

APPENDIX A

STEPS	COMMENTS	HANDBOOK REFERENCE
I. Preparation Before Nomination		
Meet with priest		I.A.2
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Meet with Bishop		
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Attend Ministry Fair; bring Priest or lay leaders as possible		page 1
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Complete "Here I Am, Send Me" Discernment Group	<u>Pre-requisite: Communicant in good standing of a congregation in Diocese for at least one year</u>	I.A.3
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Complete "Bound with Cords of Love" Discernment Group	Full report of participation sent to Bishop	I.A.3
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II. <u>Submit complete Nomination for Postulancy materials</u>	Consult with Priest-in-Charge and Vestry/Bishop's Committee prior to completing nomination.	II. A-D; Appendices B and C
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III. From Nomination to Postulancy		
Bishop approves persons to attend COHO Interview Day	Occurs once a year in late Fall	III.A
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Interview Day Team reports to COHO		III.B
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COHO reports to Bishop		III.C
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<u>Background Check</u> , Psychological and Medical Reports completed		III.E
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Bishop admits person as Postulant		III.F
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IV. From Postulancy to Candidacy		
COHO assigns <u>Contact Person</u>		Appendix K
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Postulant must comply with Ember Day communications	See Bishop for details, if needed.	IV.B.
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Postulant begins training	Begins program of preparation as developed by COHO, the Bishop, and the Postulant. Bishop will oversee formation requirements/obligations. <i>Note:</i> Postulant must provide transcript or other progress report each Spring after end of semester.	III.F
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Postulant completes of Clinical Pastoral Education (CPE)	CPE can be taken at any time prior to Candidacy	
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With consent of Bishop, Postulant applies for Candidacy	Postulant must obtain separate endorsements from Priest-in-Charge and Vestry/Bishop's Committee. Postulant notifies COHO and Standing Committee of	Appendices D and E

	readiness for interview.	
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COHO interviews Postulant for Candidacy		IV.E
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COHO recommends Postulant for Candidacy to Bishop and Standing Committee		IV.G
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Standing Committee interviews Postulant and endorses for Candidacy		IV.H
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Bishop writes letter admitting person as Candidate		IV.I
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V. From Candidacy to the Transitional Diaconate		
Candidate takes GOE or other evaluative instrument	Must demonstrate proficiency in all required Canonical areas. COHO/Examining Chaplains recommend remediation if proficiency is not demonstrated.	V.A.5 Appendix L
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Candidate completes of second set of Psychological and Medical examinations		V.A.1 and 2
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With consent of Bishop, Candidate applies for Ordination to Transitional Diaconate	<u>Candidate</u> must obtain separate endorsements from Priest-in-Charge and Vestry/Bishop's Committee. <u>Candidate</u> notifies Standing Committee of readiness for interview.	Appendices H and I
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COHO reviews application and recommends ordination to the transitional diaconate.	COHO may choose to interview Candidate at this time	V.B
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Standing Committee reviews application and recommends Ordination		V.C
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Bishop ordains and approves assignment to parochial cure or other opportunity		V.D
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VI. From Transitional Diaconate to Priesthood		
Transitional Deacon applies to Standing Committee for ordination to Priesthood	<u>Transitional deacon</u> must obtain separate endorsements from Priest-in-Charge and Vestry/Bishop's Committee. <u>Transitional deacon</u> notifies Standing Committee of readiness for interview. COHO attests to successful completion of program designed during postulancy and recommends <u>transitional</u> deacon for ordination to the priesthood	Appendix I
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Standing Committee recommends ordination	Interview may be required	VI.E
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Bishop may take order for Ordination to
Priesthood

V.I.F