is in 9<sup>th</sup> grade or older that needs to receive the sacrament of Confirmation and attends a public or catholic school. **NOTE:** *A copy of the teen's Baptismal AND First Communion certificates need to be submitted to our office for our records.*

Do not be confused by the Event date listed which is for internal purposes only. **Program begins Sunday, September 22nd.**

3. Your family member names should appear on the right-hand screen. **Make sure you have selected (checked off) the children's names you are registering – not the parent's names.** The system will default to the adult's name who is logged in, therefore, please remember to deselect the parents' name. Before you begin to answer the registration questions for each child, you will notice options for tuition payments on-line.

**Tuition has NOT changed this year but there will be a LATE FEE of \$25 PER CHILD added if any registration is received AFTER September 15<sup>th</sup>. Final deadline for registration is Oct. 18<sup>th</sup>:**

- **Faith Formation (Non-Sacrament) for Pre-K(4) – 1<sup>st</sup> and 3<sup>rd</sup> - 8<sup>th</sup> Grades - Tuition is \$300 PER CHILD now through Sept. 15<sup>th</sup>.**
- **First Sacraments Registration – 2<sup>nd</sup> graders - Tuition is \$500 PER CHILD now through Sept. 15<sup>th</sup>.** *(This fee includes the sacramental prep sessions plus the fees involved in receiving TWO sacraments – First Reconciliation and First Eucharist).*

- **First Sacraments for SRLA Students – Tuition is \$200 PER CHILD now through Sept. 15th.** (This fee includes the same as above but reduced since your child receives daily religious instruction in their Catholic school).
- **Confirmation Registration-9<sup>th</sup> grade or above - Tuition is \$325 PER TEEN now through Sept. 15th.** (This fee includes the sacramental prep sessions plus expenses involved in running stewardship volunteer projects, the Confirmation retreat, and the sacrament cost).

**Tuition payment must be PAID ON-LINE in FULL WITH REGISTRATION.** If you have a financial hardship and cannot pay the fee, please contact the Faith Formation office at (973) 379-3912 and our pastor, Fr. Larry will meet with you.

4. **Proceed to answer all the registration questions for each child you are registering.** Please be sure to answer **ALL** questions completely, specifically the Emergency Contact information, and make sure the **Grade and School** fields are accurate for their 2024-25 school year.
5. Once you are done with all registration questions for each child, you can then proceed to **complete your registration by selecting the “Register and Pay” button.** Here is where you can pay your tuition amount by credit card or by electronic check. **NOTE: the parish does incur fees for all credit card charges** and so we ask if at all possible, to please choose the electronic check option.
  - **If the “Register and Pay” button is not highlighted then that means you need to select “Add a payment”.** Click on that link and enter your credit card payment details. After that, you should then be able to select “Register and Pay”.

**Realm will send you an email to confirm that your registration went through successfully.** In that email you will receive a link to the *Faith Formation Calendar of Events*. If you do not receive this confirmation email, then contact the Faith Formation office to make sure your child(ren) are registered.

If you have any questions or problems registering, do not hesitate to contact the Faith Formation office via phone or email any of the following:

**Faith Formation Office: 973-379-3912**

Registration Questions:

**Rosemarie Sabatella**

[rsabatella@stroseshorthills.org](mailto:rsabatella@stroseshorthills.org)

Faith Formation Director for PreK(4) - 6th Grade:

**Jen Engelbart**

[jengelbart@stroseshorthills.org](mailto:jengelbart@stroseshorthills.org)

Faith Formation Directors for Junior High - High School:

**Liz Jessen**

[ljessen@stroseshorthills.org](mailto:ljessen@stroseshorthills.org)

**Steve Togher**

[stogher@stroseshorthills.org](mailto:stogher@stroseshorthills.org)