

CONFIRMATION & FIRST EUCHARIST LITURGICAL MANUAL



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I. INTRODUCTION

This manual is the official document liturgical guide for the celebration of confirmation and first Eucharist in the Diocese of Fargo. Pastors should review this document and then share the relevant parts with their collaborators, in particular, the director of religious education, the parish music director, the sacristan, and the photographer.

The foundations for this manual are the *General Instruction of the Roman Missal*, the *Ceremonial of Bishops*, the *Order of Confirmation*, and the particular directives of the bishop of Fargo.

II. PERSONS AND THEIR DUTIES

Bishop

The ordinary minister of confirmation is the bishop. Outside of the instances specifically enumerated in universal Church law and diocesan particular law, priests do not have the faculty to administer the sacrament of confirmation without the express delegation of Bishop Folda. Please consult the flowchart [Confirmation Permission for Pastors and Parish Priests](#) to know in which cases you already have the faculty and in which cases you need to seek delegation. If questions remain, please contact the Chancellor's office. There may be cases where a student, on account of disability or other circumstances, cannot attend the bishop's regional confirmation. In this case, the pastor should request delegation to confirm from the bishop through the Chancellor's Office.

Master of Ceremonies

The Diocesan Master of Ceremonies (MC) will assist the bishop with the confirmation and first Eucharist liturgy. He will be available beforehand to review the liturgy with the pastor, servers, sacristan, and musicians. During the liturgy he will direct the servers. Musicians should be attentive to and follow his cues.

Priests

All priests are invited to concelebrate. Concelebrating priests should wear all priestly vestments, including the chasuble of the appropriate color. Priests are also reminded that **“[no] one is ever to enter into a concelebration or to be admitted as a concelebrant once the Mass has already begun.”**¹ Should a priest arrive late, or has already celebrated two Masses on a weekday or three on a Sunday, he is welcome to participate “in choir” – that is, seated in the sanctuary in cassock and surplice or white alb, but without carrying out the words and gestures of a concelebrant.

Deacons

The assistance of deacons is strongly encouraged. It is proper to the Deacon to proclaim the gospel and lead the general intercessions. If there are no deacons, the gospel is proclaimed by a concelebrating priest, and the general intercessions are read by the lector.

¹ General Instruction of the Roman Missal #206

Sacristan

A detailed checklist of items to prepare can be found in Appendix II. Please follow this list carefully so as to avoid having to look for things last minute.

Servers

The confirmation and first Eucharist Mass is most easily attended to by 5-7 servers. They should have arrived at the church and be vested at least 20 minutes before Mass. The MC will review the liturgy with them and direct them during the liturgy.

Candidates for Confirmation and their Sponsors

Please ensure, in addition to the proper catechetical, liturgical, and spiritual preparation of the students, that 1) the mode of dress of students and sponsors is in accord with the dignity of the sacraments and 2), the students and their sponsors refrain from chewing gum. Please also note that the students customarily wear name tags indicating both confirmation and baptismal names.

Photographer

There should be only one person designated to take the photographs: either a volunteer from the parish or a professional who is hired.

The students and sponsors should be instructed to remain in their pews after Mass is complete so they can line up easily for photographs. Group photographs are taken first, then individual ones. For the group photo the students are generally arranged on the sanctuary steps. Meanwhile, the sponsors should line up in the far right aisle (as facing the altar) of the church. After the group photograph the children will go find their sponsor and then come through for individual photographs. If there are multiple groups the custom has been to take group one, followed by those individuals, then group two, etc..

All photographers should be encouraged to proceed quickly and respectfully, and those unfamiliar with these instructions should be briefed on them. They should arrive well before the Mass is over and have their equipment staged and ready to move into the church. If the photographer requires order envelopes to be filled out, ensure that all families wishing to order photographs have them completed before Mass. If the family wishes to take their own photograph in lieu of the professional, this is permissible, but they need to be prepared to do so when their child comes to the front.

A staff member or volunteer from the host parish should review this plan for pictures beforehand and be prepared to help organize the group and individual pictures. Assisting the photographer in collecting envelopes and recording the order of photographs is sometimes necessary in the event the photographer comes without additional staff of his/her own.

If a meal follows the ceremony, the kitchen staff should feel free to begin serving without waiting for the bishop.

Honor Guard of the 4th Degree Knights of Columbus

A Knights of Columbus Honor Guard may be invited at the discretion of the pastor hosting the confirmation. Their role is specified in Appendix V.

