



RITE of ELECTION 2024

GUIDELINES & REMINDERS

✧ Sunday February 18, 2024 • 2:30pm ✧

Saint Timothy (Chantilly)

- A. The Rite of Election is for **adult Catechumens only**. Bishop Burbidge grants permission to pastors to celebrate the Rite of Election in their respective parishes for all Catechumens who are under the age of 18 years and all who are already baptized in another Christian faith and who will make a Profession of Faith to enter the Church at Easter. Pastors may contact the Office of Divine Worship with any questions.
- B. **Upon arrival**, all participants should proceed directly to their seats. Ushers and signage will assist participants in finding their assigned seats.
- C. **An announcement** will be made in English and Spanish reiterating the items below, as well as general notes on the celebration of the Rite of Election.
- D. **The Book of the Elect** is used.
- E. **All catechumens come forward**, one carrying the Book of the Elect, when the name of their parish is called during the Enrollment of Names.
 - a. **Catechumens** will come forward and line up before the step of the sanctuary.
 - b. **One catechumen carries the Book of the Elect.**
 - c. **Only catechumens** approach; godparents remain in their seats.
 - d. **An MC will assist catechumens** in lining up at the sanctuary step.
 - e. **An MC will receive the Book of the Elect** from the catechumen and will place the book on a podium for Bishop Burbidge to sign.
 - f. **The MC will return the Book of the Elect** to the catechumen who presented it.
- F. **During the Act of Admission/Election, Godparents place their right hands** on the shoulders of the Elect.
- G. **Bishop Burbidge will be available** for photos with participants following the Rite of Election.
- H. **All are invited to a reception** in the parish hall immediately following the Liturgy.

I. Rite of Election

A. Note | *This rite does not include Mass.* The regular obligation to attend Sunday Mass should be fulfilled at another time during the weekend.

B. Outline of the Rite

Introductory Rites

Liturgy of the Word

Election (CATECHUMENS)

Presentation of the Catechumens

Catechumens and Godparents stand at the Bishop's invitation to do so.

Affirmation by the Godparents and Assembly

Godparents respond "They have" to the Bishop's questions addressed to them.

Members of the assembly respond "We are" to the Bishop's question addressed to them.

Invitation and Enrollment of Names

Catechumens respond "We do" to the Bishop's question addressed to them.

After the Bishop invites the Catechumens to offer their names for enrollment, a minister reads the name of each Parish present. When the Parish is called, the Catechumens *only* come forward. Godparents, candidates, and all others remain in their places. One Catechumen brings the *Book of the Elect*, in which the names have already been written and which the Bishop signs.

Act of Admission or Election

Newly Elect respond "Thanks be to God" to the Bishop's declaration.

At the Bishop's invitation, Godparents place their right hand on the newly Elect's shoulder.

Intercessions for the Elect

Prayer over the Elect & Dismissal

Bishop Burbidge will be available for photos with participants following the Rite of Election.

All are invited to a reception in the parish hall immediately following the Liturgy.

RESPONSIBILITIES of PARISH CLERGY and PARISH STAFF

A. Registration | Each Parish registers on behalf of Catechumens using the *Parish Registration Form* available from the Office of Divine Worship.

CHECKLIST A

- On the form, double check the number of participants
- On the form, double check the spelling of all names
- Retain a photocopy or scan of the form for parish records
- Submit the form by **February 1, 2024** to

michael.d.weston@arlingtondiocese.org

-or-

Office of Divine Worship
200 North Glebe Road, Suite 265
Arlington, Virginia 22203

B. Confirmation of Registration | The Office of Divine Worship will confirm receipt of the form and participation of each Parish.

CHECKLIST B

- Confirmed Date – Sunday February 18, 2024 at 2:30pm
- Communicate the confirmed date/time and other details to participants

NOTE | The diocesan Office of Divine Worship is not able to send individual notifications directly to Catechumens.

NOTE | Please also remind participants that the rite does not include Mass.

C. Additional Preparations

CHECKLIST C

- Insert the names of Catechumens into the *Book of the Elect*
- Designate one member of the Parish Clergy/Staff to bring the *Book of the Elect*
- Designate one Catechumen to present the *Book of the Elect* to the Bishop

NOTE | The Book of the Elect contains *only* the names of those who have not yet been baptized.

Responsibilities of Catechumens

- Check with the Parish Clergy/Staff for the date confirmed by the Office of Divine Worship.

Confirmed Date – Sunday February 18, 2024 at 2:30pm

- Communicate the confirmed date and time to Godparent.
- On the weekend of the liturgy, prayerfully prepare.
- On the day of the liturgy, dress in “Sunday Best” (see below).
- On the day of the liturgy, arrive 30 minutes before the start of the liturgy (see below).

Guidelines *and* Reminders

A. Dress | “Sunday Best”

- All— no jeans or shorts; no t-shirts or shirts with slogans; no casual shoes (such as flip-flops, tennis shoes/sneakers, etc.)
- Men— dress shirt, dress slacks, and dress shoes with appropriate socks; a suit with tie or a sport jacket with tie preferred
- Women— skirts or dresses reaching the knees, or dress slacks of appropriate formality and fit; tops covering the shoulders and of appropriate cut; dress shoes
- If financial restrictions or medical needs give rise to questions about dress, please do not hesitate to contact the Parish Pastor or the diocesan Director of Divine Worship

B. Parking

- No reserved parking is available. Carpooling is recommended.
- Handicapped parking spaces should remain available for those with appropriate tags.

C. Check-In *and* Seating

- A member of the Parish Clergy/Staff should check in with the Director of the Office of Divine Worship.
- Seating is assigned by the Office of Divine Worship. Seats will be assigned in the order in which *Parish Registration Forms* are received.

NOTE | Seating is guaranteed only for those indicated
on the Parish Registration Form.

- Ushers will direct all participants to their assigned seats. Preferably, Catechumens are seated near an aisle.