



Pontifical North American College

APPLICATION INSTRUCTIONS FOR DIRECTORS OF VOCATIONS

The Pontifical North American College accepts applications to its priestly formation program only from individuals who are sponsored by a bishop of the United States, Canada or Australia. Before entering the College for the configuration stage, all applicants are first required to complete the equivalent of the discipleship stage (i.e., a college seminary or pre-theology formation program), which enables them to meet the prerequisites of the Pontifical Roman universities.

APPLICATION PORTFOLIO

The North American College respectfully requests that all application materials (forms, letters of recommendation, seminarian application, medical and psychological reports, etc.) be submitted as one email. This will help to ensure that each seminarian's application can be processed as quickly as possible. The (arch)diocesan Director of Vocations is asked to assume responsibility for assembling the materials.

Once completed, the Director of Vocations is asked to email the documents (encrypted or password-protected) as PDFs to the Director of Admissions (admissions@pnac.org).

APPLICATION PORTFOLIO CHECKLIST

Please use the *Application Portfolio Checklist* to ensure that all necessary documents have been accounted for and included. In the email of the application documents and include this completed checklist with the other documentation.

RESPONSIBILITY FOR FULFILLMENT OF APPLICATION PORTFOLIO

Please remind the applicant that he bears the burden of qualification for admission to the seminary. The application portfolio should be completed in a straightforward and honest way, which provides the Rector and Admissions Committee of the North American College the information they need to make an informed decision regarding the suitability of the applicant for admission. Failure to adequately respond to any of the application questions may delay or halt the application process.

FINANCIAL MATTERS

Billing for room and board, university tuition, NAC formation tuition and computer network/Internet fees is sent directly to the seminarian's sponsoring (arch)diocese in the summer preceding the academic year. If the policy of a particular diocese requires a contribution from the seminarian toward his seminary expenses, the diocese should be reimbursed directly by the seminarian. The College cannot be responsible for billing seminarians directly (*see current PNAC Catalog available online for more information*).

APPLICATION DEADLINE

Applications for admission to the Pontifical North American College are due by Friday, March 27, 2026. This deadline ensures the proper amount of time for both processing the application and obtaining the necessary documentation for a seminarian's student visa.

ITALIAN SCHOOLS AND EARLY ORIENTATION

The Pontifical North American College strongly recommends that seminarians participate in four weeks of intensive Italian language summer studies. More specific information regarding these studies is available on the seminary website. Registration for schools in Italy will be made through the College and not by the individual seminarians. Seminarians will still be accepted for the academic year even without participating in the summer language studies.

FURTHER ASSISTANCE

Thank you for your interest in the Pontifical North American College. All information regarding application to the College is contained on the admissions website. Please feel free to contact the seminary if you have any questions regarding the application process.

Please contact the Director of Admissions when you begin the application process for a seminarian. This notification will assist in the preliminary preparations for next year and better assist you through the process itself. Please communicate the following information:

- Seminarian's Name
- Seminarian's Email Address
- (Arch)Diocese
- Current Seminary
- Whether or not the seminarian will participate in the summer Italian Language studies
- (Arch)Diocesan contact person