Books III and IV of the *Code of Canon Law* will be studied through the lens of Parish Ministry.

Book III (The Teaching Office) covers the Ministry of the Divine Word; the Missionary Action of the Church; Catholic Education; Instruments of Social Communication and Books; and the Profession of Faith.

Book IV (The Sanctifying Office) covers all the Sacraments except for Marriage; other acts of divine worship; and sacred places and times. Marriage is covered separately in YPC 7302—Canon Law of Marriage.

Instructor: The Very Reverend R. Lucien Millette, J.C.L.
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Office Hours by Appointment Only. Contact me as needed with any questions.

FOURTEEN (14) CLASSES – Syllabus may change with or without prior warning

*Prior to each class, read the Code and Commentary for canons noted in bold for that day of class*

1. January 18 – Syllabus and General Introduction
2. January 25 – Teaching Office
   Read: *747-833
3. February 1 – Teaching Office
   Read: *747-833
4. February 8 – Sanctifying Office
   Read: *834-848
5. February 15 – Baptism
   Read: *849-878  Submit: Paper Topic
6. February 22 – Baptism
   Read: *849-878
7. March 1 – Confirmation
   Read: *879-896
8. March 8 – MIDTERM EXAM
9. March 22 – Eucharist
   Read: *897-958
10. March 29 – Eucharist
    Read: *897-958
11. April 5 – Penance
    Read: *959-997  Submit: Paper
12. April 19 – Anointing of the Sick
    Read: *998-1007
13. April 26 – Orders
    Read: *1008-1054
    Read: *1166-1204
15. May 10 – FINAL EXAM

REQUIRED TEXTS:

REFERENCE TEXTS:
- *Catechism of the Catholic Church and Vatican Council II Documents*
- *The Rites of the Catholic Church*, volumes 1 and 2; Pueblo Books.

EXPECTATIONS:
- Class Attendance and Participation
- Read the assigned canons and the Code’s commentary; any possible articles to be assigned. Students are responsible for all canons in Book III and IV as well as all canons mentioned in class.
- One 3 Page Paper. See details for Paper on back.
- Midterm and Final Exam—Written and Oral.

GRADING: 100%
- Class Attendance: 10%
- Class Participation / Pop Quizzes: 10%
- Paper/Oral: 20%
- Mid-term Exam: 30%
- Final Exam: 30%
University of St. Thomas School of Theology

Required Paper or Oral Exam

**Paper:**
The Paper is a 3 page research paper. The format will consist of a cover page, the body of the paper, and a bibliography. The body of the paper must use Times New Roman Font with Size 12 font and 1 inch margins. Endnotes should be used and any legitimate formatting style may be used for the endnotes and bibliography. A minimum of 12 endnotes and 3 sources should be used.

The Paper should address a question relevant to parish ministry from either Book III (Teaching Office) or Book IV (Sanctifying Office). It is expected that the paper will also draw on relevant canons from the rest of the Code of Canon Law as well as any other relevant sources.

The Paper Topic must be submitted before the close of the day on February 15th. Topic may be turned in during class or may also be emailed to the instructor before midnight of that day.

The Instructor will either accept or help modify the Paper topic. The Paper Topic can be changed after it has been approved with the approval of the Instructor.

The Paper must be submitted before the close of the day on April 5th. It may be submitted by means of a paper copy at class or by means of a PDF copy by email.

10 points will be deducted off of the final grade for every day it is late unless prior permission has been granted or if there is proof of sickness.

Points may be removed for not following the style specifications given above.

Points may be deducted for grammar and spelling. If points are removed for grammar and spelling, these points can be regained by re-submitting the paper with the necessary corrections.

**Oral Exam:**
In place of the Paper, students can elect to take an Oral Exam. The Professor must be notified at the time when the Paper Topic would be submitted. Oral Exams will be scheduled with the Professor and will be held after the Midterm Exam. Students will be responsible for all material covered before the date of the Oral Exam. Oral Exams will take a minimum of 10 minutes and a maximum of 30 minutes.