

Mission, Diversity and Inclusion/ Justice, Equity, Inclusion

7.7030 Wedding Policy for Alvernia University Facilities

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Policy Name

Purpose and Scope

This policy defines weddings at Alvernia University (AU) facilities.

The policy is to inform the University community about the availability and use of Holy Savior Chapel in Veronica Hall, or any other campus locations for weddings.

| Title or Role | Definition and What They are Responsible For |
|---|--|
| Vice President for Mission, Diversity and Inclusion | Maintains and enforces this policy. Receives exceptions to the policy. |
| Senior Leadership Team | Serves as final approval for policy and assists with reviewing exceptions to the policy. |

Policy

Chapel Weddings and Memorials:

The Diocese of Allentown has approved the celebration of the Sacrament of Marriage in Holy Savior Chapel and Sacred Heart Chapel. Marriages in these two chapels are restricted to students, alumni, trustees, or staff of the University. In each case, permission is needed from the Ordinary of the Diocese (Bishop) for the marriage to take place on campus.

If At Least One Party is Catholic: The Catholic part-y/ies must also receive the permission of their proper Pastors. The couple must contact their home pastors and request a letter stating that they have received the appropriate instruction (Pre-Cana conferences), have complied with the sacramental preparation, and are in good standing with the Church. Alvernia University is under the jurisdiction of St. John Baptist de la Salle Church in Shillington. The priest performing the campus marriage must send all the prescribed records of the marriage to the St. John parish office.

If Both Parties are Non-Catholic: The parties must receive written approval from the Office of the Bishop at the Allentown Diocese. Such petitions must be in writing and the letter must contain what religion they are and why they want to get married in the Chapel. The Secretary for the Bishop at the Allentown Diocese will then notify the Office of Mission and Ministry and the petitioning couple of the decision. The Wedding or Memorial party are subject to event policies management and contractual, thereby may incur a fee for use.

Campus Weddings and Memorials Outside of Chapels:

Marriages at campus locations outside of the chapels are subject to the approval of the Office of Mission and Ministry in consultation with the Bernadine Sisters and the leadership of Alvernia University.

Policy Procedure

The couple preparing for marriage must contact the Office of Mission and Ministry before the proposed wedding date.

