

# Application Form for Endorsement of Lay Speaker

1. Only local lay speakers who are **not part of a recognized Archdiocesan/Religious entity listed in the Archdiocesan Catholic Directory** are required to seek Archdiocesan endorsement. Applicants should check if their organization is listed on [www.catholic.sg/directory/singapore\\_catholic\\_church/](http://www.catholic.sg/directory/singapore_catholic_church/) before completing this form.
2. Lay speakers seeking endorsement should be living in Singapore and seeking to transmit the Catholic faith at the Archdiocesan-national level in Singapore.
3. Please attach your Curriculum Vitae (CV) when submitting this form.
4. This form can be submitted by post/ hand to **Chancery Office, #07-01 Catholic Centre, 55 Waterloo Street, Singapore 187954** or by email to [chancery@catholic.org.sg](mailto:chancery@catholic.org.sg).

PERSONAL DETAILS		Paste a recent photo of yourself here
Full Name (as in NRIC), underline surname:		
Address (in Singapore):		
NRIC/ FIN No.:	Date of Birth (DD/MM/YYYY):	
Gender: <input type="checkbox"/> M <input type="checkbox"/> F	Country of Birth:	Nationality (If Singaporean PR, state PR start date):
Mobile No.:	Email address:	
Parish/ Catholic organization affiliation(s): 1. 2. 3.	Areas in which you exercise your teaching ministry (tick all that apply): <input type="checkbox"/> Conduct spiritual retreat <input type="checkbox"/> Conduct exhibition <input type="checkbox"/> Conduct specialist training (pls state): _____ <input type="checkbox"/> Conduct general talks/ days of recollection <input type="checkbox"/> Conduct religious musical performance <input type="checkbox"/> Others (pls state): _____	
Areas of specialization (if any):		
Names of Character Referees: <i>At least one referee must be a priest incardinated in the Archdiocese of Singapore. Please ensure your referees have submitted your references to the Chancery.</i>		
1. Character Referee 1:		Position: <input type="checkbox"/> Parish priest <input type="checkbox"/> SD <input type="checkbox"/> Other
2. Character Referee 2:		Position: <input type="checkbox"/> Parish priest <input type="checkbox"/> SD <input type="checkbox"/> Other

EDUCATION AND TRAINING (Most relevant Academic Qualifications attained)			
<i>Attach your relevant certificates for all courses stated in this form.</i>			
Name of School/ University/ Institution	From (year)	To (year)	Qualification attained

OTHER INFORMATION	Please tick
1. Have you ever been dismissed or discharged from your teaching ministry, whether in Singapore or overseas?	<input type="checkbox"/> Yes <input type="checkbox"/> No
2. Have you ever been convicted in a court of law by any country?	<input type="checkbox"/> Yes <input type="checkbox"/> No
3. Have you ever been detained by the police or any government (other than traffic violations or misdemeanours)?	<input type="checkbox"/> Yes <input type="checkbox"/> No
If you ticked yes for questions 1, 2 or 3, please provide details. If more space is required, please attach your own pages.	

**Declaration**

- a. The information I have provided in this form is complete, accurate, recent and valid to the best of my knowledge. I understand that this application will be rejected if any information given is found to be untrue.
- b. I have read the Archdiocese of Singapore’s ‘Code of Conduct for Lay Teachers of the Faith’ and agree to abide by it. I understand that if I were to violate the Code, this will be noted on my record with the Archdiocese.
- c. I allow the Archdiocese to obtain and verify information from or with any source as it deems appropriate for the assessment of this application.
- d. I agree that the Archdiocese reserves the right to accept or reject an application without disclosing the reasons for rejection.
- e. I understand that if my application is approved, my endorsement will be valid for one [1] year, and that the onus is on me to apply for a renewal of endorsement at least four [4] weeks before it expires.
- f. I consent to my personal data in this form being collected, stored, retained, retrieved, used, transmitted and processed by the Archdiocese of Singapore in accordance with its Data Protection Policy, including the potential disclosure of personal data to non-commercial third parties and the transferring of data outside of Singapore, for the Archdiocese’s administrative purposes regarding lay teachers of the faith.

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Applicant’s signature

\_\_\_\_\_

Date

For Official Use		Status
Forms Received (Dates)	Application form: _____ Referee form (1): _____ Referee form (2): _____	<input type="checkbox"/> Approved <input type="checkbox"/> Not Approved  Date: _____