MEMBER IN DISCERNMENT RENWAL DOCUMENT CHECKLIST

Candidate Name:  Appointment Date: 
Email Address:  Local Church:  

The following is a checklist of the required documents for your meeting with the Committee on Ministry, Section A. All documents are due in order to schedule your appointment. Letters of reference must have a written signature and be scanned, or mailed. As of July 2016, all members in discernment are required to complete one unit of Clinical Pastoral Education before their Ordination Interview. For a listing of CPE centers and programs look here: [http://www.pacificregionacpe.org/centersPrint.php](http://www.pacificregionacpe.org/centersPrint.php) 

Submit your checklist materials by email or mail to Miranda Samaile: miranda@ncncucc.org or 16190 Foothill Blvd., San Leandro, CA 94578. If at any time you want to check on the status of your checklist you may email or call, (510) 247-8990.

[ ] 1. Confirmation of a completed background screening, and $12.50 payment

[ ] 2. A one page summary of your activities over the past year

[ ] 3. A two page statement of your evolving theology, and reflections on your faith journey.

[ ] 4. A written reference from your assigned clergy mentor.

[ ] 5. Two additional references from any of the following: professor, academic advisor, field education supervisor, CPE supervisor, or other (specify role).

[ ] 6. A complete vocational psychological assessment.

[ ] 7. If you have been attending seminary or a theological education program your: Middler review, updated transcript, and description of your plan for future academic studies.

[ ] 8. Evaluations from any field education, or internship placements.

[ ] 9. Completed Mandated Reporter training. *(The free, online training is available here: [http://www.mandatedreporterca.com/training/generaltraining.htm](http://www.mandatedreporterca.com/training/generaltraining.htm))*

*Please visit the Conference website to see upcoming boundary training dates and to register to attend. [www.ncncucc.org/life-long-learning](http://www.ncncucc.org/life-long-learning) *(You may also subscribe to the NCNC newsletter to keep current on upcoming boundary training events).*