

Reformed Church in America
THE PREPARATION FOR MINISTRY PROCESS
Flowchart

<u>Action</u>	<u>Individual(s) Responsible</u>
Applicant is active member of sponsoring congregation and responds to a sense of call (for at least one year)	Initiated by applicant or congregation (Form I)
Applicant meets with consistory – the consistory discerns the candidate’s call and qualifications and decides whether or not to recommend to classis	Initiated by applicant / assisted by pastor / elder (Form II)
Consistory makes recommendation to appropriate classis committee	Initiated by clerk of consistory (Form III) and (Form IV)
Classis committee interviews applicant and makes recommendation to classis	Initiated by classis committee chairperson
Applicant accepted as a candidate under care and supervision of classis	Committee chair person presents recommendation to classis executive
Classis makes application for Certificate of Fitness for Ministry with RCA seminary or RCSC (Form V)	Candidate completes Form V and the classis Stated Clerk signs the form and sends it to the RCA seminary or MFCA
The RCA seminary or RCSC sees the candidate through its certification process; a minimum of 24 months	The classis continues the care process and evaluates candidate progress in keeping with the <i>Book of Church Order (BCO 1.II.8.6)</i>
During the final year, candidating for a “promise of a call,” given the provisional license has been granted	Upon successful progress, provisional license granted by classis for final year.
Upon successful completion, the Certificate of Fitness for Ministry is awarded by RCA seminary or MFCA	The RCA seminary or MFCA sends the certificate to candidate and letter of verification to classis clerk
Licensure	Classis examines the candidate for licensure and ordination (4 exams)
Call extended and accepted	Ordination by sponsoring classis or new classis from which the call originates