Committee on Ministry Check List			
Pre-Meeting With Committee	**In-Care**	**Complete**	**Extra Details/Due Dates**
Apply	**Schedule Appointment**		
Draft of Search and Call			
Background Check			
Psychological/Vocational Assessment			
Letter of Endorsement from sponsoring Congregation			
Signed Ethics Disclosure Card			
First Meeting			
Spiritual Autobiography Paper			
Regional Minister Endorsement			
Second Meeting			
Concept of Ministry Paper			
History and Polity Certificate and Reflection Paper			
Reminder to do CPE			
Third Meeting			
Ecclesiology Paper			
CPE Certificate and Supervisor Letter			
Forth Meeting			
Ordination Interview			
Offical Transcript from Seminary			
Required Letters			
Recommendation from Seminary			
From sponsoring congregations ordination committee			
From presiding minister from sponsoring congregation			
End of In-Care Steps			
	Proceed to Commission Steps		
Notes			

Committee on Ministry Check List			
Pre-Meeting With Committee	**Commission**	**Complete**	**Extra Details/Due Dates**
Apply	**Schedule Appointment**		
Draft of Search and Call			
Background Check			
Psychological/Vocational Assessment			
Letter of Endorsement from sponsoring Congregation			
Signed Ethics Disclosure Card			
First Meeting			
Spiritual Autobiography Paper			
Regional Minister Endorsement			
Job Description			
Board action and Letter of call			
Second Meeting			
Concept of Ministry Paper			
History and Polity Certificate and Reflection Paper			
Evaluation by self, mentor, and congregational leader			
Third Meeting			
May be granted Extended Commission			
Ecclesiology Paper			
Forth Meeting			
Standing Forms Must be Received Each Year			
Extended Commission: Meeting once every 5 years			
Standard Commission: Meets Yearly			
End of Commission Steps			
Notes			