



**OFFICE OF FAITH FORMATION  
CATECHIST CERTIFICATION INCENTIVE**

Office Use:  
REC'D \_\_\_\_\_  
Date \_\_\_\_\_

**Please Print**

Parish/School: \_\_\_\_\_

Pastor/Principal/ Parish Catechetical Leader: \_\_\_\_\_

Name of Catechist: \_\_\_\_\_

Mailing Address of Catechist: \_\_\_\_\_

\_\_\_\_\_

<u>TITLE OF COURSE</u>	<u>DATE OF CLASS</u>	<u>CREDITS RECEIVED</u>

**Eligibility**

- Parish/school catechists who are enrolled in the Archdiocese of Louisville Ministry Institute (ALMI).
- Incentive in the amount of \$50.00 upon completion of 15-hours in Faith Formation sponsored catechist formation programs, including those that are completed through the Media Option or Virtual Learning Courses (VLCFF) completed through the University of Dayton. (A Faith Formation sponsored catechist program is one that is scheduled by the Office of Faith Formation and is listed in the Faith Formation Catalogue.)
- The maximum annual incentive per catechist is \$100.00.
- Registration and fees for programs (with the exception of VLCFF courses) are handled through the Office of Faith Formation.
- Any other class beyond those mentioned may receive certification credit upon request but the incentive is not offered.

**Application Process**

- **Requests for incentive must come from the appropriate parish administrator. (Pastor, Principal, PCL, DRE)**
- **They must be made within three months of the catechist’s completion of 15 hours.**
- **Return request form and a filled out W-9 to the Office of Faith Formation at 1200 S. Shelby St., Louisville, KY 40203 or [ff@archlou.org](mailto:ff@archlou.org).**

SIGNATURE (Pastor/Principal/Parish Catechetical Leader): \_\_\_\_\_

DATE \_\_\_\_\_