

**THE UNITED LUTHERAN PARISH**  
**CONFIRMATION STUDENT MANUAL**



Student Name: \_\_\_\_\_

## **CONTACT INFORMATION**

**THE UNITED LUTHERAN PARISH  
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## **Requirements and Expectations**

**Intake Form:** Each student and their parent(s) are expected to attend the orientation to construct their plan for working toward confirmation. Requirements and expectations will be handed out at this time.

**Weekly lessons** will be taught by trained staff at a designated location and time. Students will show that they have understood the key points of a lesson by taking a quiz at the end of each lesson.

**Students** should be in grade 7 and above (6<sup>th</sup> graders may participate under special circumstances)

**Start Date:** Students may start at any time – yearly programs will begin in September and run into May the next year. There are approximately 45-50 total classes that will be offered over a 2 year time span.

**Attendance:** Students will attend 1 class per week. If they miss a class, they are allowed up to 2 written make-up lessons each year over the 2-year span of the program for missed classes. Extenuating circumstances for attendance needs to be approved by the Leader. Students will complete a quiz after each lesson. If they do make-up work, they need to take the quiz for that lesson to get credit for that lesson.

**Cancellation of class:** If class is cancelled because of weather or other reasons, the message on the voice mail at the TULP office will be changed. If we have your email address, we will also send an email to all students/parents regarding the cancellation. In general, if Bowler Schools are closed, there will be no confirmation class. Cancelled class will be made up as soon as possible – date to be determined.

**Worship Attendance:** Students are required to attend worship services **at least** 30 times during the program. Each congregation will have blank worship report forms available for you to complete and give to an usher after church or put in a pre-designated place at your church. It needs to be signed by an adult who is also present at worship. A student who attends worship at a different site should bring back a bulletin signed by the pastor of that site in order to receive credit. (see sample of report form on next page)


**Confirmation Participation Agreement:** Each student and parent will jointly read and sign a confirmation participation agreement before beginning the class. This ensures that expectations are understood before the student begins classes.

**Projects:** Each student will successfully complete 1 individual and 1 group project as a requirement for Confirmation. Rules for projects are listed on page 5 & 6. All projects should be completed by the end of the 2<sup>nd</sup> year – before confirmation.

**Confirmation** will be held on a Sunday agreed upon by the class and the Leader. Any student who has successfully met the requirements and has been approved for confirmation by their congregation will be confirmed at their church.

# Worship Report Forms

Copy of worship report – to be complete each time you attend worship – needs to be signed by parent or Preacher or another adult and put in pre-designated place. These will be gathered and sent to the TULP office where they will be tabulated and put in a file. Your worship attendance will be calculated from these reports, so make sure you fill them out and hand them in.

<b>THE UNITED LUTHERAN PARISH - WORSHIP REPORT</b> <b>(Elias-Town of Herman, Peace-Tilleda, St Johns-Leopolis, Zion-Tigerton)</b>		
Name: _____	Date/Time of Service _____	
Church Name _____ <small>(If not a TULP church, attach copy of bulletin to this report)</small>	Preacher _____	<i>(Use back of page if necessary)</i>
Day of Church Year _____	Color of Paraments _____	
Sermon Text _____	Parent Signature _____	
1. What was the main message of the sermon?		
2. The message of the sermon makes a difference in my own life because..... 		
3. Name 3 things that were prayed for by the congregation		
4. What did you like best about worship today?		

**Adult Supervision:** No class will be held without a second adult present. **Class will be cancelled if no additional adult is present after 10 minutes.** That missed class will need to be made up at a later date – probably late May. Each family will be assigned weeks (based on a rotation of the students) when they are responsible for providing an additional adult (could be parent, aunt, uncle, grandparent, friend, etc.) If the adult that is assigned to help with class is not able to attend, it is up to them to find an alternate person.

## **Expectations for Confirmation Class Adult Supervisors**

Thank you for being here today. Our confirmation class is enhanced by your attendance! Listed below are a few things with which the teacher may ask/expect you to help:

- Please try to be here 10-15 minutes before class begins, if possible.
- If there is a student being particularly disruptive of class, please go and sit beside that student and assist them in staying focused.
- If a student is sent home, the teacher may ask you to leave the room and call his/her parents so that the teacher may continue to teach (a list of parent phone numbers is included with this sheet)
- When asked, please assist the teachers in handing out and collecting quizzes, handouts, and other items.
- Each week, the class has some sort of activity to do. When needed, you may be asked to assist one or more groups in the class with the completion of the activity.
- At the end of class, the teacher may request that you help pack up the class materials and put everything away. Please stay until all the students have been picked up.
- If there is more than one adult present, please **DO NOT** sit together in the back of the classroom and talk during the lesson. This distracts the kids and sets an example that it is okay to talk during the class.

