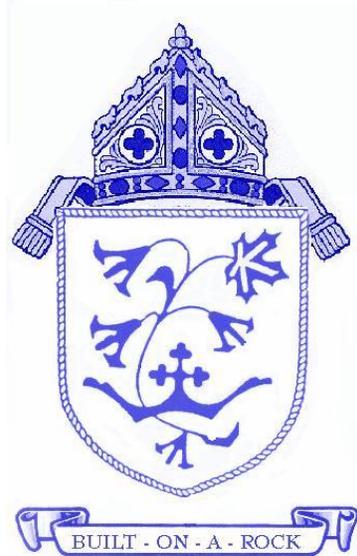


Archdiocese of Kingston



CHAPTER 7

POLICY FOR THE EDUCATION
AND FUNDING OF SEMINARIANS
& THE CONTINUING EDUCATION
OF PRIESTS

Chapter 7 POLICY FOR THE EDUCATION AND FUNDING OF SEMINARIANS AND THE CONTINUING EDUCATION OF PRIESTS

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INTRODUCTION

The Ecclesiastical Education Fund for Priests and Seminarians is a combination of a Seminary Fund and the Fund for Continuing Education of Priests. The sources of money for this Fund are:

1. The annual collection for the education of priests in each parish and mission;
2. Bination stipends;
3. Loan repayment by those who drew upon the Fund for education and formation;
4. Donations from Last Wills and Testaments, Knights of Columbus, and the Catholic Women's League.

SEMINARIANS

1. Seminarians in their **Propedeutic Year, Philosophy, and Theology** will be responsible for their personal expenses only.
2. A Seminarian in his **Pastoral Internship** year is to be assigned to a parish in the Archdiocese from September 1 to July 31 of the following year. He is to receive from the Archdiocese a monthly remuneration, room and board, and one month's holiday prior to his return to the Seminary at the end of the period of internship. The Archdiocese will pay the premiums for group benefits for seminarians covered by the archdiocesan plan.
3. Whenever possible, seminarians are expected to find gainful employment in secular society during the summer holidays both for the experience and the financial remuneration.

PRIESTS

Sabbatical Leave Guidelines

Definition

The Archbishop and the Council of Priests encourage the priests of the Archdiocese to see a Sabbatical Program as a valuable means of personal renewal in their lives and ministry.

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A Sabbatical leave is intended to be an experience of educational, personal, and spiritual renewal which will serve to enhance the life and ministry of the priest. The Sabbatical may involve participation in a specific programme or a combination of different elements which fit the particular personal and ministerial needs of the priest. It is distinguished from:

- a. Extended vacation, which is used for rest, relaxation, and recreation;
- b. Sick leave, which is intended for the recovery of health;
- c. Graduate or special studies, which are oriented toward special ministerial needs.

Length

A Sabbatical is normally to be for three to six months, and may *not* exceed twelve months.

Eligibility

All the priests of the Archdiocese have the right to apply for a Sabbatical after ten years of service for the Archdiocese. There are to be ten-year intervals between Sabbaticals for an individual priest.

Application Procedure

The steps for requesting a Sabbatical are:

- a) The priest should consult with the Archbishop and obtain his permission to proceed with his request for a Sabbatical;
- b) He should choose the Sabbatical program which best suits his personal and ministerial needs, and draw up an outline of his Sabbatical program through consultation with the Sabbatical Institute;
- c) He should present his suggested program outline to the Archbishop at least six months prior to the beginning of his desired Sabbatical.

Decision

The final decision of granting a Sabbatical is that of the Archbishop after consultation with the Personnel Committee. Priority will ordinarily be given to priests with seniority.

Financing

A priest on Sabbatical is to receive his regular salary (minus housing allowance) for the period of the Sabbatical. The Archdiocese will pay the costs of the Sabbatical and program (i.e., tuition, room and board, and course books). The priest himself will pay the costs of travel and personal expenses. The replacement priest's expenses will be paid by the parish or institution.

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Replacement

The priest who is going on Sabbatical is jointly responsible for his replacement, in consultation with the Archbishop. The priests of the Archdiocese should be conscious that one of their brother priests, while away on Sabbatical, may require their willingness to cover for him in some way.

Evaluation

After conclusion of the Sabbatical leave, the priest will submit a report on his experience to the Archbishop and the Personnel Committee. The report should include the content of the programme, where and how it was conducted, and what he sees as beneficial to his own life and ministry.

After the Sabbatical

Following the Sabbatical, the priest will normally return to his assignment, unless other arrangements are made with the Archbishop.

Review of Sabbatical Policy

This policy is to be reviewed by the Archbishop and the Council of Priests every three years.

Conclusion

Every effort will be made to provide for one or more priests to be on Sabbatical leave at one time.