

# Getting Married



2020

  
Sheil Catholic Center  
at Northwestern University

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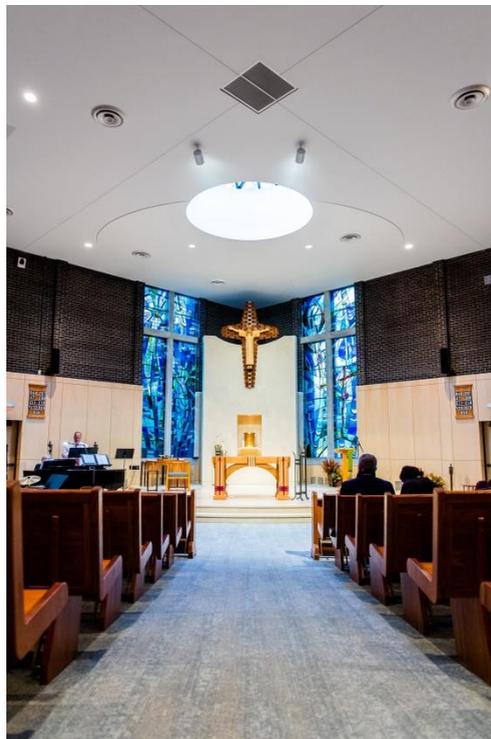


## Congratulations!

Congratulations on your decision to marry! We are honored to help you plan and prepare your wedding liturgy, and are delighted that you have decided to celebrate with a Catholic ceremony at the Sheil Center. The rite of marriage, as a sacrament in the Catholic Church, represents the covenant of God and the church community, as well as celebrates your love for one another. We hope you will find the process of planning your wedding liturgy to be one of grace and prayer.

You may already have many questions regarding your church ceremony. These guidelines are provided for your reference throughout the planning stage. Many of the policies here are open for discussion, however, some policies are set forth by the Archdiocese of Chicago, the *General Instruction of the Roman Missal*, and the Rite of Marriage. These items cannot be changed, but in many cases, your ideas can be integrated.

Again, we offer our sincere congratulations and prayer for your upcoming marriage. We look forward to working with you during this exciting time.



## Reserving a Date

Weddings at Sheil are ordinarily celebrated on Saturdays and can be scheduled in the morning or afternoon, however the last available start time for any wedding liturgy is 3:00 p.m. (There will be no exceptions.) Canon law does not permit a Wedding Mass on Sunday, but you may schedule Sunday ceremonies - outside of Eucharist. The Sheil Catholic Center reserves the right to **not schedule** a wedding on any given Sunday during the Northwestern school year.

If the Director/Chaplain of the Sheil Catholic Center, will be witness to your marriage, you should coordinate a date with him directly. If a visiting priest/deacon will be witnessing then you should contact Sheil's Wedding Liturgy Coordinator, Angela Stramaglia to make scheduling arrangements at [a-stramaglia@u.northwestern.edu](mailto:a-stramaglia@u.northwestern.edu).

All dates should be scheduled a minimum of six months in advance. Each wedding will be scheduled for a 3 hour increment, (1 hour set-up, 1 hour liturgy, and 1 hour for pictures and clean-up). Please adhere to the time allotted, and complete all personal preparations before you arrive - this shows respect to the staff, the facility itself, and all those who use the Sheil Center on a daily basis. **We appreciate your attention to this detail.**

A 2 hour break is required between the end of one liturgy and the beginning of another in the event that two or more weddings are requested on the same day.

## Rehearsal

When scheduling a date for the wedding, a date and time for the rehearsal should also be set. Traditionally, the rehearsal is the evening before the wedding and is usually scheduled for 1 hour. The members of the wedding party, and immediate family should attend. Although not necessary, it can also be helpful if other participants in the liturgy (Readers, Eucharistic Ministers, Gift Bearers) are also in attendance. The Wedding Liturgy Coordinator or the Priest will facilitate the rehearsal. The bride and groom should ensure that the wedding and rehearsal start on time as a matter of courtesy to all involved and to the wider Sheil community. Daily Mass at Sheil is at 5:00 p.m. Monday-Friday, therefore, wedding rehearsals are scheduled no earlier than 6:00 p.m.

