

[1] Ordination Request Letter

The applicant should send a letter to the Chapel Board of Elders summarizing:

- his sense of God's calling to the ministry
- the type of ministry to which He is being called
- his preparation (formal training and informal study)
- his ministry experience to date
- his reason for requesting ordination
- his agreement with the Chapel's *Statement of Faith* (on website) with an indication of any areas where he is either not in agreement or has reservations.

[2] Ordination Pursuit Approval

The elders may want to meet with the individual to discuss his request letter prior to deciding whether to pursue ordination.

[3] Ordination Council and Examination

Upon approval of the applicant's request the Elders will appoint an elder or pastor to convene and chair the Ordination Council which will examine the applicant. The chairperson will schedule the examination at a time mutually agreeable to the applicant and council members. The Council will be composed of individuals agreeable to the elders and will discuss the applicant's calling and evaluate his preparation for that calling. Questions will involve biblical, theological, ministry and personal spiritual life issues.

The Ordination Council after examination will make a recommendation to the elders regarding ordination. In some cases the Council may desire a follow-up meeting(s) with the applicant to further discuss issues prior to making a recommendation. The elders will act upon this recommendation and communicate their decision to the applicant.

[4] Ordination Ceremony

The Ordination Ceremony will normally be conducted during a worship service of The Chapel at a time convenient to the person being ordained and in keeping with the worship calendar.

Note: A firm date for ordination will not be set prior to final approval by the Elders to ordain the applicant. For this reason the process should begin early enough to allow the ordination process to unfold without time pressure and deadlines.

Upon ordination, a certificate of ordination will be presented and the ordination date will be recorded in the minutes of the next elders' meeting. An ordination may be later revoked by the elders for what the elders determine to be sufficient doctrinal or moral reasons.