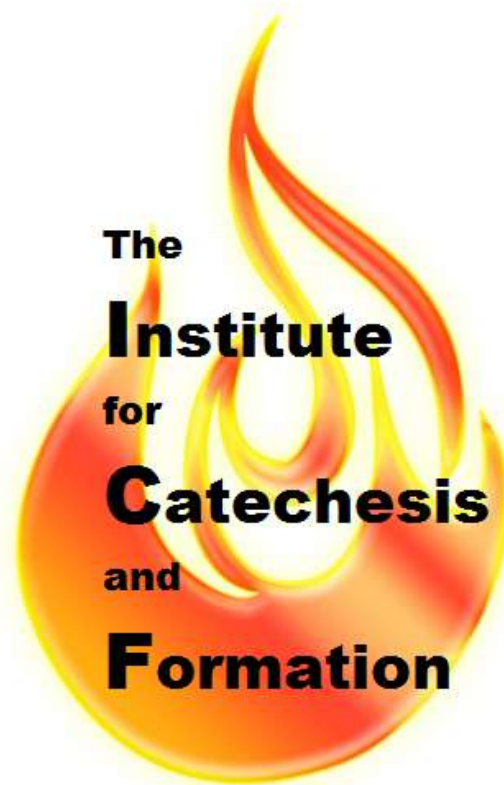


Diocese of Allentown
Office of Adult Formation



STUDENT HANDBOOK

ICF Student Handbook

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Office of Adult Formation

DIOCESE OF ALLENTOWN
SECRETARIAT FOR CATHOLIC LIFE AND EVANGELIZATION
2121 MADISON AVE
Bethlehem, Pennsylvania 18017-4642
610-289-8900 • Fax 610-289-7917
E-mail adultformation@allentowndiocse.org

Dear ICF course participants,

Thank you for your interest in the ***Institute for Catechesis and Formation*** courses.

Course outlines are available online at www.allentowndiocese.org/icf. Click on the **Student Page** for your course outline, which you should print and bring to the first class. It is expected that you have reviewed the outline and completed the weekly reading (when applicable) prior to attending class each week.

When you register, please be certain to provide us with a telephone number and email address where we can contact you in the event of an emergency site change or cancellation.

We pray that your association with ICF is a fruitful experience for you, and an opportunity not only to gain knowledge, but to draw closer to Christ.



If you have any questions please call us at 610-289-8900 ext. 2021.

God bless, and we'll see you in class!



Sincerely in Christ,

Office of Adult Formation
Secretariat for Catholic Life and Evangelization

STUDENT FACILITY FACT SHEET

FACILITY	Bethlehem Catholic High School 2133 Madison Avenue Bethlehem PA 18017 
ROOM	Media Room which is located to the left of the Auditorium entrance and down the hall. Please note that no food or drinks are allowed in this room.
PARKING	There is ample parking in the lot on the Auditorium side of the school.
EMERGENCY EVACUATION	There is an Emergency / Evacuation Procedures chart listed in each classroom.
CLASS TIME	Evening classes are typically held 7:00 PM to 9:00 PM Saturday classes are typically held 8:30AM to 12:30 PM Exceptions will be noted.
CONTACT	All questions should be addressed to: Office of Adult Formation 610-289-8900 x 2027 or x 2021 

STUDENT FACILITY FACT SHEET



FACILITY	<p>Berks Catholic High School 955 EAST WYOMISSING BOULEVARD READING, PA 19055-1799</p>
ACCESABILITY	<p> Please notify our office two weeks prior to the beginning of class if you require the use of the elevator.</p>
ROOM	<p>Class will be held in the library or the rooms right off the library. Enter the main doors at the front of the building and proceed up the steps. Take your first left and follow that hallway to the end. The library is located on the right hand side.</p>
EMERGENCY EVACUATION	<p>There is an Emergency / Evacuation Procedures chart listed in each classroom.</p>
PARKING	<p>Plenty of Parking in the front of the building and there is also a lot in the rear. Parking can get congested as the building is used for many events.</p>
CLASS TIME	<p>Evening classes are typically held 7:00 PM to 9:00 PM Saturday classes are typically held 8:30AM to 12:30 PM Exceptions will be noted.</p>
CONTACT	<p>All questions should be addressed to: Office of Adult Formation 610-289-8900 x 2027 or x 2021</p> <div style="text-align: right;">  </div>

