

St. Maximillian Kolbe Altar Server Registration Form

(Iteration: 09/22/2025)

Date: _____

Personal Information:

Student Name: _____

Address: _____

Age: _____ Grade: _____ School: _____

Parent's Name: _____

Email: _____

Home Phone # _____ Parent Cell # _____

Altar Server Training/ Experience:

_____ No Training and no experience

_____ Served at _____, when _____

Preferred Mass availability information: (we make every attempt to accommodate, but cannot promise)

Saturday Mass: 4pm _____

Sunday Masses: 7:30 am _____

9 am _____

10:30 am _____

Family Schedule Comments :

Requirements:

- Be an active member of St. Maximilian Kolbe parish, and currently enrolled in 4th – 8th grade.
- Have already made First Holy Communion and regularly attend Mass on Sundays and Holy Days of Obligation.
- Complete an application and receive proper formation before beginning to serve.
- Serve at every Mass to which you are scheduled. (Our scheduling system allows requesting a substitute when a family has a schedule conflict, advance notice is helpful.)
- Must arrive at least 15 minutes before Mass.
- Clean appearance and proper clothing should be worn while serving Mass.
- School shoes or dress shoes should be worn. Flip flops and sandals are not appropriate at the altar.
- Hair should be neat and combed. Girls should refrain from excessive or flashy jewelry or accessories.
- Cell phones are not allowed while serving.

Expectations:

There will be 2-3 mandatory server training sessions before one may serve at Mass. There will be an opportunity to shadow with an experienced server during a Mass to fully understand the role.

The altar servers form a very important part of the church, and every parish is enriched through their dedication and service. It is a very important responsibility and requires a sincere commitment.

Altar servers must serve because they feel a personal calling to service. An altar server must therefore be willing and interested in participating in this ministry on his or her own accord. Similarly, parents must undertake an active role in supporting their child in this ministry.

An altar server performs all assigned duties with attention, dignity and reverence because they are serving in the presence of Our Lord. The Sanctuary is holy, and access to it is a privilege.

An altar server knows the Order of the Mass, the responses and the principal prayers of the Mass. Each candidate must identify, know the purpose of, and properly use each liturgical item used at Mass. Therefore, each server must take the time to memorize these prayers if they do not already know them and make every effort to attend the formation meetings.

An altar server strives to remain in the Ministry through 8th grade. The Parish needs seasoned servers to be models to the new and younger servers and continue to lift the congregation in prayer by their prayerful example.

Please Read Carefully Before Signing:

By my signature, I indicate that I am willing to serve St Maximillian Kolbe Catholic Church as an altar server on the dates and times committed which will be published in a monthly schedule. I further agree to attend all scheduled training sessions.

Signature

By my signature, I agree to support my child in their ministry to St Maximillian Kolbe Catholic Church as an altar server on the days and times indicated for both Masses and training. I further agree to try to ensure my child arrives at least 15 minutes before Mass and is properly dressed. I also understand that if my child arrives late and is not properly dressed, they may not be allowed to serve at the Mass. If my child cannot serve when scheduled (family schedule conflict, illness, etc) I agree to contact the Altar Server Coordinator, through the Ministry app; as much notice as possible is appreciated.

Signature of Parent or Guardian