III. LITURGICAL PLANNING

Liturgy Planning Sheet

A liturgy planning sheet is to be filled out and submitted to the Diocese of Fargo Liturgy Office at least *two weeks* prior to the confirmation and first Eucharist liturgy. Please download the [Liturgy Planning Sheet](#) from the Diocesan website. It can be filled out electronically by using Adobe Acrobat Reader and e-mailed, faxed or mailed to the Liturgy Office.

Choice of Liturgy

The choice of prayers and readings for the Mass of confirmation and first Eucharist is governed by liturgical law for Ritual Masses and the preferences of the bishop. Briefly:

1. **Sundays of Lent**, The Mass and readings of the day will be used. Neither the Ritual Mass of Confirmation nor its proper readings may be used. Violet vestments are worn.
2. **Weekdays of Lent**, Ritual Mass of Confirmation is preferred, with red vestments and proper readings chosen from #764-768 in Volume IV of the Lectionary. (GIRM 372,374) One of the readings **must** be chosen from the votive Mass of the Holy Eucharist. (Vol. 4, #976-981)
3. **Sundays of Easter, the Octave of Easter and Solemnities**, The Mass and readings of the day will be used. Neither the Ritual Mass of Confirmation nor its proper readings may be used. White Diocesan vestments are worn.
4. **Weekdays of Easter**, Ritual Mass of Confirmation is preferred, with red vestments and proper readings chosen from #764-768 in Volume IV of the Lectionary. (GIRM 372,374) One of the readings **must** be chosen from the votive Mass of the Holy Eucharist. (Vol. 4, #976-981) During Easter Time, rather than selecting one Old Testament reading, select one from the Acts of the Apostles. (GIRM 357)
5. **Sundays in Ordinary Time**, the orations for the Ritual Mass of Confirmation are used, but Bishop Folda prefers that the proper readings for the particular Sunday be proclaimed. Red vestments are worn.
6. **Weekdays of Ordinary time**, Ritual Mass of Confirmation is preferred, with red vestments and proper readings chosen from #764-768 in Volume IV of the Lectionary. (GIRM 372,374), one of the readings should be chosen from the votive Mass of the Holy Eucharist. (vol. 4, #976-981)

Intercessions

The *Order of Confirmation* has its own proper intercessions. They should not be modified, but rather used as they are printed in this manual. See Appendix I.

Music for the Liturgy

1. The music used for the confirmation and first Eucharist Liturgy is to be taken from established liturgical repertoire. The lyrics must be theologically sound and the musical style must be conducive to a prayerful encounter with Christ who is present in the liturgy. Selections should be based upon the following themes:
 - a. The Eucharist (especially for songs at Communion)
 - b. The Holy Spirit

- c. The Liturgical Season (if confirmation and first Eucharist are celebrated in Lent, choose at least one Lent song; if in Easter, choose at least one Easter song)
 - d. Certain hymns should be completely avoided. They are listed in Appendix III.
- 2. The liturgical music should be properly timed so as to conclude when the ritual action concludes. For example, when the bishop arrives at his chair after the entrance procession (and incensation of the altar, if it is done), the entrance song should conclude. In all cases, please watch the MC and follow his directions for when to begin and conclude the various musical parts of the Mass.
- 3. The Ordinary of the Mass (Lord Have Mercy, Gloria, Gospel Acclamation; Holy, Holy; Memorial Acclamation; Great Amen; Lamb of God) should always to be sung.
- 4. The cue to start the Gospel Acclamation is different when the bishop is present. Do not wait for him to stand; rather, begin when the deacon or priest who will read the gospel stands up and goes to the bishop for a blessing. If you are not sure, keep your eye on the MC who will give you the signal to start.
- 5. The *Laying on of Hands* is carried out in complete silence.
- 6. If there are many confirmands, a song may be sung during the *Anointing with Chrism*:
 - a. Do not begin until the bishop has anointed the first two confirmands.
 - b. The song must be quiet and subdued; the bishop's voice should still be heard over the singing.
 - c. It should not be sung by the congregation; just the choir (or cantor) and accompanist.
 - d. Do not forget that during Lent musical instruments may be used to accompany singing, but may not be played by themselves. (i.e., no solo instrumental music here or at any point during the Mass during Lent)
- 7. There should be a period of complete silence after the distribution of communion, and before the *Prayer After Communion*.

