



Archdiocese of Los Angeles

Office for
Divine Worship
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MEMO

To: All Pastors and Coordinators of Christian Initiation (OCIA in English / RICA en español)

From: Office for Divine Worship

RE: Registration of Initiation – Related Acts

Date: May 12, 2025

With the implementation of the *National Statutes for the Christian Initiation of Adults* (NSCIA) which took effect on December 1, 2024, issued by the United States Conference of Catholic Bishops (USCCB), the following is reiterated:

1. The **Register of Catechumens** is for those who have entered the catechumenate and is to be kept in the parish archive (Norm 14). In other words, this is for those in the OCIA process who have not received a valid baptism.
 - a. After the celebration of the **Rite for Entrance into the Catechumenate** (formerly known as the Rite of Acceptance), the names of the catechumens should be written in this register book (*Register of Catechumens*) kept for this purpose in the parish office, with mention of the minister and sponsors, and of the day and place of their admission (OCIA, 46).
 - b. In the current edition of the ***Register of Catechumens***, there is not a column for the date and place of birth, so that record should be made in the remarks section.
 - c. The Parish office must keep a record of this book, and the required information must be written in the ***Register of Catechumens*** within days after the **Rite for Entrance into the Catechumenate**.
 - d. To place an order for the *Register of Catechumens*, please refer to the link:
<https://remeychurchgoods.com/product/91>
2. The **Register of Reception into Full Communion** is for those received into the full communion of the Catholic Church and is to be kept in the parish archive (Norm 16 § 1-3). These candidates have been validly baptized but not within the Catholic Church. For example, a Protestant who becomes Catholic.
 - a. The names of those received should be recorded in the register book (*Reception into Full Communion*), along with the date and place of their Baptism (OCIA, 486).
 - b. In the current edition of the ***Register of Reception into Full Communion***, there is not a column for the place of reception, which should also be noted in the remarks section. In the 2024 OCIA National Statutes specify additional information which is to be noted in each of these registers. Such as: the date and place of birth of the candidate, the minister, parents,



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sponsors, and the date and place of Reception into full communion. If married, a notation of the spouse, date and place of marriage should be noted in the register. Any future marriage is also to be noted in this register book.

- c. The Parish office must keep a record of this book, and the required information must be written in the ***Register of Reception into Full Communion*** within days after the reception of the sacraments.
- d. Sacraments of Initiation should also be recorded in the usual register books (*Communion Register & Confirmation Register*).
- e. To place an order for the *Register of Reception Into Full Communion*, please refer to the link: <https://remeychurchgoods.com/product/92>

These Norms and more guidance on how to keep these registries with the required information are part of the new *National Statutes for the Christian Initiation of Adults* (NSCIA) issued by the United States Conference of Catholic Bishops (USCCB). This record keeping is not optional but is lawfully necessary. Special instruction and notes will be added to the *Archdiocesan Handbook for Sacramental Records*. While the revision of the handbook is finalized, this memo will function as an addendum to the current published handbook. You can find the archdiocesan handbook online: https://lacatholics.org/wp-content/uploads/2025/05/Handbook-for-Sacramental-Records-Rev-2018-Signed_1.pdf

During this time of updating the *Archdiocesan Handbook for Sacramental Records*, if you have any questions, please contact the Office for Divine Worship (213) 637-7262.

Fr. Juan Ochoa

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Director – Office for Divine Worship