STUDENT FACILITY FACT SHEET

FACILITY	Marian High School 166 MARIAN AVE. TAMAQUA PA 18252
ROOM	Room 101 Enter the school from the Main Entrance and room 101 will be located to your right.
EMERGENCY EVACUATION	There is an Emergency / Evacuation Procedures chart listed in each classroom.
PARKING	There is a parking lot available
CLASS TIME	Evening classes are typically held 7:00 PM to 9:00 PM Saturday classes are typically held 8:30AM to 12:30 PM Exceptions will be noted.
CONTACT	All questions should be addressed to: Office of Adult Formation 610-289-8900 x 2027 or x 2021



STUDENT FACILITY FACT SHEET

FACILITY	Nativity BVM High School ONE LAWTONS HILL POTTSVILLE PA 17901 
ROOM	Campus Ministry Room #107 Enter the school through the main entrance and the Campus Ministry Room will be on the first floor located to the right.
EMERGENCY EVACUATION	There is an Emergency / Evacuation Procedures chart listed in each classroom.
PARKING	There is ample parking in the lot
CLASS TIME	Evening classes are typically held 7:00 PM to 9:00 PM Saturday classes are typically held 8:30AM to 12:30 PM Exceptions will be noted.
CONTACT	All questions should be addressed to: Office of Adult Formation 610-289-8900 x 2027 or x 2021 

INCLEMENT WEATHER/CANCELLATIONS

Information concerning cancellations because of inclement weather can be found at:

WFMZ Channel 69

SECTV Channel 20

RCN Channel 12

Blue Ridge Channel 226

WAEB Radio...(790 AM)...(ALLENTOWN)

WEEU Radio...(830 AM)...(READING)

WEST Radio...(1400 AM)...(EASTON)

WPPA Radio...(1360 AM)...(POTTSVILLE)

We will place a recorded cancellation message on the Institute's telephone number at 610-289-8900, extension 21 no later than 3:00pm on the day of class.

If the class location is closed, class for that evening is automatically cancelled.

Students should not call the class location to determine whether or not class is being cancelled.

GENERAL INFORMATION

Text Books

The Bible

A full list of USCCB approved translations can be found at <http://www.usccb.org/bible/approved-translations/index.cfm>.

Highly recommended is the **Didache Bible** by Midwest Theological Forum and Ignatius Press.

Leatherbound: ISBN #978-1-939231-16-1 or ISBN #978-1-58617-972-4

Hardcover: ISBN #978-1-939231-17-8 or ISBN #978-1-58617-973-1

The Bible is used in all ICF courses and is a vital resource for all Christians.

Catechism of the Catholic Church (Second Edition)

Paperback: ISBN #1-57455-109-4

This text is used in all ICF courses and is a valuable resource for all Catholics.

Introduction to Catholicism for Adults, by Rev. James Socias

Paperback: ISBN #978-1-936045-73-0

Hardcover: ISBN #1-936045-88-4

Required for: ICF101—Christian Anthropology; ICF104—The Sacraments; ICF105—Christian Morality; and ICF106—The Church

Prayer Primer: Igniting a Fire Within, by Rev. Thomas Dubay, S.M.

Paperback: ISBN #0-89870-840-0

Required for: ICF 201 – Prayer and Spirituality

Walking With God, by Tim Gray & Jeff Cavins

Hardcover: ISBN #978-1-934217-89-4

Required for: ICF 102 – Old Testament

WRAP Yourself in Scripture, by Karen L. Dwyer & Lawrence A. Dwyer

Paperback: ISBN #0-9843792-3-1

Required for: ICF 201 – Prayer and Spirituality

Book Stores

On our website www.allentowndiocese.org/icf you will find links to additional resources including **Catechism of the Catholic Church** and **The Bible**. You may purchase the books used for the course on-line or you may wish to go to one of the local Christian book stores.

