



# MINISTRY CERTIFICATES & LEARNING

OCY Supported ongoing formation & ministerial growth

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## What is the process for parishes?

**STEP 1:** Parishes/organizations can register their community at [www.franciscanathome.com/toronto](http://www.franciscanathome.com/toronto) - the third “blue box” on the bottom right of the page takes a pastor or representative to register the parish & pay the \$300 US annual fee. This essentially creates a parish account for parishioners/members to register under for the sake of the learners and allows a parish to have unlimited learners from the parish to utilize the resources there for a year.

**STEP 2:** Parish representatives or secretaries may be contacted to validate that a learner claiming to be a parishioner is. Parishes independently decide if they need learners to pay the parish anything to recoup registration cost, and if so, how much.

## What is the process for learners?

**STEP 1:** Go to [www.franciscanathome.com/toronto](http://www.franciscanathome.com/toronto). There will be a “learner link” in the middle-lower section of the page. Complete this registration step first. If you intend to work towards a joint FUS/Archdiocese of Toronto certification, you will have to pay the required mentor fee (\$204/yr) . If your parish is NOT registered please contact the OCY (416)599-7676 or [youth@ocytoronto.org](mailto:youth@ocytoronto.org) to explore options.

**STEP 2:** If your parish has registered and is subscribed, click the second “blue box” on the bottom right of the page. If not, contact your pastor or parish representative. If your parish has/will not register, contact the OCY ([youth@ocytoronto.org](mailto:youth@ocytoronto.org) or 416-599-7676) to find out other options.

**STEP 3:** Once your registration through the OCY “learner link” (and payment if going through certification) is complete and you have entered through the “Registration Online” blue button, you will be given an access code to access the learner tracks content.

**STEP 4:** Certificate learners will be required to do a reflective work on each segment of a workshop unit. Upon its completion an assigned mentor will contact you to review & discuss your work as needed. You are able to continue and work on other workshops during this process. Upon successful completion of the 24 workshops, a learner will receive a joint certificate in Youth Ministry from Franciscan University and the Archdiocese of Toronto.

The Archdiocese of Toronto in partnership with the Franciscan University of Steubenville’s Catechetical Institute are pleased to offer comprehensive, flexible, affordable, relevant, current and faithful ministerial resources Catholics may use to enrich their learning and enhance their ability to better serve in various ministry and formative environments.



### Future Certificates

- Sacrament of Confirmation Preparation
- Catholic Schools
- Sports Ministry
- Culture of Life
- First Proclamation