

**Candidate's Letter of Request For Licensed Minister Status  
Initial Application**

Dear Committee on Ministry,

I have read Section 7 of the United Church of Christ Manual on Ministry and the Licensed Minister Information Sheet. I am aware of the expectations of licensed ministers in the UCC. Having prayerfully reviewed them with my sponsoring church, I consent to being lifted up by this congregation for consideration by the Committee on Ministry for Licensed Minister Status, and request that I be put on the agenda for the next North Texas Association Committee on Ministry meeting.

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

1. Letter of Request from the sponsoring church with (description of ministry position and need for licensed minister, process/criteria used to select this candidate)
2. Verification of membership in a UCC church
3. Letter of reference from candidate's home church pastor (or other UCC pastor if home and sponsoring churches are the same)
4. Second letter of reference
5. Third letter of reference
6. Verification of educational background (showing proof of graduation from at least high school, and official transcripts from any undergraduate and graduate studies, showing proof of graduation where appropriate).
7. A Pilgrimage Paper ("Describe the Christian pilgrimage that brings you to this time and place; include some biographical information for the committee to begin to learn who you are. How do you understand your calling to, with and on behalf of the UCC?")
8. UCC Background Check (see Background Check Information Sheet)
9. Proof of taking UCC History and Polity
10. Proof of taking UCC approved Boundary Training
11. Psychological Evaluation (see Psychological Evaluation Information Sheet)

\_\_\_\_\_ I have not been a candidate in any other ministry processes with another association or denomination.

\_\_\_\_\_ I have been a candidate in another ministry or ordination process with \_\_\_\_\_ (association or denomination) and have released my complete file to the North Texas Association Committee on Ministry.

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

Name \_\_\_\_\_ DOB: \_\_\_\_\_

Signature \_\_\_\_\_ Date: \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_ Email \_\_\_\_\_

**Candidate's Letter of Request For Licensed Minister Status  
Renewal Application**

Dear Committee on Ministry,

I have read Section 7 of the United Church of Christ Manual on Ministry and the Licensed Minister Information Sheet. I am aware of the expectations of licensed ministers in the UCC. Having prayerfully reviewed them with my sponsoring church, I consent to being lifted up by this congregation for consideration by the Committee on Ministry for renewal of my Licensed Minister Status, and request that I be put on the agenda for the next North Texas Association Committee on Ministry meeting.

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

1. Letter of Request from the sponsoring church (with brief evaluation of the progress of this ministry in the last year)
2. License Renewal Statement from the minister (with a brief self-evaluation of this ministry in the last year)
3. Proof of completion of any required learning objectives for the past year
4. Letter from Advisor (if one has been appointed)

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

Name \_\_\_\_\_ DOB: \_\_\_\_\_

Signature \_\_\_\_\_ Date: \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_ Email \_\_\_\_\_

Home Church \_\_\_\_\_