

Saint Andrew Catholic Church
Altar Servers Ministry
Service Hours Guidelines and Criteria

(Rev 6/2019)

The Altar Servers Ministry at St. Andrew Catholic Church provides Servers and Parents opportunities to earn service hours by participating in one or more of the following:

- Becoming an Altar Server (Attending the training-5 hours)
 - Helping with the training (for former Servers-per attendance + ½ hr each day)
 - Preparing & f/u the **quarterly** Mass Schedule (Aprox.: 84 Qtly. Masses- 25 hrs/qtly.)
 - Preparing & f/u the yearly schedule for washing of the Vestments (20 hrs)
 - Funerals (holidays, school breaks or weekends 1 ½ hrs) (school days 1hr)
 - Weddings (with Mass 2 hrs) (without Mass 1 ½ hrs)
 - Second weekend Mass (*1 ½ hrs)
 - Special Mass Rehearsals (1 ½ - 2 hrs)
 - First Communion Masses (2 hrs)
 - Confirmation Masses (2 hrs)
 - Holy Thursday Mass (2 hrs)
 - Good Friday Services (1 ½ hrs)
 - Divine Mercy Feast (1 ½ hrs)
 - Eucharistic Procession (5 hrs – Helping Parents & Servers)
 - Washing Cassocks and Surplices (Parents: get 2 ½ hrs per load)
 - Arranging the Altar Servers closet (Parents: 2 hrs)
 - Coordination, setting up and cleaning after, for the Installation -Brunch in Parish Hall
(Parents and Servers must arrive 8:45am to the kitchen Hall - 6 hrs)
- “Participating in weekend Mass (Saturday 5:30pm, 7:00pm or Sunday 7:30am, 9:30am, 11:30am, 1:30pm or 5:30pm) is an obligation as a Catholic, and serving at the Holy Altar does not cover it into service hours.”
- -Monsignor Souckar, Pastor

(*)The only time that serving at a weekend Mass qualifies as Service hour, is when you attend two Masses in that same weekend (Saturday 5:30pm, 7:00pm, Sunday 7:30am, 9:30am, 11:30am, 1:30pm or 5:30pm), one will be your obligation and the other one must be substituting for someone who was absent.

Please note:

- Service hours for Altar Servers will be signed off by the Ministry Coordinator ONLY.
- Forms must be filled in and submitted for signature every 2nd and 4th Friday of the month. You can drop them off with the receptionist at the Parish Office, or School Office. Tell them to put it on the plastic, green folder for Altar Servers.

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