Appendix C:
Forms Used in the Process to Ordination
Diocese of Eastern Michigan

PERSONAL INFORMATION SHEET

Present Goal: [ ] Diaconate [ ] Priesthood [ ] Sacramentalist [ ] Undecided

Date: _____________________________

Name________________________________________ Birthdate: _____________________________

First        Middle        Last

Present Address ________________________________________________________________

City ___________________________ State __________ Zip _______________________

Phone: Home ___________________________ Work _________________________________

Cell ___________________________ Present Occupation______________________

E-Mail Address: ________________________________________________________________

Supervising Cleric: _____________________________________________________________

Family Information: Marital Status [ ] Single, [ ] Married, Spouse name ____________________

[ ] Divorced/Separated-# of marriages _____, [ ] Widow(er)

[ ] Children: Ages and genders ______________________________________________

Religious history: Length of time in diocese? ______, Length of time in congregation? ______

Ministries in current congregation with dates (use additional space if necessary):
____________________________________________________________________

____________________________________________________________________

Baptism: Date ___________ Denomination _________________________________________

By Whom? _________________________________________________________________

Confirmed/received into the Episcopal Church: Date ______________________________

By Whom? _________________________________________________________________

Where _____________________

Previous application for admission as Postulant for Holy Orders _____Yes, _____No

If yes, explain ______________________________________________________________

Education:

High School __________________________________ Graduation date ____________________

College __________________________________ Graduation date _______________________

Major __________________________________ Degree _________________________________

Graduate Work _______________________________________________________________

Other Training or Education ____________________________________________________

NOTE: Please mail official transcript(s) from your college or university as appropriate to
the Diocesan Center:

Episcopal Diocese of Eastern Michigan, 924 N Niagara St, Saginaw MI 48602
Diocese of Eastern Michigan

Nomination for Ordination

Date:


We, whose names appear below, certify that _________________________ (name) is an adult communicant in good standing of __________________________ (congregation).

We declare that, in our opinion, this person is qualified to seek Ordination in the Diocese of Eastern Michigan because: (herein the reasons are stated)

We pledge to support this person financially and by being involved in her/his formation both individually and as a congregation.

_______________________________
Signed, Supervising Cleric

Signatures of Vestry Members (at least two-thirds required)

_____________________________    _______________________________

_____________________________    _______________________________

_____________________________    _______________________________

_____________________________    _______________________________

I hereby certify that the forgoing certificate was signed at a meeting of the Vestry of __________________________ Congregation, ______________________, duly convened on the _____ day of _____________, 20___, and that the names attached are those of all or 2/3rds members of the Vestry.

_____________________________
Signed, Clerk of the Vestry
Diocese of Eastern Michigan
Application for Restricted Funds

Today’s Date: ___________

Information about the person completing this application:

Name: ________________________________________________________________

Address: __________________________________________________________________________

________________________________________________________________________________________

Phone: Work: _________________ Home: _________________ Cell: _________________

E-mail: __________________________________________________________________________________

Information about the recipient of funds (if different from above):

Name: ________________________________________________________________

Address: __________________________________________________________________________

________________________________________________________________________________________

Phone: Work: _________________ Home: _________________ Cell: _________________

E-mail: __________________________________________________________________________________

Please describe the nature of your request on a separate sheet of paper. Please attach any documentation that would be helpful in explaining your request. Additional information, including documentation of personal income, may be requested for certain funds with income restrictions. If you have any questions about the funds, their availability, or the application procedure, please call the Diocesan Administrator (877-752-6020).

Please mail completed form and attachments to:

The Bishop
Episcopal Diocese of Eastern Michigan
924 N. Niagara Street
Saginaw, MI 48602
APPLICATION FOR CANDIDACY

To: The Bishop of the Diocese of Eastern Michigan

I, _________________________________, a Postulant for Holy Orders in the Diocese of Eastern Michigan, respectfully apply for admission as a Candidate for Holy Orders.

_________________________________________________________________________ __________
Signature Date

Name _______________________________________________________________________

Address ____________________________________________________________________

Phone _______________________ Congregation _____________________________

Rector ___________________________ Date accepted as Postulant _____________
Diocese of Eastern Michigan

CERTIFICATION FOR CANDIDACY


We, whose names appear below, certify that ____________________ (name) is a confirmed adult communicant in good standing of ____________________________________ (congregation).
We declare that, in our opinion, this person is qualified for admission to Candidacy in the Diocese because: (herein the reasons are stated)

_______________________________
Signed, Priest of Congregation

Signatures of Vestry Members (at least two-thirds required)

__________________________________  __________________________________

__________________________________  __________________________________

__________________________________  __________________________________

__________________________________  __________________________________

__________________________________  __________________________________

I hereby certify that the forgoing certificate was signed at a meeting of the Vestry of ____________________ Congregation, ____________, duly convened on the ______ day of ____________, 20__, and that the names attached are those of all or 2/3rds members of the Vestry.

