

§100 IMPRIMATURS

§101 SCOPE

101.1. Policy The following books must receive an imprimatur before being published:

- (1) books of the sacred scriptures (c. 825);
- (2) liturgical books and books of private prayer (c. 826);
- (3) catechisms and catechetical writings (c. 827, §1);
- (4) textbooks on scripture, theology, canon law, church history and religious or moral discipline, which are used as the basis for instruction in elementary or high schools and colleges (c. 827, §2);
- (5) books treating religion or morals which are displayed, sold or distributed in churches or chapels (c. 827, §4).

101.2. Policy Books (not textbooks) concerning scripture, theology, canon law, church history, religious or moral discipline, and any writing in which there is anything of special concern to religion or good morals, may be submitted to receive an imprimatur before being published.

§102 PROCESS

102.1. Policy In addition to the Archbishop, the Vicar General has the authority to grant imprimaturs as provided in Canon Law. (cc. 134, 479 and 824)

Procedures

Normally, in the Archdiocese of Chicago, the granting of imprimaturs is handled by the Vicar General.

102.2. Policy The Office of the Chancellor shall direct the imprimatur process and make recommendations to the Vicar General to grant or deny requests for imprimaturs, based on the censor's analysis of the work to be published.

102.3. Policy Requests for imprimaturs shall be sent to the Office of the Chancellor.

Procedures

Authors and/or publishers should contact the Office of the Chancellor and submit one copy of their manuscript.

102.4. *Policy* The Office of the Chancellor shall organize a committee of qualified censors.

Procedures

Censors are to have professional competence in the area of concentration relating to a manuscript (usually a professional degree).

102.5. *Policy* Each manuscript submitted to the Office of the Chancellor for an imprimatur shall be assigned a censor.

Procedures

- a) The Office of the Chancellor will assign a censor to each manuscript based upon the area of concentration (i.e. scripture, moral theology, etc.)
- b) The Office of the Chancellor will send one copy of the manuscript to the censor for review.
- c) The Office of the Chancellor will provide each censor with guidelines by which to review the manuscript.

102.6. *Policy* Once a censor has approved a manuscript as being consistent with the teachings of the Church concerning faith and morals as proposed by the ecclesiastical magisterium (c. 830), the Office of the Chancellor shall forward to the Vicar General the recommendation regarding the granting of the imprimatur.

Procedures

- a) The person requesting the imprimatur will be notified in writing of the Vicar General's decision.
- b) If the imprimatur is granted, the Office of the Chancellor will request two copies of the final manuscript containing the formal notice of the *Nihil Obstat* and Imprimatur.