### **Class schedule**

Wednesdays ??-??pm at the TULP office in Tilleda (Time to be determined at orientation)  
Year B for 2016-2017 - Year A for 2017-2018

An exact schedule of class dates will be handed out separately at the orientation for the current year.

## Student Projects

Each student is expected to complete 2 major projects (one individual and one group) during confirmation years. The goal of these projects is to help students experience the God that they are learning about and to hook students up with a faith mentor. Each individual project should be chosen to utilize the student's unique gifts and interests for the good of the congregation. The student may develop the project idea on their own but it needs to be approved by the Leader before beginning it.

Some example ideas are included below.

- Individual project should take about **40 hours** to complete
- Each project shall be **chosen to utilize the student's unique gifts and interests** for the good of the congregation. They may develop the project idea on their own, but it needs to be approved by the leader. Projects should be chosen and approved by November 1<sup>st</sup> of the current year.
- All projects need to be **approved by the Leader** before starting
- Once a project has been chosen and approved, **a mentor will be assigned** to assist the student in completing their project
- Each student will **turn in documentation to the Leader** (required documentation will be defined when project is approved) by the end of classes in April or May.
- Students will also **present completed project to their congregation** via a scrapbook, a demonstration, or a talk by the end of classes in April or May. This presentation should explain how this project enhanced their faith, using their gifts and interests for the good of the congregation? Pictures are worth a thousand words – take lots during your project.
- Project needs to be **completed by the end classes in April or May** unless special permission is granted by the Leader. (i.e. VBS or Confirmation Camp held during the summer)

## Sample Individual Project Ideas

- Attendance at confirmation camp counts as one project for each year attended
- Be an altar guild helper, setting up the altar for 40 weeks of the year
- Be an usher for 40 weeks of the year
- Play an instrument in church or accompany the children when they sing (20 times per year)
- Help with VBS for 20 hours, and also help with setup and cleanup to work up to 40 hours
- Help with Sunday School – 20 hours with another 20 hours for setup and cleanup
- Help pack bags and stock the food pantry – could include organizing a food drive
- Make banners for the church
- Do lawn care or flower beds for your church or TULP office – 40 hours worth
- Other things you can think of that will be of interest to you and of service to the church

***Remember – projects need to be approved by the Leader BEFORE you begin doing it. You will be told what kind of documentation you will need to turn in for that particular project.***

## Sample Group Project Ideas

- Work with Habitat for Humanity on a building project
- Make banners for the churches
- Do lawn care or flower beds for your church and/or the Parish office
- Clean stones at the cemeteries
- Pick up trash along the roadways
- Visit shut-ins and nursing homes
- Make tie blankets for others and distribute
- Organize and conduct a food drive for the Food Pantry
- Organize and conduct a cookie bake for shut-ins and food pantry families
- Other things you can think of that will be of interest to you and of service to the church

Group projects need to have adult supervision and planning before it is started. Discuss group projects with the Leader before they are started. *You will be told what kind of documentation you will need to turn in for that particular project.*

## **The United Lutheran Parish Guidelines for Confirmation Class Project Mentors**

Thank you for volunteering for the important ministry of helping our young people connect their faith with action in their daily lives. The goal of the confirmation class projects is for our young people to connect faith with life and for them to be mentored in adult faith life by one of the members of their congregation.

A few things you should know about mentoring:

- Research has shown that young people who make significant connections with safe adults beyond their own families are much less likely to be at risk of developing problem behaviors
- Mentors are not expected to have all the answers, rather, they are expected to accompany youth on their journeys of faith
- Your lay pastoral leader is an excellent resource for you if you need guidance
- In general, we discourage any youth meeting one on one with an adult. When you work with your student in mentoring, it is advisable to have other adults present. This protects you from false accusations or lawsuits. The parents of the student you are mentoring are great resources to tap for the extra adult presence.

A few things you should know about the projects:

- Your student picked his or her own project idea – deadline is November 1<sup>st</sup>.
- You were chosen as their mentor by the confirmation coordinator because you have gifts or knowledge in the area of their project.
- Each student is required to do two projects (one individual and one group) during their time in confirmation
- Each project should take approximately 40 hours of the student's time
- Each project should connect the student's faith and life
- The confirmation coordinator (Diane or the lead pastor) will be in touch with you on the specific requirements for the student's project
- Many projects require the student to get permission from the church council to proceed. It will be helpful if you work with the student to prepare them for meeting with the council as this can be scary for many young people.
- All projects require the student to put together something to present to the church about their project. Usually this is a short written assignment and some pictures. You can help by taking lots of pictures of your student as they work on their project.
- Projects need to be completed and presented to the congregation by the end of the school year unless special permission has been granted by the Pastor.



