



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

Ministry Vocations, Ministry and Employment Unit
3250 Bloor St. West, Suite 200, Toronto, ON M8X 2Y4

Approval of Appointment for Candidates for Order of Ministry

This form must accompany and becomes part of form PR 450 (Covenant for Call, Settlement, or Appointment) if a candidate is to serve in a student supply or candidate supply appointment.

Part 1: Approval of Readiness for Appointment by Home Presbytery

Name of candidate: _____

Home presbytery: _____

- Candidate for Ordained Ministry Candidate for Diaconal Ministry

This is to confirm that the _____ Presbytery

E&S Committee on _____ (date), approved the above individual as ready for appointment as a candidate and agrees with the recommendation to appoint her/him to

_____ (pastoral charge) effective

_____ (starting date of appointment).

_____ Date

_____ Chair/E&S Committee

Instructions	
For candidates NOT fulfilling Supervised Ministry Education requirements	For candidates who are using an appointment to fulfill Supervised Ministry Education requirements
<p>The candidate's home Presbytery E&S Committee</p> <ul style="list-style-type: none"> <input type="checkbox"/> completes Part 1 <input type="checkbox"/> sends one copy to candidate <input type="checkbox"/> keeps one copy for records <input type="checkbox"/> forwards original to appointing Presbytery Pastoral Relations Committee <p>The appointing Presbytery Pastoral Relations Committee</p> <ul style="list-style-type: none"> <input type="checkbox"/> receives and reviews Part 1 <input type="checkbox"/> keeps a copy for records <input type="checkbox"/> attaches this form to PR 450 and forwards them to the presbytery for action <input type="checkbox"/> forwards originals of this form and PR 450 to the Ministry and Employment Unit for the candidate's permanent file 	<p>The candidate's home Presbytery E&S Committee</p> <ul style="list-style-type: none"> <input type="checkbox"/> completes Part 1 <input type="checkbox"/> sends one copy to candidate <input type="checkbox"/> keeps one copy for records <input type="checkbox"/> forwards original to appointing Conference Internship and Educational Supervision Committee

Part 2: Approval of Site/Supervisor by Conference Internship and Educational Supervision Committee

*This section must be completed for all individuals who are fulfilling supervised ministry education requirements.
(When the appointment is not a supervised ministry education requirement, this section is not required.)*

Name of pastoral charge: _____

Presbytery: _____

Name of educational supervisor: _____

The Internship and Educational Supervision Committee of _____
Conference:

- has reviewed the application of the pastoral charge to be a learning site and found it an appropriate site for this candidate
- has reviewed the application of the above-named individual to be an educational supervisor and found them to be appropriately trained and suited for such work

and having reviewed the educational opportunities of the site and the skills and gifts of the educational supervisor, **concurs** with the recommendation for appointment of

_____ to the

_____ Pastoral Charge,
with _____ as educational supervisor,
beginning _____ (date).

Date of action

Chair of CIES Committee

Instructions

For candidates who are using an appointment to fulfill Supervised Education requirements

The appointing Conference Internship and Education Supervision Committee (CIES)

- completes Part 2
- keeps one copy for records
- forwards copy with SME207 and SME208 forms to the Ministry and Employment Unit
- forwards **original** to appointing Presbytery Pastoral Relations Committee

The appointing Presbytery/District Pastoral Relations Committee

- receives and reviews Part 2
- keeps a copy for records
- attaches this form to PR 450 and forwards them to the presbytery for action
- forwards **originals** of this form and PR 450 to the Ministry and Employment Unit