

Outline of Process towards Ordination as Teaching Elder
Committee for Preparation for Ministry
Presbytery of the Palisades

Applicant to become Inquirer

Steps to becoming an Inquirer in the Presbytery of the Palisades

- ❖ **Connect with your pastor:** discuss with your pastor your interest and plans. You must have been a member of your local church for at least six months.

- ❖ **Meet with your church's session:**

 - Request to be presented to your church's session. Session should appoint a liaison, who together with your pastor, should attend each CPM meeting with the applicant.

 - The Session will need a copy of the background information for **Form 1D**. If they approve you as an Inquirer, they will sign Form 1D (Session evaluation and recommendation). You and session will sign **Form 2B**, Covenant Agreement and Inquirer release. These forms are mailed or emailed to the Presbytery office.

 - One page autobiographical sketch:** include in your background about important cultural and spiritual influences, including family, church, work history, and sense of call.

 - Download and Complete Forms 1A-D, Application forms to become an Inquirer** <http://oga.pcusa.org/section/mid-council-ministries/prep4min/application-forms/>

 - Send Forms 1A-C via email to Chair of CPM and copy Stated Clerk**

 - Order transcripts from college and seminary**, to be sent to the Presbytery office, Attention: CPM

 - Arrange for a psychological assessment** with approved Career Counseling Center. The Presbytery will pay 1/3. Usually the church also pays 1/3, and you will pay 1/3.

 - Click here to [download Form 2A](#) and [Form 2B](#) to enroll as an Inquirer.

 - Initial consultation with CPM committee to initiate Inquirer status

Annual Consultation (once a year from date of Inquiry)

- Complete annual consultation form 3**
<http://oga.pcusa.org/section/mid-council-ministries/prep4min/forms-annual-consultations/>
- Meet with Committee**

Inquirer Seeking to become Candidate (minimum one year)

- One page autobiographical sketch**
- Provisional Statement of Call:** Forms of Christian service undertaken and motive for seeking ministry
- Order transcripts** for any coursework *since becoming an Inquirer*
- Download and complete Forms 5A-B, Application to become Candidate**
- Send all evaluations** completed thus far from field education, internships and CPE to the Presbytery office, electronically if possible.
- Meet with your Session.** Mail the signed **forms 5B and 5D** to Presbytery office.
- Meet with CPM committee to initiate Candidate status**
- Go before Presbytery.**

Steps to request Final Assessment

- ❖ **Phase 1: Written Requirements** (see Book of Order G-2.0607)
- Pass all Ordination Exams** (Bible Content, Theology, Worship and Sacraments, Polity, and Exegesis)
- Transcripts and evaluations showing successful completion of educational requirements:**
 - o Greek
 - o Hebrew
 - o New Testament Exegesis using Greek
 - o Old Testament Exegesis using Hebrew
 - o Presbyterian Polity, Worship, and Reformed Theology
 - o Field Education and/or internship evaluations in PC(USA church (other than home church)
 - o Certification of Completion of one unit of Clinical Pastoral Education

- **Submit the following**
 - **Updated Faith Statement** (one page)
 - **Updated Autobiography (one page)**
 - **Exegetical Paper and Sermon to preached for Committee** (paper can be narrative or bulleted outline, no more than 2 pgs)
 - **Personal Information Form (for consultation)**

❖ **Phase 2: Consultation**

- **Consultation with CPM committee** (after a minimum of 9 months as Candidate. Ordination may not be earlier than one calendar year after the approved Candidacy Date). Committee determines whether to grant that the candidate is certified ready to be examined for ordination pending receipt of a valid first call.

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