

Last Name	First Name	Second Name
Address	ZIP Code	
Phone	E-mail	
Your Parish	Date	

1 CHRISTIAN FORMATION

- Option 1.** Saturdays, Jan 24 to Feb 28 **\$40**
- Option 2.** Tue & Thur, Feb 10 to Mar 19 **\$40**
- Option Self-Paced.** (Online) **\$40**
- Option I. Renewal** - Saturdays, Feb 7 & 14 **\$20**
- Option II. Renewal** - Saturdays, Apr 18 & 25 **\$20**
- Option Renewal Self-Paced.** (Online) **\$20**

On Demand

- Option v. Renewal at Queen of Peace** - Saturdays, Feb 21 & 28 **\$20**

THEOLOGY PROGRAM

- Cristology** - Thursdays, Feb 5 to April 30 **\$50**
- Church Fathers** - Tuesdays, Feb 3 to April 14 **\$50**

BIBLE PROGRAM

- Pentateuch** - Mondays, Feb 2 to April 20 **\$50**
- Historical Books** - Wednesdays, Feb 4 to Apr 15 **\$50**

CLASS INSTRUCTIONS & AGREEMENTS

Attendance

- Attendance is only recorded by signing the attendance sheet at the beginning of each class. The signed sheets are the sole proof of attendance and will be available only 15 minutes after the session starts.
- Please attend your scheduled class sessions punctually. If a student is absent from the classroom for more than 15 minutes during any part of the class—be it at the beginning, during, or at the end—they will be considered absent for that session.
- **Christian Formation Program:** All 12 classes must be taken. If you miss a class, please call our office the same week. You will need to make up for the absence by watching an online video of the class and completing a quiz. Up to 3 absences and makeups are allowed.
- **Ministry Training Program:** No absences are allowed.
- **Renewal Classes** (Christian Formation or Ministry Training): No absences are allowed.
- **Bible & Theology Programs:** We allow for up to two absences without requiring justification. If you miss a third class, you can still make up for it by submitting an assignment and remain eligible for certification. Please contact our Programs Coordinator for more information. If you exceed three absences, we cannot grant credit or provide acknowledgement of participation, but you can continue attending classes if you wish.
- Please register for the option you intend to attend. We cannot guarantee any changes. Emergency changes should be communicated before the first session of the class.
- No children or guests are allowed in the classroom.
- Underage participants should always be accompanied by an adult.

Payments

- The registration fee must be paid at the time of registration and must be paid in full before the first session.
- Refunds are available only in cases of emergency and when notified before the first session of the class.
- If there are any special circumstances, please call the office directly.

Etiquette

- Kindly be respectful to your fellow students, instructors, and staff members. Any behavior or communication that is harmful or threatening in the course, or that disrupts the community, will lead to removal from the course and cancellation of future registrations.

Photo & Video Release Notice

- Photos and videos may be taken during classes and events for use by the Tepeyac Institute, the Office of Religious Formation, the Catholic Foundation, and the Diocese of El Paso on their websites, social media, publications, or other promotional materials. By registering for a class or event, you acknowledge and grant permission for your image to be used for these purposes. If you prefer not to appear in photos or videos, please notify the photographer or videographer if they are present at your class and/or event.

Email Updates

- By providing your email, you agree to receive announcements and updates about upcoming classes from the Tepeyac Institute and/or Office of Religious Formation. You may unsubscribe at any time. Your email will not be shared with third parties.

The Tepeyac Institute & Office of Religious Formation reserves the right to modify these Class Instructions & Agreements at any time. Participants will be notified of significant changes when possible. 10/30/2025

Your signature or initials: _____

2 MINISTRY TRAINING

The Christian Formation Program has to be taken before the Ministry Training classes

- Option A.** Lectors - Saturdays, Mar 7 & 14 **\$30**
- Option B.** Lectors - Tue & Thur, Apr 28, 30, May 5 & 7 **\$30**
- Option C.** Communion - Saturdays, Mar 21 & 28 **\$30**
- Option D.** Communion - Tues & Thur, Apr 14, 16, 21, & 23 **\$30**
- Option E.** Communion to the Sick - Tues & Thur, Apr 28, 30 May 5 & 7 **\$30**
- Option F.** Sponsor Couples - Saturdays, Apr 18 & 25 **\$30**
- Option G.** Nocturnal Adoration - Saturday, Apr 18 **\$30**
- Option a.** Lectors *Renewal* - Saturday, Mar 28 **\$20**
- Option b.** Lectors *Renewal* - Saturday, May 9 **\$20**
- Option c.** Communion *Renewal* - Saturday, Feb 21 **\$20**
- Option d.** Communion *Renewal* - Saturday, May 2 **\$20**
- Option e.** Communion to the Sick *Renewal* - Saturday, May 9 **\$20**
- Option f.** Sponsor Couple Training *Renewal* - Saturday, Apr 25 **\$20**

On Demand

- Option n.** Lectors *Renewal at QOP* - Saturday, Mar 21 **\$20**
- Option o.** Communion *Renewal at QOP* - Saturday, Mar 7 **\$20**

PASTOR AUTHORIZATION FOR MINISTRY (Required)

Ministry Training and Ministry Training Renewal classes
REQUIRE written authorization from your pastor:

I authorize that _____
can participate in the following *Ministry Trainings*:

PASTOR'S SIGNATURE

3 INSTALLATION CEREMONY

After completing steps 1 & 2, receive your certificate at the Installation Ceremony on June 10, 2026

Parish Payment (Optional)

- The parish will pay **part** of the fee
- The parish will pay **the full** fee

Amount \$ _____

Authorization Signature

Registration deadline for all classes: One week before the class starts

You can also register online or by calling our office at (915) 872-8420
Program subject to change. Please visit www.tepeyacinstitute.com to review any updates.

CLASES EN ESPAÑOL AL REVERSO