INITIAL DISCERNMENT IN COMMUNITY OF FAITH

_____1. Individual meets with Rector/Vicar

_____2. Initial discernment in the COF (Rector contacts the COM for a liaison to assist) (COF discernment committee submits evaluation with attached statement by the Rector) (See Appendix 1)

_____3. Nomination made by the Nominee’s COF (includes a pledge to contribute financially to that preparation and involve itself in the Nominee’s preparation for ordination)[III.6.2(a)]

_____4. Nominee accepts the nomination in writing (Form A), and sends a Personal History Form (Form B), Spiritual Autobiography (Form C) and official school transcripts to the Bishop’s Office) [III.6.2(b)]

PRIOR TO POSTULANCY

_____5. Nominee meets with the Bishop and his/her Rector

_____6. If the Bishop decides that the process should continue, the Office of the Bishop schedules psychological and medical examinations (Forms D & E) and a background check [III.6.5(j)(k)]

_____7. Nominee attends a DD prior to nomination to Postulancy

_____8. If acceptable results are found following the psychological, medical and background check, the Nominee has an initial meeting with the COM; the COM makes a recommendation to the Bishop re: Discernment Internship. Prior to beginning the Discernment Internship, the nominee must complete all of the Safeguarding units.

_____9. Nominee completes a six-month Discernment Internship (See Appendix 2); the Internship Committee and the Mentor each send a report to the COM

_____10. Nominee meets with the COM for a Postulancy interview (the Mentor attends this meeting); the COM makes a recommendation to the Bishop concerning Postulancy [III.6.3(b)] (Form F)
11. Bishop acts on the COM recommendation and writes a letter to the Nominee with his/her decision

12. If the Nominee is admitted to Postulancy, the Bishop signs the Certificate of Admission to Postulancy (Form G) and informs the Rector of the Postulant’s COF, the COM, the SC and the SOM of the date of admission [III.6.3(d)]

AFTER ADMISSION TO POSTULANCY

13. SOM attended (this may begin before Postulancy)

14. Unit of Pastoral Theological Education is completed

15. Training required by the Episcopal Church [III.6.5(g)] is completed before ordination

16. After completing SOM the Postulant is examined by the Board of Examining Chaplains and results are sent to the Bishop

17. Postulant sends Ember Day letters to the Bishop [III.6.3(e)]

18. Postulant applies to the Bishop for Candidacy [III.6.4(a)] (Form H)

19. Sponsoring Rector and Vestry complete Certificate for Candidacy [III.6.4(a)(2)] (Form I)

20. COM makes recommendation to the Bishop [III.6.4(b)] (Form J)

21. SC interviews Postulant and reviews the documentation relating to his/her application [III.6.4(b)] (Form K)

22. Bishop acts on SC and COM recommendations and writes a letter to the Postulant, with copies to the COF, and SOM Director with his/her decision regarding Candidacy. If yes, the Postulant is admitted to Candidacy [III.6.4(b)]

AFTER ADMISSION TO CANDIDACY

23. A minimum of 18 months must elapse from the time of written acceptance of nomination by the Nominee and ordination [III.6.6(a)]

24. Candidate must be at least 24 years of age at the time of ordination [III.6.6(a)]

25. If more than 36 months have elapsed since the time of the medical, psychological and background checks, they must be repeated prior to ordination [III.6.5(j)]

26. Candidate submits an application requesting ordination to the Diaconate [III.6.6(b)(1)] (Form L)

27. Letter of support from Candidate’s COF (signed and dated by at least 2/3 of the Vestry and the Rector is submitted to the Bishop [III.6.6(b)(2)] (Form M)
28. Bishop sends to the SC written evidence of the Candidate's admission to Postulancy and Candidacy [III.6.6(b)(3)] (Form N)

29. Director of the SOM submits a letter documenting the Candidate's scholastic record in the subjects required by the Canons [III.6.6(b)(4)]

30. COM provides a certificate giving a recommendation regarding ordination to the Diaconate [III.6.6(b)(5)] (Form O)

31. On receipt of items 26-30 the SC, if a majority of the members consent, shall certify that the canonical requirements for ordination to the Diaconate have been met [III.6.6(c)] (Form P)

ORDINATION TO THE DIACONATE

32. Candidate shall subscribe publicly and make, in the presence of the Bishop, the declaration required in Article VIII of the Constitution [III.6.6(d)]

33. Bishop, after consultation with the Deacon and the Rector of the Congregation, may assign the Deacon to one or more congregations, other COF or non-parochial ministries. Deacons assigned to a congregation or other COF act under the authority of the Member of the Clergy exercising oversight in all matters concerning the Congregation [III.7.4]