



Totus Tuus 2019 Parish Registration Form

Fill out this form and submit it with the Summary and Signatures pages that follow via fax or email by February 1st to register your parish for Totus Tuus during Summer 2019.

_____	_____
Parish Name	Parish Program Coordinator (PPC) Name
_____	_____
Street Address	PPC Phone Number
_____	_____
City, State, ZIP Code	PPC Email Address
_____	_____
Pastor Name	Pastor Phone Number

Preferred Weeks

Please discuss the weeks available with your pastor and select in order of preference the three best weeks for your parish, and for him to be available to provide the sacraments (1: most preferred, 3: least preferred):

_____ June 1-7	_____ July 6-12
_____ June 8-14	_____ July 13-19
_____ June 15-21	_____ July 20-26
_____ June 22-28	_____ July 27 – August 2

Anticipated Enrollment

Please list how many students you expect may sign up for Totus Tuus:

GS Program - _____ MS/HS Program - _____

*NOTE: The maximum number of students for each program is 80 students.
(160 total if counting day and night program)*

Special Requests:

Please list any special requests or concerns you may have for the Totus Tuus Coordinator at this point:

Program Manual Summary and Signatures

This is a summary page of the major points covered in the Parish Program Manual. If there are any changes that your parish would like to make, or if there are any required items that are not possible at your parish, **please contact Totus Tuus either by phone or email to dialogue about the best procedure for your situation.**

Below there are 9 points highlighting the major areas discussed in the Parish Program Manual. By initialing each point, the Parish Program Coordinator is stating that they understand and agree in totality to the listed point, and the program will proceed as such at their particular parish.

PLEASE REVIEW THIS DOCUMENT WITH YOUR PASTOR AND SIGN THE FOLLOWING PAGE. RETURN THESE TWO PAGES TO THE TOTUS TUUS COORDINATOR BY FAX OR EMAIL.

1. By scheduling Totus Tuus programming, it is understood and agreed to by the parish that it is the parish that is sponsoring Totus Tuus programming at the parish, and that it is the parish that is responsible for the welfare and oversight of the youth that the parish has registered to take part in Totus Tuus programming.
Initials: _____

2. The Grade School Program will be offered Monday-Friday from 9:00 Am – 2:30 PM and the Middle School and High School Program will be offered Sunday – Thursday from 7:30 PM – 9:30 PM.
Initials: _____

3. Totus Tuus teaching teams are not responsible for ensuring that parish youth have arrived at the parish or have been picked up by parents/guardians; this is the parish’s responsibility.
Initials: _____

4. Dinners will be scheduled for the teaching team on Saturday, Sunday, Monday, Thursday, and potentially Friday. The dinners will be from 6:00 PM – 7:00 PM. There will be know scheduled dinner on Tuesday or Wednesday.
Initials: _____

5. There will be a Parish Potluck Dinner at the parish on Wednesday from 5:30 PM – 7:00 PM.
Initials: _____


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C O L O R A D O

6. The teachers will be available for extra help, greeting parents, or meeting with the Parish Program Coordinator, Pastor, DRE, etc. for 15 minutes before and after the Program, as so desired by the Parish Program Coordinator. The teachers are not expected to be present outside of those times. This is to promote a healthy and balanced schedule for the teachers and to create room for prayer.
Initials: _____

7. Volunteers 18 years of age or older MUST be Safe Environment trained.
Initials: _____

8. Mass will be at 11:15 AM, Monday – Friday, and Confessions will be offered for 30 minutes before each Mass (10:45 AM), and on Tuesday night during Adoration at 8:25 PM.
Initials: _____

9. The parish will limit their enrollment to 80 children per team coming to the parish for the Grade School Program, and 80 children per team coming to the parish for the Middle School & High School Program.
Initials: _____

After reading through the Parish Program Manual in its entirety, the Parish Program Coordinator and the Pastor by have no further questions. The Parish Program Coordinator understands the logistical requirements that he/she is responsible for. The pastor understands the sacramental requirements of the Totus Tuus Program and will be present himself or will find a suitable replacement to be present instead. The Totus Tuus Program will be carried out as described above, unless an express permission has been given by a Totus Tuus Coordinator.

Parish Program Coordinator Name

Pastor Name

Parish Program Coordinator Signature

Pastor Signature

Date