

Description of Forms Used in the Preparation for Ministry Process

- Form 1: Application for Enrollment as an Inquirer: Background Information for Session And CPM (pages 1-13)**
The potential Inquirer's first written communication to the Session and the Presbytery's Committee on Preparation for Ministry, along with Session's evaluation and recommendation. This form provides basic information regarding the applicant's background, identity, and interests. Included in the form are questions for reflection by both applicant and Session.
- Form 2A: Application to be Enrolled by Presbytery as Inquirer (pages 14-17)**
To be completed by the applicant seeking to be enrolled. The CPM action regarding the application as well as that of the Presbytery are recorded on this form. Upon completion, Stated Clerk of presbytery sends the form to the Office of Resourcing Committees on Preparation for Ministry, 100 Witherspoon Street - Mezzanine, Louisville, Kentucky 40202-1396.
- Form 2B: Covenant Agreement Between Inquirer, Session, and CPM; and Inquirer Release (pages 18-19)**
A signed acknowledgement of the new covenant relationship entered into by the Inquirer, the Session and the Committee on Preparation for Ministry. The Inquirer Release sets in motion an understanding that permits the CPM to secure information necessary to make responsible decisions and recommendations.
- Form 3: Pre-Interview Annual Consultation Report (pages 20-23)**
This report, completed by the Inquirer/Candidate before each Annual Consultation, evaluation progress in accomplishing previously agreed-upon goals and objectives. This form requests a listing of completed courses, and includes specific questions to be addressed in each of the five growth areas.
- Form 4: Report of Annual Consultation (pages 24-25)**
A summary report of the Annual Consultation, completed by the CPM and the Inquirer/Candidate, that indicates developmental progress in the five key areas along with growth objectives agreed to for the next year. Designed for use by enrollees before, during and after theological education. Completed report is sent to enrollee, theological institution, and sponsoring Session.
- Form 5A: Application to be Received by Presbytery as a Candidate (pages 26-32)**
Upon completion, this form is sent by Stated Clerk of Presbytery to the Office of Resourcing Committees on Preparation for Ministry, 100 Witherspoon Street - Mezzanine, Louisville, Kentucky 40202-1396.
- Form 5B: Covenant Agreement Between Candidate, Session and CPM; and Candidate Release (pages 33-34)**
A signed acknowledgement of the new covenant relationship entered into by the Candidate, the Session and the Presbytery Committee on Preparation for Ministry.
- Form 6: Summary Report of Final Assessment of Candidate's Readiness to be Examined for Ordination (pages 35-36)**
This form, completed by the CPM, acknowledges that the CPM of the Candidate's presbytery has conducted a final assessment of the candidate's preparation and readiness to begin ministry; and that he/she has successfully completed all of the denomination's and the Committee's requirements and is ready to be examined for ordination. Also included on the form is a description of the information to be sent to a calling Presbytery, when requested.
- Form 7A: Certificate of Approval of Transfer (page 37)**
Form used in the transfer of an enrollee from one presbytery to another; completed and signed by Stated Clerk of transferring presbytery and Stated Clerk of receiving presbytery, who copies and mails to Office of Resourcing Committees on Preparation for Ministry, 100 Witherspoon Street, Mezzanine, Louisville, Kentucky 40202-1396.
- Form 7B: Report of Ordination of Candidate or Withdrawal or Removal of Inquirer or Candidate (page 38)**
Form used to report to the Office of Resourcing Committees on Preparation for Ministry particular action of the Presbytery Committee relative to the withdrawal, removal, or ordination of enrolled persons.