



**The United Church of Canada
L'Église Unie du Canada**

Ministry Vocations, Human Resources Unit
3250 Bloor St. West, Suite 300, Toronto, ON M8X 2Y4

Actions by Session and Presbytery/District Regarding Inquirers for Order of Ministry

To be used by a Session to make a recommendation to the presbytery/district for action on the report of a Discernment Committee (DIS 202(a)).

Individual's Contact Information

First name	Middle	Last name
Address		City
Province	Postal code	Home phone
E-mail	Other phone	

Action of Session

The session (or its equivalent) of _____ Congregation in

_____ Presbytery/District having

reviewed the report of the Discernment Committee (DIS 202(a)) does hereby

support not support its recommendations.

And having reviewed the application to be received as a candidate for the Order of Ministry (CAN 202(b)) does hereby make the following decision:

- We recommend to the Presbytery/District Education and Students Committee that the above inquirer be assessed for suitability as a
- Candidate for Ordained Ministry Candidate for Diaconal Ministry
- and include further comments in an attached letter as necessary.
- We recommend to the Presbytery/District Education and Students Committee that the above Inquirer continue in active lay ministry within the congregation and include further comments in an attached letter as necessary.

Clerk of Session (or equivalent) Year Month Day

Distribution

Session makes one copy of completed DIS 202(a) and CAN 202(b) and attachments and completed CAN 203 and distributes as follows:

- Originals to the Presbytery/District Education and Students Committee
- Copy to the session files

Action of Presbytery/District Education and Students Committee

The E&S Committee of _____ Presbytery/District
 requests the Interview Board of _____ Conference to interview
 _____ as a prospective

- Candidate for Diaconal Ministry Candidate for Ordained Ministry

and to assess

- suitability for the Shorter Course
- suitability for candidacy
- readiness for congregational leadership
- capacity for self-directed learning (ministry-based education program)

 Presbytery/District Education and Students Chair Year Month Day

Distribution

Presbytery/District E&S Committee makes one copy of completed DIS 202(a)/CAN 202(b) and attachments and completed CAN 203 and attachments and distributes as follows:

- Originals to the Conference Interview Board
- Copy to the Presbytery/District E&S Committee files

Action of Conference Interview Board

This is to certify that on _____ at _____
 the Interview Board met with _____ on behalf of
 _____ Presbytery/District.

*Note: The Conference Interview Board should attach a detailed **confidential** report to the Presbytery/District E&S Committee outlining the Board's findings and reasons for their recommendations.*

 Chair of Conference Interview Board Year Month Day

Distribution

Conference Interview Board makes one copy of completed DIS 202(a), CAN /202(b) and attachments and completed CAN 203 and attachments and distributes as follows:

- Originals **returned** to the Presbytery/District
- Copy to Conference Interview Board files

Police Records Check

A current vulnerable sector (level 2) police records check has been seen by members of the Presbytery/District E&S Committee.

Date of the query: _____

Member of Presbytery/District Education and Students Committee	Year	Month	Day
Member of Presbytery/District Education and Students Committee	Year	Month	Day

Action of Presbytery/District

The _____ Presbytery/District, on the advice of its Education and Students Committee, which has:

- reviewed the application CAN 202(b) of the individual named above
- reviewed the report of the Discernment Committee (DIS 202(a)) and the Session, or its equivalent
- reviewed the report of the Conference Interview Board
- met with and interviewed the Inquirer/applicant
- ensured a current police records check has been seen

did by formal resolution on Year _____ Month _____ Day _____

- Receive her/him as a**
- Decline to receive her/him as a**
- Candidate for Diaconal Ministry
- Candidate for Ordained Ministry

and also:

- agrees that the applicant has demonstrated capacity to undertake the _____ program of studies
- recommends the applicant as **ready for a Supervised Ministry Education appointment**
- recommends the applicant as ready for a student supply appointment without educational supervision

Secretary of Presbytery/District	Year	Month	Day
----------------------------------	------	-------	-----

Distribution

Presbytery/district secretary makes four copies of completed DIS 202(a) and CAN 202(b) and attachments, and completed CAN 203 and attachments, and distributes as follows:

- Originals** to the Human Resources Unit
- One copy to the **individual**
- One copy to the **session**
- One copy to the **Presbytery/District Education and Students Committee**
- If approving a candidate as "eligible for appointment," presbytery/district also completes CAN 203(b) and forwards it as indicated on the form.*