Rosary Before Confirmation and First Eucharist

Prior to the confirmation and first Eucharist liturgy the church is usually quite full, many family and friends are together and enjoying each other's company, and they may have to wait there awhile. In these circumstances it is difficult for them to avoid the temptation to visit and often a dull roar ensues in the church. In order to maintain an atmosphere of prayer and reverence for the Lord's house, and to spiritually prepare all those present for the Mass, a Rosary should be said. A parishioner or group of parishioners should be assigned to lead the rosary ½ hour prior to the Mass. They should make sure the Rosary is ended at least 5 minutes before Mass starts.

APPENDIX I: TEXTS FROM ORDER OF CONFIRMATION

PRESENTATION OF CANDIDATES (PLEASE PRINT & USE)

For students from only one parish

Priest Presenter:

Bishop Folda, the parish community of _____ wishes to present to you these children who have been prepared and are now ready to celebrate the sacraments of confirmation and first Eucharist. It is my privilege to present them to you at this time.

Read names from your parish and return to your place

.....*OR*.....

For students from more than one parish

Priest 1:

Bishop Folda, we wish to present to you these children who have been prepared and are now ready to celebrate the sacraments of confirmation and first Eucharist. It is our privilege to present them to you at this time.

Priest 1:

From the parish community of _____

Read names from your parish/es and return to your place

Priest 2:

From the parish community of _____

Read names from your parish/es and return to your place

etc.

PRAYERS OF THE FAITHFUL (PLEASE PRINT & USE)

Bishop: *My dear brothers and sisters, let us humbly pray to God the almighty Father and be of one mind in our prayer, just as faith, hope and charity, which proceed from his Holy Spirit, are one.*

Deacon/Lector: For these his servants, whom the gift of the Holy Spirit has confirmed and who will today receive their first Eucharist: that, planted in faith and grounded in love, they may bear witness to Christ the Lord by their way of life, *Let us pray to the Lord.*

Deacon/Lector: For their parents and sponsors: that by word and example they may continue to encourage those whom they have sponsored in the faith to follow in the footsteps of Christ, *Let us pray to the Lord.*

Deacon/Lector: For the holy Church of God together with Francis our Pope, John our Bishop, and all the Bishops: that, gathered by the Holy Spirit, the Church may grow and increase in unity of faith and love until the coming of the Lord, *Let us pray to the Lord.*

Deacon/Lector: For the whole world: that all people, who have one Maker and Father, may acknowledge one another as brothers and sisters, without discrimination of race or nation, and with sincere hearts seek the Kingdom of God, which is peace and joy in the Holy Spirit, *Let us pray to the Lord.*

Bishop: *O God, who gave the Holy Spirit to your Apostles and willed that through them and their successors the same Spirit be handed on to the rest of the faithful, listen favorably to our prayer, and grant that your divine grace, which was at work when the Gospel was first proclaimed, may now be spread through the hearts of those who believe in you. Through Christ our Lord.*

All: Amen.

RENEWAL OF BAPTISMAL PROMISES

After the Homily the Bishop questions those to be confirmed, who stand, as he says:

Do you renounce Satan, and all his works and empty promises?

Together, all those to be confirmed reply:

I do.

Bishop:

Do you believe in God, the Father almighty, Creator of heaven and earth?

Those to be confirmed:

I do.

Bishop:

Do you believe in Jesus Christ, his only Son, our Lord, who was born of the Virgin Mary, suffered death and was buried, rose again from the dead and is seated at the right hand of the Father?

Those to be confirmed:

I do.

Bishop:

Do you believe in the Holy Spirit, the Lord, the giver of life, who today through the sacrament of confirmation is given to you in a special way just as he was given to the Apostles on the day of Pentecost?

Those to be confirmed:

I do.

Bishop:

Do you believe in the holy Catholic Church, the communion of saints, the forgiveness of sins, the resurrection of the body, and life everlasting?

Those to be confirmed:

I do.

The Bishop gives his assent to the profession by proclaiming the faith of the Church:

This is our faith. This is the faith of the Church. We are proud to profess it in Christ Jesus our Lord.

The gathering of the faithful gives its assent by replying:

Amen.

