



**CERTIFIED PARISH BUSINESS MANAGERS  
YEARLY REPORT OF CONTINUING EDUCATION  
2011-2012**

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

Parish: \_\_\_\_\_

Total Hours for 2010 - 2011 \_\_\_\_\_

**PLEASE NOTE:**

Use one form per year

Retain copy for your own records

Return this form by June 30th to the Institute for Ministries

**Human Formation ( 4 Credits )**

*Human formation seeks to develop the lay ecclesial minister's human qualities and character, fostering a healthy and well-balanced personality, for the sake of both personal growth and ministerial service.*

Examples: Racial, ethnic and cultural diversity, dignity of the human person, the cardinal virtues, physical health, appropriate sexual boundaries, chastity which is appropriate to a state in life, collaboration with others.

<u>Date</u>	<u>Class/Activity Name</u>	<u>Sponsor</u>	<u>Credit Hours</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
<b>Total Hours</b>			_____

**Spiritual Formation ( 4 Credits )**

*Spiritual formation aims to arouse and animate true hunger for holiness, desire for union with the Father through Christ in the Spirit, daily growing in love of God and neighbor in life and ministry, and the practices of prayer and spirituality that foster these attitudes and dispositions. It promotes and strengthens that fundamental conversion that places God, and not oneself, at the center of one's life. Openness to this ongoing conversion is a prerequisite for fruitful spiritual formation.*

Examples: Theological reflection, retreat, small faith sharing group, group / spiritual direction, study pilgrimages, days of recollection, liturgy, the sacraments incarnational spirituality.

<u>Date</u>	<u>Class/Activity Name</u>	<u>Sponsor</u>	<u>Credit Hours</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
<b>Total Hours</b>			_____

**Intellectual Formation ( 4 Credits )**

Intellectual formation seeks to develop the lay ecclesial minister's understanding and appreciation of the Catholic faith, which is rooted in God's revelation and embodied in the living tradition of the Church. It consists chiefly of study of the sacred sciences but draws also upon a wide range of other disciplines: philosophy, literature and the arts, psychology, sociology, counseling, medical ethics, culture and language studies, business administration, leadership and organizational development, law, and so on. While the sacred sciences are the main focus here, we recognize the value of these other disciplines and encourage their study and use whenever relevant for effective ministry.

Examples: Educational updating related to Theology or Pastoral aspects of ministry, diocesan workshops, Scripture and Tradition, Ecumenism, dogmatic and moral theology, liturgical and sacramental theology, Canon Law.

<u>Date</u>	<u>Class/Activity Name</u>	<u>Sponsor</u>	<u>Credit Hours</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
Total Hours			_____

**Pastoral Formation ( 4 Credits )**

Pastoral formation cultivates the knowledge, attitudes, and skills that directly pertain to effective functioning in the ministry setting and that also pertain to pastoral administration that supports direct ministry.

Examples: Evangelization, leading community prayer, Sunday celebration in the absence of a priest, leadership and organizational development, discernment of the Holy Spirit.

<u>Date</u>	<u>Class/Activity Name</u>	<u>Sponsor</u>	<u>Credit Hours</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
Total Hours			_____