Way to Emmaus

1325 Chestnut Street
Emmaus PA
610-965-8855

Abundant Graces

(This store offers a 10% discount if you mention that you are taking a course with the Diocese of Allentown.)

3348 Easton Avenue
Unit 1
Bethlehem PA
610-865-1702

Certificate of Completion

Upon receipt of the attendance sheet, all persons who have completed at least 6 hours of course time will receive a Certificate of Completion via e-mail from Alexandria Cirko, Office of Education.

Master Catechist Certificate

Upon completion of the required courses, the Office of Education will issue your Master Catechist Certificate which is valid for three years. If you have any questions concerning this certificate, or renewal courses, please direct all questions to Alexandria Cirko at the Office of Education—610-866-0581 Extension 2326 or acirko@allentowndiocese.org.

Course Evaluation

Following the completion of the course you will receive an email with a link to the course evaluation on Survey Monkey. The evaluation is anonymous, and we would very much appreciate your feedback on the course so that we can continue to improve our program, and serve you better.

COURSE DESCRIPTION

Faith Enrichment Courses are **open to anyone** who desires to learn more about the Catholic faith and grow in knowledge and intimacy with God; **highly** recommended for all who serve in parish ministry, and instructors in parish and school religious education programs; and **required** for the Master Catechist Certificate.

ICF 101 - Christian Anthropology - This course will examine who God is as the One who seeks to share Himself with His creation. A brief survey of Salvation History will be traced to Jesus Christ, the Redeemer who saves humanity, and teaches us what it means to be a human person.

ICF 102 - The Old Testament - The Bible is God's revelation of Himself to His creation, and the story of His love for us. This course will provide a brief introduction to the origin of Sacred Scripture: its source, how the Canon was formed, and the senses in which we can interpret Scripture. The remainder of the course will focus on the Old Testament: the creation of the earth and God's covenant of love with the human person, the fall into sin, and the revelation, over time, of God's plan of salvation.

ICF 103 - The New Testament - This course picks up the story of God's plan of salvation with an introduction to the Gospels, Apostolic preaching and the origins of the Church, concluding with the conversion, preaching and travels of St. Paul.

ICF 104 - The Sacraments - The Sacraments are intimate, personal encounters between God and His people. This course will present an overview of these signs of God's love for us, by which He makes a personal connection with us and conveys *grace* - His very life within us.

ICF 105 - Christian Morality - This course provides an introduction to the fundamental teachings of Catholic morality and its foundations in Sacred Scripture, Tradition and Natural Law. Participants will examine virtue, conscience formation and make application to contemporary moral issues in the areas of health care, sexuality and social justice.

ICF 106 - The Church - The Church is the place of encounter between God and His people on earth. This course will provide a brief overview of the origins of the Church; Her identity as One, Holy Catholic and Apostolic; and what it means to be "the Body of Christ" on earth.

ICF 201 – Prayer and Spirituality - This course provides a basic introduction to the fundamentals of a Catholic prayer life and spiritual dispositions. Participants will examine what it means to pray, why we pray, and how to have a fruitful prayer life. Practical exercises of traditional Catholic prayers and devotions will be covered so you will learn how to express yourself to God and how to hear his voice in your everyday life.

This course is not required for the Master Catechist Certificate but is eligible for continuing education credits

Required Courses for Catechists

CAT 1 The Creed - An overview of fundamental Catholic teachings based on the founding Symbol of our Faith. This course provides catechists with a foundation in the basic tenets of the Catholic Faith, and is a good starting point leading to further study.

CAT 2 Classroom Applications - Practical information for catechists in their role as formators in the Faith. The course includes learning to create lesson plans, communication with parents and how to engage them in religious instruction, material delivery for Kindergarten to 8th grade age-appropriate level, and more.

