CONTINUING FORMATION WORKSHEET

Apart from the canonical mandate for clerics to continue to advance themselves in continuing studies, deacons are obligated to the people whom they intend to serve to be professionally skilled, competent in scripture, theology and ecclesiology competent. Therefore, each deacon active in ministry, to maintain the status of Deacon in Good Standing must achieve the accumulation of thirty (30) continuing formation credits each fiscal year.

The deacon must record their continuing formation by completing Sections A & B of this form. Once completed it is to be attached to the Deacon's Annual Self-Assessment and turn them over to his pastor who will complete the Annual Pastor's Assessment for the Deacon.

All completed and signed documents are due to the Diocese of Orlando's Office of the Permanent Diaconate by June 1st of each year.

Section A – Summary of Credit Hours Earned

ORTING	CYCLE: JUNE 1st to MAY 31st FISCAL YEAR:			
ACTIVITY	(Participation in/Attendance at) 1 Credit Each	Credits		
Sec. B. 1.	Diocesan Sponsored Deacon Retreat			
	Other Weekend Retreat(s)			
Sec. B. 2.	Approved Undergraduate/Graduate Courses			
	Approved Correspondence Courses			
	National Association of Deacon Directors (NADD) Events			
	NADD Region VIX Meetings/Events			
	Diocesan Diaconal Formation Classes/Workshops			
	Diocesan Sponsored Workshops/Conferences/Days of Reflection			
	Other One Day Workshops/Conferences/Days of Reflection			
Sec. B. 3.	Books; Audio Tapes; Video Tapes			
Sec. B. 4.	Articles Written for Church Associated Publications			
Sec. B. 5.	PRESENTER: Lectures/Conferences/Workshops/Reflection			
	PRESIDER for Baptisms/Weddings/Wakes/Internments			
	PRESIDER for Communion Service/Exposition & Benediction			
	Homily Preparation and Presentation			
	Tours Linked to the Diaconate			
Sec. B. 6.	Deanery/Diaconate Committee Meetings			

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TOTAL:

Section B - Record of Activity

1.	Retreats attended during the year. Must document at least one overnight retreat.
	(1 Credit / Day or Retreat if less than a day)

RETREAT TITLE	LOCATION	DURATION	RETREAT MASTER

2. Courses, seminars, workshops, conventions, conferences, days of reflection during the year. (1 Credit / Day or Event if less than a day)

COURSES/SEMINARS	LOCATION	DURATION	MINISTRY

3. Books read, tapes/CDs listened to, religious movies viewed during the year. (1 Credit / Title)

TITLES	AUTHORS

4. Articles written for church associated publications.

(1 Credit / Article)

TITLES	PUBLICATION	MO/YR OF ISSUE

CONTINUING FORMATION WORKSHEET

,	y or Activity if less than a day) DESCRIPTION	LENGTH	DATE/DATES	
6. Number of rec	Number of region/deanery meetings attended (1 Credit / Meeting)			
Please feel fre diaconate for	The following space is for communicating any comments, suggestions, and/or concerns Please feel free to comment about the Director, the Office of the Permanent Diaconate, the diaconate formation program, deanery meetings, etc Your thoughts, feelings, and feedback will enable the office to meet your needs and the need of the local Church.			
	and B to the Statement of Mutual Exp	oectations for your p	pastor's review. Send	
	Diocese of Orlando Office of the Permanent Dia P.O. Box 1800 Orlando, FL 32802.	aconate		
Signed:		Date:		