

# COMMITTEE ON PREPARATION FOR MINISTRY HUDSON RIVER PRESBYTERY

## REQUIREMENTS FOR ORDINATION

PC(USA) Requirements and information (summary):

- ▶ **Duration of Care** – At least two years under care of CPM (from Presbytery enrollment), including at least one year as a Candidate.
- ▶ **Master of Divinity** – Must receive from a theological institution accredited by the Association of Theological Schools.
- ▶ **Greek and Hebrew** – For each, a basic course in the language followed by an exegesis course. These can be taken during the regular school year or in a January or summer intensive.
- ▶ **Preparation for Ministry Homepage:** <http://oga.pcusa.org/section/mid-council-ministries/prep4min/> has various links and descriptions for the process.
- ▶ **Advisory Handbook on Preparation for Ministry:** For a detailed breakdown of the entire process and the responsibilities of all participating parties, visit the following link: <http://oga.pcusa.org/section/mid-council-ministries/prep4min/advisory-handbook-preparing-ministry/>
- ▶ **Bible Content Exam** – This exam is usually taken during the first year of seminary. It is given online at 10 a.m. local time twice per year: the Friday before Labor Day, and the first Friday in February. The BCE is not a prerequisite for the other exams. However, Inquirers are encouraged to take the BCE early to help identify areas of scripture which need further study during seminary. Application deadlines are July 31 and December 31. Cost for this exam is \$65 (Subject to change).
- ▶ **Four Ordination Exams** – Biblical Exegesis, Theology, Worship and Sacraments, and Church Polity. Exams will be offered 3 times a year at the end of January, April, and September, usually on the last full weekend of those months. Each one may be taken at most twice in any twelve month period. The entire process, including CPM moderator approval, is online. Cost for each exam is \$65 (Subject to change).
  - **For more information and scheduling:** <https://oga.pcusa.org/section/mid-council-ministries/prep4min/senior-ordination-exams/>
  - **To register for upcoming exams:** <https://exams/pcusa.org>
  - **For more preparation assistance:**
    - *Online Training:* <http://oga.pcusa.org/section/mid-council-ministries/prep4min/online-trainings/>
    - *Bible Content Prep:* <http://www.whitneyhq.com/biblecontent/>
    - *Official Exam Handbook 2019:* [https://www.pcusa.org/site\\_media/media/uploads/prep4min/pdfs/exam\\_handbook\\_2019\\_rel\\_3-0.pdf](https://www.pcusa.org/site_media/media/uploads/prep4min/pdfs/exam_handbook_2019_rel_3-0.pdf)
    - The fourth edition of Joan S. Gray and Joyce C. Tucker's *Presbyterian Polity for Church Leaders* (Louisville: Geneva Press, 2012) includes revisions for the 2011/2013 Form of Government.

### CPM Requirements:

- ▶ Career Counseling during the Inquirer phase.
- ▶ One unit of Clinical Pastoral Education (at any time).
- ▶ A yearly transcript to be sent in May. Awarding of the M.Div. must be on an official one.
- ▶ Annual reports, sent ahead of visits to the committee.
- ▶ Field Education in a congregation other than that of the home church.

All five of these requirements result in reports. Please make sure they are sent promptly to Hudson River Presbytery, 655 Scarborough Rd., Scarborough NY 10510, att. Jean Kaiser, or [jean@hudrivpres.org](mailto:jean@hudrivpres.org) . Online reports are preferable to paper ones.

Preparation courses for Polity and Worship & Sacraments are not required, but it's rare for anyone to pass the exams without first taking them.

A Candidate may begin to seek a call and to circulate a PIF on the Church Leadership Connection registry maintained by Louisville, once the Candidate has:

- ▶ Completed two full years of theological education (or the equivalent thereof)
- ▶ Had an annual consultation within the last year,
- ▶ Satisfactorily completed all the standard ordination exams or received certification of readiness under G-2.0610,
- ▶ Received the approval of the Committee on Preparation for Ministry.

Near the end of Candidacy, provided all examinations have been passed and all other requirements fulfilled (M.Div. Degree completed, or in the last semester), the final requirements are to:

- ▶ Provide the Committee with a Statement of Faith
- ▶ Preach for the Committee
- ▶ Present a complete exegetical interpretation of the passage (minimum four pages) showing the journey from Scripture to the sermon. (Feel free to use an exegesis paper from seminary.)

With the successful meeting of all the requirements, a Candidate will be certified ready for examination for ordination, pending a call!

### **Statement of Faith format, both preliminary and final:**

Rather than a theological treatise, write this for someone who is interested, but who has not had seminary training! The Committee will not dictate the beliefs included in the (one page!) Statement of Faith. However, it should include something about each of the following: *God, Jesus, Holy Spirit, Scriptures, Sin, Sacraments, and Church* (mission within the congregation, and mission beyond the congregation).

Extra tidbit: the Affordable Care Act may have made this irrelevant, but at present, seminary health insurance ends shortly after graduation. Using PC(USA) insurance during the senior year allows for COBRA continuation, in case a call is not received by graduation.

COMMITTEE ON PREPARATION FOR MINISTRY  
HUDSON RIVER PRESBYTERY  
REQUIRED FORMS

<https://oga.pcusa.org/section/mid-council-ministries/prep4min/forms-used-preparation-ministry-process/>

**Initial Enrollment as an Inquirer:** Meet with Council and CPM – Forms 1A, 1B, 1C, 1D (p.1), 2B. A background check will be completed by the Presbytery (a criminal record does not automatically mean disqualification from the process). Enrollment reported at a Presbytery meeting.

**Annual Visits:** Form 3. However, replace the final question with: C. If this consultation covers the period of the second year of theological education, write a preliminary statement of faith, which incorporates an understanding of the Reformed tradition. Also provide an analysis of at least one concept from the personal faith statement regarding what it suggests about God, Humanity, and their interrelationships.

(After at least one year)

**Move to Candidacy:** Career Counseling, meet with Council and CPM – Forms 5A, 5B, 5D. Additional Questions for Form 5A:

**By the end of the inquiry phase, each inquirer shall demonstrate adequate promise for ministry by presenting:**

- 1) a statement of his or her understanding of Christian vocation in the reformed tradition and how it relates to their sense of call;
- 2) a statement of what it means to be Presbyterian, indicating how that awareness grows out of participation in the life of a particular church;
- 3) a statement of self-understanding which reflects the inquirer's personal and cultural background and includes a concern for maintaining spiritual, physical, and mental health;
- 4) a statement of their understanding of the task ministers of the word and sacrament perform, including an awareness of their specific gifts for ministry of the word and sacrament and of the areas in which growth is needed.

The meeting with CPM may coincide with an annual visit.

Appear at a Presbytery meeting to discuss sense of call, and for a short candidacy service. This includes a 2-3 minute "charge," to be given by the pastor of the home congregation.

(After at least one more year)

**Meet with CPM for Final Assessment:** Form 3, Statement of Faith, preach a short sermon. Email a copy of the sermon, and the exegesis of the Scripture on which it is based Cleared for Examination for Ordination, pending a call, reported at a Presbytery meeting.

(3/24/2020)