



Process for Applying for a Preference of Enrolment Certificate

Criterion 5.4

Please note it is the responsibility of parents/caregivers to ensure that application documentation is completed in a timely manner. We strongly recommend allowing 4 weeks to complete the entire process, particularly for college enrolment deadlines in Term 1 when there is a greater volume of applications.

If you are applying for preference of enrolment under Criterion 5.4 the significant familial adult must be:

- a close family member who is actively involved in your child's upbringing and live close to you
- practising their faith and involved in their own parish
- equipped and committed to the faith formation of your child and practices of the Catholic Church

Decisions made for 5.4 preference certificates are made by a committee appointed by the Archbishop of Wellington. Decisions are final.

Instructions:

1. Obtain the application pack from the Parish office, Archdiocese of Wellington website (cadw.nz) or from k.ross@cadw.nz
2. Parents/caregivers and significant familial adult complete the Preference Certificate.
3. The Significant Familial Adult completes the supporting evidence form, page 3.
4. The Parish Priest of the Significant Familial Adult completes page 4.
5. The Parish Priest emails the completed Preference Certificate, along with pages 3 and 4 to: k.ross@cadw.nz

Catholic Archdiocese of Wellington

Level 2, 204 Thorndon Quay, Pipitea, Wellington 6011 - PO Box 1937, Wellington 6140, New Zealand

T: 04 496 1777 E: info@cadw.nz W: cadw.nz



Supporting Evidence Form

Preference of Enrolment Criterion 5.4 – Significant Familial Adult

Involvement in the Life of the Parish

The "significant familial adult" must:

- Have a familial and spiritual/pastoral connection with the child.
- Be in a genuine, meaningful relationship with the child.
- Be an active faith member of a Catholic Eucharistic community.
- Live geographically close enough to support the young person in liturgical and Eucharistic celebrations at both the school and church levels.
- Committed to assisting the parent(s) in their support of their child(ren) in the formation of their faith and the practices of the Catholic school which includes attendance at Sunday masses.
- Give permission and commit to being included in the school/college's faith events and Religious Education programme, e.g. school masses, liturgies on the Religious Education programme, social justice and service initiatives as all parents are expected to.

This must be completed by the significant familial adult and then submitted to their Parish office for their Parish Priest to complete.



ARCHDIOCESE OF WELLINGTON

Preference of Enrolment Criterion 5.4 Significant Familial Adult Involvement in the Life of the Student

This section to be completed by the Familial Adult in the Life of the Student

Name of Significant Familial Adult:

Address:

Phone:

Email:

Name of your parish and suburb:

Name of Student:

Name of school seeking preference of enrolment for and school address:

How are you involved in the student's life?

How will you actively support this young person's Catholic faith journey?

Are you the significant familial adult for any other children?

☐ Yes ☐ No

If yes, please name the child/ren and the school/s they attend:

Signature:

Date

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Preference of Enrolment Criterion 5.4 Significant Familial Adult Involvement in the Life of the Parish

This section to be completed by the Parish Priest of the Significant Familial Adult

Parishioners name:

Involvement in the life of the parish:

	Current	Past
Sunday Mass attendance	☐	☐
Sacristan/Eucharistic Minister/Reader	☐	☐
Church cleaning/Flower Arrangement/Grounds	☐	☐
Prayer Group/Service Group	☐	☐
Parish Pastoral Council/Finance/Liturgy Committee	☐	☐

Other:

Any other comments:

Priest's Signature:

Parish Stamp:

Name:

Date:

The Preference Certificate and pages 3 and 4 are to be sent to: k.ross@cadw.nz
by the Parish Priest.

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