

# Steubenville Adult Conferences – Priest & Deacon Guests

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It is our pleasure to welcome you to campus. It is both a blessing and an honor to have you participate and minister with us as we strive to fulfill our Lord's command to make disciples of all nations. The various Holy Hours, Masses, and confessions are an essential part of having a grace-filled conference, where our guests can encounter Christ. Your presence helps us to have a successful conference each year and we are sincerely thankful to you for your generosity and willingness to serve others.

## Free Admission for Priests

As a sign of our gratitude for their priestly service, we have waived the registration fee for all priests in attendance at the following conferences:

- Power and Purpose Conference – June 14-16, 2024
- St. John Bosco Conference – **Postponed to 2025**
- Applied Biblical Studies Conference – July 24-26, 2024
- Defending the Faith Conference – July 26-28, 2024

*\*Note: First, should you desire on campus housing or the meal plan, you may purchase them in addition to the free admission. Second, while it is still required that you submit a Letter of Good Standing in order to attend the **Priests, Deacons, and Seminarians Retreat (June 17-21, 2024)**, admission to this retreat is not waived due to the nature of serving you more directly and intentionally. That said, should you need financial assistance in order to attend this retreat, please do not hesitate to reach out to our team.*

## Letters of Good Standing

A current Letter of Good Standing on official letterhead, signed and stamped by an authorized member of your diocese or community must be submitted to the Diocese of Steubenville for every priest and deacon attending a conference on the campus of Franciscan University of Steubenville in the summer of 2024. **Please include the conference name and date of your visit to the university and address it to the attention of Rev. Bradley Greer, Chancellor of the Diocese of Steubenville, via email at [bgreer@diosteub.org](mailto:bgreer@diosteub.org) no later than two weeks before your arrival.**

The diocesan letter granting permission to exercise clerical ministry within the Diocese will be kept on file in the Chapel Office. This permission letter is necessary even for concelebration. Although a priest or deacon may choose to not exercise any ministry in the Diocese of Steubenville during their stay for a conference, they will still need to submit a Letter of Good Standing in order to attend.

**Priests/Deacons from the Diocese of Steubenville:** must reach out to the Diocesan Office to inform them that you will be attending a conference on campus and request that they submit proof of your faculties, background check, and safe environment training to the Chapel office no later than two weeks prior to the conference you plan to attend. The below Letter of Good Standing template is acceptable.

## Vesting

Priest and deacons are invited to bring their own alb and stole, as we may not have enough to accommodate everyone. We have plenty of chasubles but a limited number of dalmatics. All vesting for Mass will take place in the Racquetball Court, located in the Finnegan Fieldhouse. You will be able to store your vestments there if you would like. If you need access to the room during closed hours, please ask at the Conference Information Center/Guest Services (in the J.C. Williams Center) and they will be able to assist you.

## Special Requests

While attending any conference at Franciscan University, you are welcome to participate in all the conference liturgies. Unfortunately, we are not able to accommodate any private (or group) Masses on campus (including in the resident halls or Christ the King Chapel) outside of the regularly scheduled conference liturgies. Thank you for understanding.

## Steubenville Adult Conferences Letter of Good Standing Instructions & Template

A current Letter of Good Standing **on official letterhead, signed and stamped by an authorized member of your diocese or community** must be submitted to the Diocese of Steubenville for every priest and deacon attending a conference on the campus of Franciscan University of Steubenville in the summer of 2024.

Please **include the conference name and date of your visit to the university** and address it to the attention of Rev. Bradley Greer, Chancellor of the Diocese of Steubenville, via email at [bgreer@diosteub.org](mailto:bgreer@diosteub.org) **no later than two weeks before your arrival**. The diocesan letter granting permission to exercise clerical ministry within the Diocese will be kept on file in the Chapel Office. This permission letter is necessary even for concelebration.

**An existing letter of good standing provided by your diocese or community is acceptable so long as it meets the same criteria as outlined here.**

### 2024 Steubenville Adult Conference Dates

- Power and Purpose Conference – June 14-16, 2024
- Priests, Deacons, Seminarians Retreat – June 17-21, 2024
- Applied Biblical Studies Conference – July 24-26, 2024
- Defending the Faith Conference – July 26-28, 2024

### 2024 Letters of Good Standing due no later than

- Power and Purpose Conference – May 31, 2024
- Priests, Deacons, Seminarians Retreat – June 3, 2024
- Applied Biblical Studies Conference – July 10, 2024
- Defending the Faith Conference – July 12, 2024

#### Please send completed letter to:

Diocese of Steubenville  
Attn: Rev. Bradley Greer, Chancellor  
P.O. Box 969  
422 Washington Street  
Steubenville, OH 43952

Phone: (740) 282-3631, Fax: (740) 282-3327

You may also submit via email to  
[bgreer@diosteub.org](mailto:bgreer@diosteub.org)

### **LETTER OF GOOD STANDING TEMPLATE:**

*When using this template, please delete the instructions above and fill in the information highlighted yellow.*

Dear Rev. Bradley Greer, Chancellor of the Diocese of Steubenville:

I, the undersigned, \_\_\_\_\_ (name of undersigned), hereby certify that \_\_\_\_\_ (clergy's name) is a cleric in good standing from the (Arch)Diocese of \_\_\_\_\_ (name diocese) who enjoys all the faculties for the exercise of his pastoral ministry.

After reviewing his personal file, checking with those who worked with him in previous assignments, and from my own personal knowledge of the subject, I am able to certify without qualification that:

1. He is a cleric in good standing.
2. He has never been suspended or otherwise canonically disciplined.
3. No criminal charges have even been brought against him nor does he have a criminal record.
4. He has participated in an approved training session on safe environment for children

I am able to state without qualification that \_\_\_\_\_ (clergy name) is of good character and reputation and is qualified to perform his pastoral duties. I hereby grant him permission to pursue pastoral ministry for \_\_\_\_\_ (name/dates of conference in attendance; see above).

Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

[Stamp or Place Diocesan Seal above]