## **Use of the Christ the Teacher Chapel**

The Christ the Teacher Chapel seats 275 comfortably. A suggested donation of \$750.00 is requested for the use of the Sheil Catholic Center for a wedding liturgy. This donation does not include compensation for the Priest, Musicians, or Sheil's Wedding Liturgy Coordinator. The current stipend required for all musicians is \$200.00. Naturally, sacraments are never refused due to financial difficulty. If the fee is a problem, please contact Sheil's Director of Operations, Teresa Corcoran at [t-corcoran@u.northwestern.edu](mailto:t-corcoran@u.northwestern.edu) to make other arrangements.

## **Necessary Paper Work & Preparation**

Here's what you will need to meet the requirements for Catholic marriage preparation in the Archdiocese of Chicago:

1. A baptismal and confirmation certificate (where applicable) issued and dated within the past six months.
2. A certificate from a marriage preparation program.

**It is required that every couple preparing for the sacrament of marriage in the Archdiocese of Chicago attend a marriage preparation program.** A variety of classes to fit your individual circumstances are available. For more information on the options offered through the Archdiocese of Chicago please go to [www.family.ministries.org](http://www.family.ministries.org). Sheil offers a five-week preparation session (2 hours/week) when available. Please contact Pastoral Associate, Mary Deeley at [m-deeley@northwestern.edu](mailto:m-deeley@northwestern.edu) for more information.

**In addition to the required marriage preparation class,** the Archdiocese also recommends that each couple take a premarital evaluation; either *The Catholic Couple Check Up*, or FOCCUS (Facilitating Open Caring Communication Understanding and Study), both offered online. Follow-up discussion with a facilitator is a part of the FOCCUS evaluation process, and Sheil's Pastoral Associate, Mary Deeley, is available to assist in that role. Should you have any questions about these premarital inventories please contact her at [m-deeley@northwestern.edu](mailto:m-deeley@northwestern.edu).

3. A Prenuptial Questionnaire. Each person will fill out the questionnaire separately, in the presence of a priest or deacon.

4. Witness Affidavits. It is vitally important that the engaged couple possess the freedom to be legally married in the eyes of the Church and state. For that reason, we ask the bride and groom to each choose two people to verify in writing that the engaged person is/is not baptized and state their knowledge of any previous marriages. The witness affidavits must be filled out and signed in the presence of a member of the pastoral staff. These may be filled out at the most convenient Catholic Church for the witness. You will have the opportunity to discuss the full implications of this issue with the witnessing priest.
5. A marriage license. For more information on obtaining a marriage license go to [www.cookcountyclerk.com/vitalrecords/marriagelicense](http://www.cookcountyclerk.com/vitalrecords/marriagelicense)

### **Planning the Liturgy**

For information on planning the wedding liturgy itself please contact Wedding Liturgy Coordinator, Angela Stramaglia, at [a-stramaglia@u.northwestern.edu](mailto:a-stramaglia@u.northwestern.edu) to schedule an appointment. A request for musicians should be communicated no later than 6 months prior to the wedding.

Resources are available through Sheil to help you begin the planning of your liturgy. You may also wish to visit [usccb.org/issues-and-action/marriage-and-family/marriage](http://usccb.org/issues-and-action/marriage-and-family/marriage) which is a great starting point for your preparations, in that it details the many things you need to be considering before you begin the process. Please note: outside wedding coordinators are not used at the Sheil Center for the celebration of the Sacrament of Marriage.

### **Things to be discussed at Initial Meeting:**

Scripture & Music Selection

Marian Devotionals

Wedding Party Details

Flowers & Chapel Details (Art & Environment)

Bride & Groom Rooms for Preparation

Photographers & Videographers

Receiving Line (**At Reception** – Not at Sheil)

Rehearsal

Fees

## NOTES