

Candidate's Letter of Request For Examination for Ordination

Dear Committee on Ministry,

I have read Section 3 of the United Church of Christ Manual on Ministry and the Ordination Information Sheet. I am aware of the expectations of the ordination process for authorized ministry in the UCC. Having prayerfully reviewed them with my local church, I consent to being lifted up by my home congregation for consideration by the Committee on Ministry for examination for ordination.

I have attached, or have arranged to be sent separately, the following documentation in support of my application:

1. Letter of Support from the local church with certification of local church membership and description of the local church discernment process
2. Letter of reference from my seminary or field education supervisor
3. Letter of reference from an ordained UCC minister (typically your local church pastor)
4. Third letter of reference
5. Letter of reference from Discernment Advisor
6. Official transcripts from seminary and any other graduate programs completed since you became a Member in Discernment. (must show the granting of a Master of Divinity or it's equivalent from an approved theological seminary within no more than 6 months prior to ordination or written documentation that all requirements have been completed and a degree will be granted prior to ordination.)
7. Evaluations from field work performed in preparation for graduation and/or ordination
8. Ordination Paper in 3 parts:
 - a. Your Theology (setting out your theological perspective and grasp of historic Christian faith. This is not an academic term paper.)
 - b. History and Polity of the UCC (demonstrate understanding of history, theological roots, polity, and practice of the UCC)
 - c. Integrating Statement (relate faith and practice of the church to your pilgrimage and your call to ordained ministry in the UCC.)
9. A copy of a sermon written by you.
10. Proof of completion of course on History and Polity of the UCC
11. Proof of completion of approved Boundary training within the past 5 years.
12. UCC Background Check (see Background Check Information Sheet).
13. Psychological Evaluation (from approved provider, see Psychological Evaluation Information Sheet)
14. Other documentation that is recommended but not required:
 - a. Video file or DVD of your sermon.
 - b. Final evaluation from Clinical Pastoral Education.
 - c. Any other documentation that may be helpful to show competencies around the Marks of Faithful and Effective Authorized Ministers.

I understand that the Committee on Ministry reserves the right to request additional documentation if deemed appropriate.

Name _____

Signature _____ Date: _____

Address _____

Phone _____ Email _____

Local Church _____