

Ceremonial Guidelines

FOR IN-PERSON EXEMPLIFICATIONS

- The Degree of Charity, Unity, and Fraternity is the only degree to be utilized for new members and those advancing from the First and Second Degrees
- Any member after receiving the degree is a Third Degree Member.
- Date of the degree should be included in Member Management by the Financial Secretaries. Since the roster has the categories for all degrees, the Financial Secretary should write the date in each column under the degree listing.

Resources for Ceremonials can be accessed on the

Supreme Web Site:

- a. Type www.kofc.org
- b. Click on the box marked “ For Members Only”
- c. Click on Ceremonials
- d. “Ceremonial Resources” will be displayed
 1. Exemplifications
 2. Online Exemplifications
 3. Protocol
 4. Installation of Officer
- e. You can also access Officers online and click ceremonials@kofc.org or check the PA State Website

Formation of Degree Teams

- **All councils and districts should strive to form a Degree Team.**
- **Scripts are found on the Supreme Web Site. Councils received information from Supreme when the degree was introduced.**
- **Some of the previous degree teams from Councils may have some of the paraphernalia needed to conduct the degree. Make sure all necessary materials are obtained and on hand at the exemplification site. Check the guide book for the listing of items.**
- **Select a venue which is suitable for the degree. Church Parish Hall, Council Meeting Room etc. Ample parking, Wi-Fi, ventilation, sufficient space etc.**
- **Publicize the Degree, Date, Time and Location early. Utilize the Parish Bulletin, State Council Websites as well as the Parish and Council websites where applicable. Contact neighboring District Deputies and Councils to publicize the degree.**
- **Reminder that the degree team should be in coat and tie.**

Worthy State Chaplain, State Deputy, Supreme Representative, State Officers , Brother Knights all,

As we begin another Fraternal Year as District Deputies, our commitment to our position and responsibilities must be of the highest level. We must be ready to address the needs of our councils and prepare to strengthen their membership and programs as we promote our order.

Our ceremonials are a very important part of the entrance into our order. They date back to our founder, Father McGivney. We have watched the ceremonies changed over many years, but the vision of Father McGivney remains. The virtues taught in our degree of Charity, Unity and Fraternity should be a guide for the life of each member participating in the degree.

Our goal should be to form a degree team in every council if possible or at least a degree team in every district. The degrees should be in person so the new member will have the opportunity to witness the degree with others, share the feelings of what the degree means to them and cherish this precious moment.

The DVD and the on- demand versions of the degree can be utilized, but only where there is no degree team ,and the work schedule or health of the member warrants these versions. Do

not deprive these men of the opportunities you had in participating in person. Let them experience the principles of our order with other new members and present members of the council.

The degree parts do not need to be memorized, so the opportunity exists for many brothers to be team members. We must remember though that the degree should be delivered proficiently and professionally. New members should experience the principles of our order as they were experienced by all of us.

Let us promise our State Deputy and brother knights to form a degree team, and to schedule degrees monthly in our districts. Once you have scheduled a degree, be sure it is listed on the State Web Site. By doing this you keep the State Deputy informed about scheduled degrees and you allow other councils to possibly send candidates to the degree. Please be sure to follow the ceremonials for the Installation of Council Officers. You can plan a District Installation if you wish. The Installation of Officers is also a beautiful Ceremony. Do not let it drop by the wayside.

Lastly, Fraternal Services at Supreme will no longer require Form 450 to be completed and sent. Please try to keep track of your degrees personally, so you can be sure the council is adding the new members to the roster.

If you need any assistance, please do not hesitate to contact me. Vivat Jesus, Stan Glowaski PSD State Ceremonial Chair.

