

# SPONSOR GUIDE

Before you begin your responsibilities as a sponsor, please fill out the *Sponsor Letter of Eligibility*. Please return this form to the address below by May 31, 2018.

## Instructions:

1. You are asked to meet at least four times with your candidate from now until February 1, 2019.
2. The meetings should be approximately one hour in duration or you may wish to meet more frequently for shorter periods.
3. During these meetings you are asked to do several things:
  - a) Discuss with the candidates the efforts, progress, and problems experienced in each of the growth areas identified on the worksheets.
  - b) Offer suggestions, encouragement, and corrections as needed.
  - c) Discuss plans and efforts to be made before the next meeting.
  - d) It is highly recommended that you spend a few minutes during these meetings praying together or reading a passage from Scripture together.
  - e) Complete the four Sponsor/Candidate Packets.
4. Help your candidates to be aware of their Service Hours. Encourage involvement in service and ministry using the particular gifts, talents, and interests of the individual.
5. Once the four Sponsor/Candidate Packets are completed, you are asked to write a **Letter of Recommendation** for your candidate in which you include the following:
  - Name of candidate and sponsor
  - How long and in what capacity the sponsor has known the candidate
  - How the four sessions went with the candidate
  - Reasons for recommending the candidate for Confirmation

If for some reason you and the candidate feel that Confirmation should be delayed at this time, please let us know of that decision as well.

The **Letter of Recommendation** and the **four Sponsor/Candidate Packets** should be sent by the sponsor or candidate to the following address no later than **March 1, 2019**.

**Holy Angels Confirmation Program**  
**138 N. 8<sup>th</sup> Ave**  
**West Bend, WI 53095**