



SAINT CHARLES BORROMEO SEMINARY

Director of Pastoral and Apostolic Formation • 1400 Evans Road, Ambler PA 19002

IN-HOUSE HOMILY EVALUATION POLICY AND PROCEDURES

The continuing evaluation of seminarians is linked to their formation as well as to the Church's responsibility to discern vocations to priesthood as a gift from God. Since formation, whether human, spiritual, intellectual, or pastoral, assumes that a seminarian will be growing both in God's grace and in his free, human response to that grace, it is important that there be a process to note the markers of that growth. In this way, the Church provides candidates for priestly ministry with encouragement to continue their formation and wisdom to identify ways in which that formation may take deeper root. The Church's responsibility to discern the authenticity of vocations also implies that there is some process whereby the Church, usually working through the seminary, scrutinizes the candidate's aptness and readiness to assume the responsibilities of ordained ministry. This ongoing evaluation of seminarians, then, fosters growth in formation while continuing the process of discernment.

- Program for Priestly Formation, Fifth edition #272

Practical pastoral apprenticeship in liturgical ministry must be imparted at suitable times throughout the whole course of study in various selected circumstances. It reaches its peak during the final year of study, when future priests, after their seminary liturgical life has given them a taste from the fountain of true Christian spirituality, will receive a more careful preparation specifically adapted to the special circumstances in which they will be exercising their priestly ministry.

- Instruction on Liturgical Formation in Seminaries #59

In an effort to more properly and fully implement the norms for Priestly Formation as set forth by the Sacred Congregation for Catholic Education and the National Conference of Catholic Bishops, the procedures for evaluations of the Deacon homilies given at the Seminary during the Academic Year follow.

PROCEDURES FOR IN-HOUSE HOMILY EVALUATIONS

1. When the Deacon preaches at the seminary's communal Eucharist on Tuesdays and Fridays, the main celebrant of the Mass will function as the primary evaluator of the Deacon's homily.
2. *In-house Homily Evaluation* forms are to be completed by the evaluator and returned to the Deacon within 24 hours.
3. Any concelebrant is welcome to contribute an evaluation and is asked to follow the same procedures as the celebrant for submitting a homily evaluation (see No. 2 above).
4. The Deacon is responsible for enlisting two congregants to evaluate his homily.
5. The Deacon is responsible for making sure that all of his evaluators have *In-house Homily Evaluation* forms.
6. The Deacon is responsible for asking evaluators to return the forms to him within 24 hours.
7. The Deacon is responsible for initiating discussion of his Homily Evaluations with his Formation Advisor and/or Supervisor throughout his diaconate, and for making copies of his *Homily Evaluations* as needed for these discussions.
8. With the assistance of the Master of Ceremonies, the Director of Pastoral and Apostolic Formation will monitor the supply of *In-house Homily Evaluations* in order to ensure that there are a sufficient number of forms available at all times.