

**APPLICATION FOR ADMISSION TO**  
**DIOCESAN INSTITUTE FOR ECCLESIAL MINISTRY**

**PERSONAL INFORMATION**

Name \_\_\_\_\_  
Address \_\_\_\_\_  
Phone \_\_\_\_\_ E-Mail \_\_\_\_\_  
Business Phone \_\_\_\_\_ Mobile \_\_\_\_\_  
FAX # \_\_\_\_\_  
Present Occupation \_\_\_\_\_ Length of Service \_\_\_\_\_  
Employer \_\_\_\_\_  
Supervisor's Name & Employer's Address \_\_\_\_\_  
Date of Birth \_\_\_\_\_ Place of Birth \_\_\_\_\_  
Current or Intended Ministry \_\_\_\_\_ Full Time \_\_\_\_\_ Part Time \_\_\_\_\_ hrs  
Parish \_\_\_\_\_ City \_\_\_\_\_  
Pastor's Name \_\_\_\_\_

Are you a citizen of the United States? (If not, please explain status on reverse side.)

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**EDUCATIONAL INFORMATION**

Year of High School Graduation \_\_\_\_\_  
Name of High School \_\_\_\_\_  
Address \_\_\_\_\_  
  
College Degree     **PROVIDE TRANSCRIPT**  
Name of College \_\_\_\_\_  
Specialization (Major) \_\_\_\_\_  
Date Degree Received \_\_\_\_\_

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Graduate Work    **PROVIDE TRANSCRIPT**

Name of College \_\_\_\_\_

Specialization (Major) \_\_\_\_\_

Date Degree Received \_\_\_\_\_

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<b>OTHER COLLEGES OR TRADE SCHOOLS ATTENDED</b>	<b>YEAR GRADUATED</b>	<b>DEGREE SPECIALIZATION</b>
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**PROVIDE TRANSCRIPT**

**MINISTRY FORMATION CERTIFICATIONS**

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**PROVIDE COPIES OF CERTIFICATES**

**MARRIAGE/FAMILY**

Single     Married     Widowed     Separated     Divorced

**IF MARRIED, COMPLETE THE FOLLOWING:**

Spouse's name: \_\_\_\_\_

Contact information in case of emergency – Phone # \_\_\_\_\_

Number and ages of children \_\_\_\_\_

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If married more than once, describe circumstances and attach a copy of any Declarations of Nullity.

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**RELIGIOUS INFORMATION**

Provide a currently dated Baptism Certificate. If any sacraments (Eucharist, Confirmation, Marriage, Annulment) received are **not** noted on the Certificate, please provide this information.

**MISCELLANEOUS INFORMATION**

Do you have a spiritual director? Name \_\_\_\_\_

*If you do not have a spiritual director, you may wish to secure one by contacting the Vicar of Religious, Bro. Joel Giallanza at the Pastoral Offices 512-949-2400.*

If not in a formal ecclesial ministry, please indicate what ministry you would like to pursue

\_\_\_\_\_

What is your first language \_\_\_\_\_

What other languages do you speak? \_\_\_\_\_ Write? \_\_\_\_\_

Do you have any disability that requires special accommodations? \_\_\_\_\_

\_\_\_\_\_

Are you in good health? If no, please describe. \_\_\_\_\_

Date of last physical examination \_\_\_\_\_

I understand that I am required to submit to a psychological examination conducted by a psychologist or other professional chosen by the Diocese of Austin.

I understand that I am required to complete a Leadership Assessment and other assessments concerning my life and abilities as required by the Diocese of Austin.

Signature \_\_\_\_\_

Date \_\_\_\_\_

**PLEASE PROVIDE THE FOLLOWING:**

**APPLICATION MAY BE SUBMITTED AS YOU GATHER THE FOLLOWING INFORMATION. RECOMMENDATION FORMS CAN BE OBTAINED FROM THE DIOCESAN INSTITUTE FOR ECCLESIAL MINISTRY OFFICE.**

- Completed Application Form
- Application Fee \$50 to be applied to first semester tuition (*Check made to Diocese of Austin*)
- Letter of recommendation from your pastor/clergy (*See recommendation form*)
- Two letters of recommendation from a Church ministry peer regarding your participation in ministry in the Church and one letter of recommendation from people who will vouch for your good character and your gifts (*See recommendation form*)
- Report of the last two years of practical experience in a field of ministry
- Certified copy of your baptismal certificate with notations issued in the last six months
- Original transcripts from your high school, colleges and other schools
- Currently dated copy of Certificate of Attendance at Protecting God's Children
- Two page autobiography giving a reflection on your call and motivation to pursue certification in ministry
- Acknowledgement signed by your spiritual director that you are currently in spiritual direction.
- Please note that the cost of the formation program per semester is \$400 from diocese, \$400 from parish, and \$400 from individual (*To be paid by the first class*)

For Office Use:

Application Received \_\_\_\_\_