

Company of Mary

GUIDELINES OF THE CONFRERES-STUDENTS¹



**Doing specialized studies in Rome,
Being part of the Community of the General House in Rome**

Goal and preparation of specialized studies

- 1.** With specialized studies, a Montfortian confrere prepares himself to help the Christian community and the Congregation at large to which he commits himself serving with passion and vision for the future.
- 2.** The Superior of the entity can propose an individual confrere in perpetual vows for specialized studies in Rome. The same initiative could come also from the General Administration that has a responsibility to prepare confreres for a specific task in the field of formation, spirituality, pastoral service, financial management etc., for the good of the Congregation, the entity and the local Church.
- 3.** When an entity chooses one confrere to have specialised studies, the motive, purpose and how this will be useful for the mission of the entity and the Congregation should be presented to the Generalate. It is the result of proper discernment between Superior of an entity and the Superior General.
- 4.** The Superior of the concerned entity will present to the General Administration the “project of studies” of his confrere with name, field of study, purpose, place of study, time and the organization to which he would like to apply for an academic scholarship (*Letter of the Superior General to the Superiors of the entities, “Academic Financial Assistance,” 24 June 2020*).

¹ *Confrère-student* signifies finally professed confrere doing specialized study in Rome staying in the General House. This is to distinguish them from those serving in the General Administration.

5. The Superior of the entity or the entity Bursar, in collaboration with the confrere who is going to study, will undertake the search for the scholarship and inform the General Bursar upon obtaining it. (ibid.).

6. The Superior of the concerned entity will inform the Superior General in case they fail to receive a scholarship from an organization to which they have applied. Furthermore, the Superior General, will convey to the Superior of the entity the decision regarding the continuation of the confrere's study plan. It is possible that the Congregation will finance these studies, for example with the help of the General Support Account (GSA).

7. The Superior of the concerned entity, or the confrere who will conduct the study himself, sends the front page of his passport to the Procurator General in order to obtain an invitation letter for applying for an entry visa to Italy.

Superior General

8. The Superior General, with the consent of his Council, is the competent authority that approves or disapproves the request of the Superior of an entity for the specialized studies of a confrere.

Superior of the General House

9. A confrere-student is directly under the responsibility of the Superior of the *Casa Generalizia*. If not, he will be under the responsibility of the in charge of the students, who is appointed by Superior General and his Council.

- a. He takes care of the Italian courses of the confrere-student, including the length of the Italian-language courses, because the abilities and needs of each confrere-student are different. In this regard, if deemed necessary, he may consult with the General;
- b. He makes sure that the confrere-student can adapt to the timetable of the community that facilitates the fraternal life of the community.
- c. He makes sure that the confrere-student have all the necessary documents to apply for a residence permit at the *Questura* which the appointment is made through the post office.

Pastoral Ministry

- d.** He discusses and helps the confreres to organise the pastoral ministry during the summer holidays, Christmas and Easter;
- e.** He coordinates about the possibility of travelling in summer for the purpose of a language course or research trip. For this reason, he discusses with the Superior General, community Bursar, the Superior of the entity related to the confrere-student and the community or entity that the confrere-student is aiming for to conduct language courses or other research needs. The plan of the study of research should be informed at the beginning of the academic year.

Finances

10. A student's monthly expenses are lodging, boarding and personal expenses, and his annual expenses are *Permesso di Soggiorno*, *Tessera sanitaria*, university fees, study materials, language course and annual travel card. The student will participate in sharing these expenses by contributing from his pastoral ministry and mass intensions. They also cooperate with the daily masses outside as chaplains in the convents whenever is asked. The scholarship students will follow the same.

11. The amount granted from GSA or any Scholarship is to be used exclusively for the purpose of the studies in an economic and efficient way.

12. Our GSA will fund a student only for a period of time approved by the Superiors. The length of time determined by the university.

13. Purchase of books will be done through a proper discernment by each student.

14. The financial liability falls on the Entity of the confrere, regarding:

- The delivery of books purchased here to the country of origin. He should be in communication with his Superior regarding this.
- Travel expenses to and fro from Rome to his entity for his holidays.
- Travelling outside Italy for the study of the language or research.
- Extraordinary expenses like cell phone, computer etc.

If the entity is not afford to find for above resources, the Superior of the entity can communicate to Superior General to find the means.

15. For the payment of tuition fees, each confrere-student should communicate directly with the community Bursar.

Spiritual Life

16. A confrere-student participates in the annual retreat which is arranged in the community or outside the community.

17. He chooses a spiritual director and follows regular spiritual accompaniment. This can be communicated to the Superior of the community.

Community Life

18. A confrere-student makes sure that he follows the daily programs of the life of the community.

19. At certain times, if deemed necessary, the Superior of the community can invite to hold a special meeting or outing for the confreres-students for the sake of smooth communication and close brotherhood.

Travel back to home country during the study period

20. Vacation trip to home country: the confrere will travel/not travel to his entity for the holidays during the period of his studies. It depends on the consultation with the Superior of the community, who will inform the Superior General. However, the decision will be taken by the Superior of the entity of the confrere-student. The same procedure occurs when a confrere-student's family has a bereavement event.

Rome, 1st October 2022