LAYING ON OF HANDS AND ANOINTING WITH CHRISM

Then the Bishop standing, facing the people, with hands joined, says:

**Dearly beloved,
let us pray to God the almighty Father,
for these, his adopted sons and daughters,
already born again to eternal life in Baptism,
that he will graciously pour out the Holy Spirit upon them
to confirm them with his abundant gifts,
and through his anointing
conform them more fully to Christ, the Son of God.**

And all pray in silence for a while. Then the Bishop lays hands over all those to be confirmed and says:

**Almighty God, Father of our Lord Jesus Christ,
who brought these your servants to new birth
by water and the Holy Spirit,
freeing them from sin:
send upon them, O Lord, the Holy Spirit, the Paraclete;
give them the spirit of wisdom and understanding,
the spirit of counsel and fortitude,
the spirit of knowledge and piety;
fill them with the spirit of the fear of the Lord.
Through Christ our Lord. Amen.**

The sacred Chrism is brought by the Deacon to the Bishop. Each of those to be confirmed goes to the Bishop. The sponsor who presents the person to be

confirmed places his (her) right hand on his (her) shoulder. The Bishop dips the tip of the thumb of his right hand in the Chrism and, with the thumb, makes the Sign of the Cross on the forehead of the one to be confirmed, as he says:

N., be sealed with the Gift of the Holy Spirit.

The newly confirmed replies:

Amen.

The Bishop adds:

Peace be with you.

The newly confirmed:

And with your spirit.

APPENDIX II: SACRISTAN CHECKLIST

Bishop Folda will bring his own chasuble. He also provides the Sacred Chrism and the *Order of Confirmation* for the confirmation ritual.

The following check-off sheet should assist the sacristy preparations at the parish.

In the sacristy:

- The pastor should take the intention for the Mass, Bishop Folda will have his own intention
- Wireless microphone with fully charged or brand new battery. A clip on microphone is preferred to an earset mic.
- Thurible, Incense, & Charcoal, if incense is used. Incense bowls will not be used.
- List of communion assignments for deacons, concelebrants, and EMHCs
- Book of the Gospels (if possible)

On the credence table:

- Sacred Chrism (brought with Bishop Folda, could also be placed on another stand)
- Ciboria/Communion plates for the faithful
- Chalices for the faithful
- Purificators
- Main Celebrant's Chalice
- Corporal(s), if there is a large amount of sacred vessels, multiple corporals should be used. If the sacred vessels are purified at the credence table, a corporal should be put there.
- Bread & lemon in a bowl or on a plate for hand washing.
(1 lemon, cut in half & any type bread, sliced or split in half)
- (Brought with Bishop) Silver Lavabo bowl and pitcher for washing of hands at offertory and after communion. (Because this water was used to wash the bishop's fingers after communion, it should go in sacrarium or into the ground)
- Additional bowl of warm, soapy water with small pitcher of warm water (for washing after lemon/bread)
- Fresh glass of drinking water (for Bishop Folda)
- Small missal stand for the Roman Missal
- Concelebrant copies of the Eucharistic prayer, if needed

Near the bishop's chair or with servers:

- Roman Missal*, a larger one is preferred to the smaller chapel size
- (Brought by Bishop Folda) *Order of Confirmation*
- (if there is a sprinkling rite) Aspergillum with water bucket filled with water and if desired, salt in a small dish

On the ambo:

- The lectionary, opened to the readings specified for the liturgical celebration
- General Intercessions (Prayers of the Faithful) for the deacon or lector (Appendix 1)

In the back of the Church

- Wine, with the right quantity to cover all the chalices to be prepared for distribution
- Water
- Hosts, with enough to distribute to all the faithful present for the celebration

