

CONCERNING PRIESTS

It is our pleasure to welcome any and all Priests to attend the Steubenville San Diego Youth Conference. It is both a blessing and a witness to hundreds of youth every weekend to see the great servants of the Church all around.

As an extension of our gratitude for your service to both the Church and to the youth during the conference weekend, all priests attend the youth conference *free of charge*.

REGISTERING A PRIEST

If a priest will be joining your group for the conference, or if you are a priest, and he/you would like to volunteer his/your time to hear the confessions of the youth and adults at the 2019 Steubenville San Diego Youth Conference, follow the link below to register.

PRIEST REGISTRATION LINK: <http://www.cvent.com/d/5bqg7n/4W>

REQUIRED FORMS

All required forms must be submitted to the Franciscan University Steubenville Conferences Office in order for attendance at Steubenville San Diego to be permitted.

- **Letter of Good Standing**
 - All priests in attendance at Steubenville San Diego (whether attending with a group or as a lone volunteer) must submit a "Letter of Good Standing" to Franciscan University, as well as a Liability Form, in order to attend the conference.
 - The letter is due by June 13, 2019.
 - Priests are not required to submit an Adult Chaperone Application/Verification Form, as the "Letter of Good Standing" will be submitted in its stead.
 - If you wish to bring a priest and the above noted deadline for the "Letter of Good Standing" has already passed, please contact us directly by calling 740-284-5888 so that we may assist you in the best way possible.
 - See page 2 for a template of this letter (also found in the Group Leader Information Packet).
- **Liability Form**
 - These are required for conference attendance and are collected via the Liability Platform. Group Leaders are responsible for sending all priest in attendance with their group the specific group link. If you are a priest not attending with a group, you can expect to receive an email regarding this.

ASSISTING WITH THE SACRAMENTS:

Priests may assist with the below Sacraments throughout the weekend by signing up for desired time slots during registration.

- Reconciliation: For the good of the youth in attendance and to help them in understanding the great mercies of God, we asked for your help and your time to hear Confessions throughout the weekend.
 - Please help us by signing up for as many time slots as you can in order to serve as many youth as possible.
 - We sincerely thank you for your service and for your beautiful testimony. We honestly could not have successful conferences without your diligent work. As a sign of our gratitude, we have waived the registration fee for all priests in attendance.
 - Please bring your own alb and stole, as we may not have enough to accommodate everyone.
- Concelebrating Mass: All vesting for Mass will take place in the Priest Lounge.

HOUSING:

Priests will be housed separate from all other conference guests. They will be assigned a roommate.



LETTER OF GOOD STANDING TEMPLATE/INSTRUCTIONS

Steubenville San Diego – 2019 Youth Conference

INSTRUCTIONS:

- You may copy and paste the below template and fill in the personalized information (in blue).
- The letter **MUST BE** printed on diocesan letterhead and stamped with (you may imprint/apply) a diocesan seal.
- If your church or diocese already has a Letter of Good Standing template in place, you may use it, however, please be sure that the letter meets the same specifications as the below.
- We withhold the right to deny attendance to the conference to anyone we see fit.

Priests DO NOT need to submit an Adult Chaperone Verification Form.

WAYS TO SUBMIT LETTER:

Email to: youthconferences@franciscan.edu

Please inform us by email if you have sent your form by mail.

Mail to: Franciscan University
Christian Outreach Attn: Catherine Poulin
1235 University Blvd
Steubenville, OH 43952

LETTER OF GOOD STANDING TEMPLATE

Dear Franciscan University of Steubenville and the Chancellor of Canonical Affairs,

I, the undersigned, **SIGNEE'S NAME**, hereby certify that **PRIEST IN GOOD STANDING'S NAME** is a cleric in good standing from the Arch/Diocese of **NAME OF DIOCESE**, who enjoys all the faculties for the exercise of his pastoral ministry.

After reviewing his personal file, checking with those who worked with him in previous assignments, and from my own personal knowledge of the subject, I am able to certify without qualification that:

1. He is a cleric in good standing.
2. He has never been suspended or otherwise canonically disciplined.
3. No criminal charges have been brought against him nor does he have a criminal record.
4. He has never behaved in such a way as to indicate that he might deal with minors or adults in an inappropriate manner.
5. He does not have a current untreated alcohol or substance abuse problem.
6. He does not have a current untreated emotional or mental health problem.
7. He has never been involved in any incident, to my knowledge, which called into question his fitness or suitability to fulfill the responsibilities and duties of his pastoral ministry.
8. He has participated in an approved training session on how to provide a safe environment for children and young people.

I am able to state without qualification that **PRIEST IN GOOD STANDING'S NAME** is of good character and reputation and qualified to perform his pastoral duties at Steubenville San Diego on July 26-28, 2019, on the campuses of the University of San Diego and the University of California San Diego. I hereby grant him permission to pursue pastoral ministry for the time period requested.

Signature: _____

Printed Name: _____

Title: _____

[Stamp or Place Diocesan Seal]

Date: _____

Due by June 13, 2019