_____________________________
Signed, Clerk of the Vestry
Diocese of Eastern Michigan

APPLICATION FOR ORDINATION TO THE DIACONATE

To: The Standing Committee of the Diocese of Eastern Michigan

I, __________________________, a Candidate in Good Standing of the Diocese of Eastern Michigan respectfully apply for ordination to the Diaconate.

Date of Birth __________________
Date accepted as Postulant ____________
Date accepted as Candidate ____________

________________________________________  __________________
Signature                                   Date

[If you are applying as a Vocational Deacon, please include a statement stating how you intend to exercise the ministry of Deacon both in the Church and in the world and that there is no intent to apply for ordination to the Priesthood.]
Diocese of Eastern Michigan

CERTIFICATE FOR ORDINATION TO THE DIACONATE

To: The Standing Committee of the Diocese of Eastern Michigan

We do certify that, after due inquiry, we are well assured and believe that (candidate) _________________ for the last three years has lived a sober, honest, and godly life, and is loyal to the Doctrine, Discipline, and Worship of this Church, and does not hold anything contrary thereto. And, moreover, we think _________________ a person worthy to be admitted to the Sacred Order of Deacons.

______________________________
Signed, Priest of Congregation

Signatures of Vestry Members (at least two-thirds required)

__________________________________  __________________________________
__________________________________  __________________________________
__________________________________  __________________________________
__________________________________  __________________________________
__________________________________  __________________________________

I hereby certify that the forgoing certificate was signed at a meeting of the Vestry of __________________________ Congregation, _________________, duly convened on the ______ day of ________________, 20___, and that the names attached are those of all or 2/3rds members of the Vestry.

______________________________
Signed, Clerk of Vestry
Diocese of Eastern Michigan

TESTIMONIAL FOR ORDINATION TO THE DIACONATE

To the Right Reverend _________________________ Bishop of the Diocese of Eastern Michigan

The Standing Committee, having been duly convened at ________________________, do testify that _________________________ (candidate) has lived a sober, honest, and godly life, and is loyal to the Doctrine, Discipline, and Worship of this Church, and does not hold anything contrary thereto.

Accordingly, we hereby recommend _____________________ for ordination to the Diaconate.

In witness whereof, we have hereunto set our hands this _____ day of ________, in the year of our Lord ______________

Signatures of Standing Committee Members:

________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________

________________________________________________________________________
________________________________________________________________________
Diocese of Eastern Michigan

APPLICATION FOR ORDINATION TO THE PRIESTHOOD

I, ________________________________, a Deacon in the Episcopal Church, do hereby apply for ordination to the Sacred Order of Priests in the Episcopal Church.

Date of Birth _____________
Date of Ordination to the Diaconate ________________

______________________________  ________________
Signature                          Date
CERTIFICATE FOR ORDINATION TO PRIESTHOOD

[From the Parish to which the Deacon is assigned]

To: Standing Committee of the Diocese of Eastern Michigan
Date: ________________

We do certify that, after due inquiry, we are well assured and believe that the Reverend ________________, Deacon since the _____day of __________ in the year of ______, being the date of ordination to the Diaconate, has lived a sober, honest and godly life, and has not written, taught, or held anything contrary to the Doctrine, Discipline, or Worship of this Church. And, moreover, we think the Reverend _____________________ a person worthy to be admitted to the Sacred Order of Priests.

___________________________
Signed, Priest of Congregation

Signatures of Vestry Members (at least two-thirds required)

__________________________________  __________________________________
__________________________________  __________________________________
__________________________________  __________________________________
__________________________________  __________________________________
__________________________________  __________________________________
__________________________________  __________________________________

I hereby certify that the Reverend _____________________ is a resident of __________________________ Parish in _________________________; that the forgoing certificate was signed at a meeting of the Vestry of ______________________ Congregation, ______________________, duly convened on the _____ day of ____________, 20___, and that the names attached are those of all or 2/3rds members of the Vestry.

_________________________
Signed, Clerk of the Vestry
(From the Standing Committee to the Bishop)

To: the Right Reverend ________________________________, Bishop of the Diocese of Eastern Michigan:

We, being a majority of all the members of the Standing Committee of the Diocese of Eastern Michigan, and having been duly convened at ________________________, do testify that the Reverend ________________________, Deacon, desiring to be ordained Priest, has presented to us satisfactory certificates that since the _____ day of _____________ in the year ____________, being the date of ordination to the Diaconate, has lived a sober, honest and godly life, and has not written, taught, or held anything contrary to the Doctrine, Discipline, or Worship of this Church. And we hereby recommend the Reverend ________________________ for ordination to the Priesthood.

In witness whereof, we hereunto set our hands this _________ day of ____________, in the year of our Lord _____________

Signatures of Standing Committee Members:

__________________________________  __________________________________
__________________________________  __________________________________
__________________________________  __________________________________
__________________________________  __________________________________
__________________________________  __________________________________
__________________________________  __________________________________
__________________________________  __________________________________
__________________________________  __________________________________

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