APPENDIX III: HYMNS TO AVOID

Any hymn to replace the Responsorial Psalm

Join the Dance

Lord of the Dance

Sing a New Church into Being

City of God

Anthem

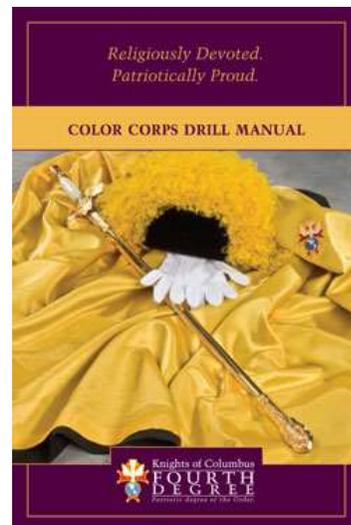
Ashes

APPENDIX IV: ONE-PAGE OUTLINE, RITE OF CONFIRMATION AND FIRST EUCHARIST

1. Order of entrance procession: Thurifer, cross, candles, other servers, students, *sponsors (optional)*, Deacon with Gospel book, concelebrating priests, pastor, Bishop with attending deacons, miter and crosier bearers, master of ceremonies (MC).
2. Entrance reverence: genuflection to tabernacle. All go directly to seats. Servers should not wait for Bishop before entering the sanctuary.
3. Before genuflecting to tabernacle, the Bishop will remove the miter and crosier, the servers who bear them will genuflect with the Bishop and MC
4. Altar incensation, Deacon accompanies Bishop.
5. Introductory rites, as appropriate to the day.
6. After Collect, Bishop sits and receives the miter.
7. Liturgy of the Word as usual.
8. Gospel
 - a. Bishop REMAINS SEATED, all others stand for Alleluia.
 - b. Deacon or Pastor stays standing and receives blessing to proclaim the Gospel.
 - c. Bishop stands, removes miter and receives crosier.
 - d. Bishop receives the crozier after the dialogue, "The Lord be with You"
 - e. If a deacon proclaims the Gospel, he brings Book of the Gospels back to the Bishop
 - f. If a priest proclaims the Gospel, he does NOT bring Book of the Gospels to Bishop.
9. Bishop is seated, pastor(s) presents candidates.
10. Students stand when names are called and remain standing. Bishop will invite them to be seated.
11. Homily
12. Rite of Confirmation
 - a. *Order of Confirmation* is brought to the Bishop for the renewal of baptismal promises as he returns to his seat after the homily. Mitre and crozier are brought to the Bishop. Bishop will invite just the candidates to stand, not the sponsors.
 - b. *Order of Confirmation* remains open for prayer & laying on of hands, everyone stands, candidates kneel, Miter and crosier come off.
 - c. Students kneel, others stand.
 - d. Bishop alone extends hands, concelebrants do not since they are not crismating
 - e. Laying on of hands is done as a group, not individually
13. Anointing with Chrism, candidate and sponsors come forward, mitre and crozier go on
 - a. *Order of Confirmation* is not needed.
 - b. Miter and crosier to Bishop.
 - c. Deacon or Pastor holds chrism while standing at Bishop's right side.
 - d. Music may accompany this rite. All sit for the Anointing with Chrism.
14. After Anointing with Chrism, Bishop washes his hands with lemon, bread, soapy water, and clean water. He hands back miter and crosier
15. Prayers of the Faithful/General Intercessions
16. Bishop sits, receives miter.
17. Offertory goes as usual.
18. Incensation is as usual.
19. Bishop washes his hands after communion.
20. If the number of vessels is large, Bishop prefers purification in the sacristy or after Mass
21. No announcements or presentations are to be made until *after* the post-Communion prayer.
22. Bishop receives miter after post-Communion prayer, then announcements can be made.
23. Bishop receives crosier before final blessing.
24. Incense is imposed and procession forms as soon as closing hymn begins. Servers should stop, turn back, and wait for Bishop to genuflect before departing the Church.
25. Students remain in their places to wait for pictures.
26. Servers wait for Bishop to reverence the cross in the back of the church.
27. Immediately after Mass, the Bishop comes to the front of the Church for pictures.

APPENDIX V: KNIGHTS OF COLUMBUS

Note: The role and duties of the Color Corps of the Knights of Columbus are governed by the October 4, 2008 Color Corps Drill Manual, published by the Board of Directors of the Knights of Columbus. What is proper for Mass is outlined on page 24 and 25 of this manual and are attached here. Further details about the preferences of Bishop Folda are provided below.



Before Mass

- Prepare in the official regalia dress in the parish hall or other location.
- Assemble in two lines, in the gathering space or entrance of the church, for the processional
- Check in with Bishop Folda's Master of Ceremonies (MC)

Opening Procession

- At the front of main aisle of the church, the honor guard can face the middle and present swords, outlined on page 23 of the Color Corps Manual.

Offertory, Procession of the Gifts (Page 30)

- When Bishop Folda is the celebrant, an escort is not necessary for the offertory procession with bread and wine. An escort would be more fitting for a Mass that is a particular celebration of the Knights of Columbus, but not at confirmations or other parish Masses. Bishop Folda prefers that the newly confirmed present the gifts to him unaccompanied.

Eucharistic Prayer

- The color corps will remain in its assigned seating
- The color corps, due to their swords, are able stand with chapeau over their hearts in both positions during the Eucharistic Prayer

Recessional

- The recessional will take place in the usual way as outlines on pages 23-26 of the color guard manual.