

Infant Baptism Guidelines

Congratulations! We are happy to welcome your child into our Catholic Christian faith community as a baptized child of God.

Group Baptisms (maximum of six families) take place on Sundays immediately after the 12:30 pm Mass. Private Baptisms for individual families take place any other day of the week.

In order to assist you in your desire to have your child baptized into the Catholic Church, we invite you to follow the guidelines below:

The Process

- Email us at info@holyspiritfremont.org or call **510.797.1660** and leave a voice message. You may also download the Baptism Intake Form.
- Please contact the parish office at least three months in advance.
- Email the completed intake form, child's birth certificate, and electronic copy of the online payment receipt via email to: info@holyspiritfremont.org. If you have not received the birth certificate from the county yet, please submit the child's hospital live birth record. You may also mail or drop off the completed Baptism Intake Form along with a copy of the child's birth certificate and church stipend in the parish office at: **37588 Fremont Boulevard, Fremont, CA 94536**. If the stipend payment is made online, please include a copy of the receipt.
- The church stipend is \$110 for group and \$160 for private Baptism. If paying by check, please make out the check to **Holy Spirit Church**. On the Memo Line, please write **Baptism**. Stipend payment can also be made electronically via Online Giving at <https://holyspiritfremont.org/give/>
- Parents are required to become registered parishioners.
- Upon receipt of the completed Baptism Intake Form, birth certificate, and stipend, parents and godparents will complete the two-part Baptismal Preparation Program.

Choosing a Godparent

- When choosing a Godparent, Canon Law 874 requires that the Godparent be at least 16 years of age and fully initiated into the Catholic Church, having already received the Sacraments of Baptism, Confirmation, and Eucharist.
- The Godparent must be a practicing Catholic, someone who leads a life of faith in keeping with the function to be taken on. If the godparent is married, he/she must be married in the Catholic Church.

Baptismal Preparation Program

Part 1:

- Watch sacramental preparation videos.
- Parents and godparents will complete the online certification course – **"Belonging: Baptism in the Family of God"**.
- Please contact the Parish Office to provide you with the link. The cost of the online course is already included in the church stipend. Once the course is completed, you will receive a Completion Certificate.
- Please submit a copy of the certificate to the Parish Office; both parents and godparents may then attend in-person classes.

Part 2:

- Attend a scheduled In-Person Class with Baptism Preparation Committee led by a member of the clergy and assisted by lay volunteers.
- In-Person Classes are held twice a month, on a scheduled **2nd and 4th Thursday from 7:00 to 8:30 pm.**
- In two-parent families, both Parents are expected to participate. Godparents are also required to attend the in-person classes.
- If Parents and/or Godparents have attended a Baptismal Preparation Program either here at Holy Spirit Parish or another Catholic parish within one year, they may be exempt from attending the in-person class. In such case, please provide the Parish Office with proof of attendance (certificate or letter of completion). **Please note:** Parents and Godparents are still required to complete the online course.

Once all the forms (including a state-issued birth certificate or hospital live birth record) are submitted and the Baptismal Preparation Program has been completed by Parents and Godparents, the Parish Office will schedule the baptismal celebration.