# Student Completion Records – so you can keep track of what you have completed

## Worship Attendance (30 required over length of classes)

Hand in worship reports each week - put in pre-designated place (marked box).

Adult also needs to sign reports

Reports will be forwarded to the TULP office. Attendance is granted based on these reports

Bring signed copy of church bulletin to class if you attend worship at another church.

You can check your class and worship attendance on the TULP web site at

[www.tulpchurch.com](http://www.tulpchurch.com)

Click on “Confirmation Program” on the home page (center column)

Then click on “Confirmation statistics”

If you disagree with attendance records, call the TULP office right away.  
Records are updated based on worship reports received at the TULP office.  
(Please note the printed on date – they may not be updated each week)

1	2	3	4	5	6	7	8	9	10
11	12	13	14	15	16	17	18	19	20
21	22	23	24	25	26	27	28	29	30

### Memorization – Year A:

- Lord’s Prayer
- Apostle’s Creed
- 10 Commandments

### Memorization – Year B:

- Books of the Old Testament
- Books of the New Testament

### Project 1

### Project 2

You can mark off which lessons you have completed on your class schedule sheet handed out at orientation.

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**Group Project Plan – Student Name:** \_\_\_\_\_

**Description of project:** \_\_\_\_\_

**Time spent on project:** \_\_\_\_\_ **Adult Supervisor initials:** \_\_\_\_\_

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**Description of project:** \_\_\_\_\_

**Time spent on project:** \_\_\_\_\_ **Adult Supervisor initials:** \_\_\_\_\_

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**Description of project:** \_\_\_\_\_

**Time spent on project:** \_\_\_\_\_ **Adult Supervisor initials:** \_\_\_\_\_

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**Description of project:** \_\_\_\_\_

**Time spent on project:** \_\_\_\_\_ **Adult Supervisor initials:** \_\_\_\_\_

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**Description of project:** \_\_\_\_\_

**Time spent on project:** \_\_\_\_\_ **Adult Supervisor initials:** \_\_\_\_\_

**Required documentation to be turned in when project is completed:**

\_\_\_\_\_  
\_\_\_\_\_

**Project presented to congregation on:** \_\_\_\_\_

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**Individual Project Plan – Student Name:** \_\_\_\_\_

**Project 1**

**Description of project:**

**Expected time to complete project**

**How will doing this project enhance my faith, using my gifts and interests for the good of the congregation?**

**Project approval (by Leader)**\_\_\_\_\_

**Mentor assigned for this project?**\_\_\_\_\_

**Required documentation to be turned in when project is completed:**

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**Project presented to congregation on:**\_\_\_\_\_

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# THE UNITED LUTHERAN PARISH

## CONFIRMATION STUDENTS INTAKE FORM

Name: \_\_\_\_\_ Birthdate \_\_\_\_\_

Address: \_\_\_\_\_

City, State, Zip \_\_\_\_\_ Phone: \_\_\_\_\_

email: \_\_\_\_\_ Church membership: \_\_\_\_\_

Parents' names and address(es) (if different from your own)

\_\_\_\_\_  
\_\_\_\_\_

Contact phone(s): \_\_\_\_\_

Have you been Baptized? \_\_\_\_\_ Have you had First Communion? \_\_\_\_\_

Have you chosen to wait for First Communion to be on your Confirmation Day?  
\_\_\_\_\_ (check with parents, too)

Your School and location: \_\_\_\_\_ Grade \_\_\_\_\_

In September

Extra Curricular Activities? \_\_\_\_\_

Hobbies? \_\_\_\_\_

Any special needs we need to know about? Y / N (use back of page to describe)

Date starting Confirmation program: \_\_\_\_\_

Expected Confirmation Year: \_\_\_\_\_ Year

For Student

I have received and read the requirements and expectations of the confirmation program at The United Lutheran Parish, and wish to begin the program as of \_\_\_\_\_.

I plan to have all the work completed and be ready for confirmation on \_\_\_\_\_.

I understand I need to have successfully completed all lessons, attended worship at least 30 times, and need to have successfully complete 2 projects that have been approved that will allow me to demonstrate my faith and be of service to my congregation.

Name: \_\_\_\_\_ Date: \_\_\_\_\_

For Parent/Guardian

I have gone over the requirements and expectations as presented to my child, and agree to support them on their journey to confirmation at The United Lutheran Parish. I agree to provide adult supervision at confirmation classes on the weeks that I am assigned, and if I cannot supervise personally, I will find a qualified alternate to attend in my place. I also agree to support the teaching team at The United Lutheran Parish and help to provide a safe learning environment that will allow all students to learn and grow in their faith.

Name: \_\_\_\_\_ Date: \_\_\_\_\_