

INSTRUCTIONS TO MINISTERIAL APPLICANTS CHART

Steps in Licensing Process

EXHORTER	1. Applicant and pastor complete “Application Request for New Minister” form.
	2. If applicant and/or spouse is divorced and remarried, complete the questionnaire concerning divorce and remarriage (forms 1-5). After obtaining the necessary approvals proceed with the next step.
	3. Request a pre-application interview with the state overseer or State Examining Board.
	4. Complete exhorter rank application.
	5. With state overseer’s approval, the candidate is set forth by the local church.
	6. Order study guide and prepare for the examination.
	7. The state overseer schedules the date, time, and location of the examination and informs the candidate.
ORDAINED MINISTER	1. Make sure the Ministerial Internship Program requirement has been completed.
	2. Obtain and complete an application for licensed ordained rank.
	3. Request the recommendation of local pastor and/or district overseer.
	4. After the state overseer has approved the application, the candidate will be set forth by his/her local church.
	5. Order study guide and prepare for the examination.
	6. The state overseer schedules the date, time, and location of the examination and informs the candidate.
ORDAINED BISHOP	1. Contact the state office and request the ordained bishop application.
	2. Obtain the recommendation of local pastor and/or district overseer.
	3. Complete the ordained bishop application and return it to the state overseer.
	4. If the applicant and/or the applicant’s spouse has divorce and remarriage history, the applicant must complete the documentation statement and make sure that all questionnaire forms have been submitted and approved. Advancement to ordained bishop will require the approval of the state overseer, State Council, General Executive Committee, and two-thirds of the Executive Council.
	5. The state overseer shall notify the local church to set forth the applicant for ordained bishop.
	6. Order study guide and prepare for the examination.
	7. The state overseer schedules the date, time, and location of the examination and informs the candidate.

All information taken from *Ministry in the Church of God: Instructions to Ministerial Applicants (September 1998)*