Ordination Process Checklist

Full Name: _____

Sponsoring Church: _____

For Ordination as:

_____ Vocational Deacon

_____ Transitional Deacon to Priest

DOMA Application for Holy Orders

Application Components

_____ Photo [responsibility of Applicant]

_____ Statement 1: Hopes for further preparation [responsibility of Applicant]

_____ Statement 2: Work History [responsibility of Applicant]

_____ Statement 3: Previous Marriage (if applicable) [responsibility of Applicant]

_____ Statement 4: Spouse's Letter (if applicable) [responsibility of Applicant]

_____ Statement 5: Spiritual Autobiography [responsibility of Applicant]

_____ Signed Authorization and Consent to Release of Personal Information [responsibility of Applicant]

_____ **If divorced**, Bishop's petition to Archbishop for exception (Canon III.2.6). *Note: this is a required step for applicants who are divorced but making the petition to the Archbishop is done by the Bishop at his discretion. He may require additional steps in the process prior to making the petition.*

_____ If divorced, Archbishop's approval of exception (Canon III.2.6)

_____ Educational transcripts [responsibility of Applicant]

_____ Church Planter Evaluation [responsibility of Applicant]

_____ Church Discernment Committee Report

_____ Rector and Vestry Recommendation Form for **Postulancy**

_____ Rector's Letter of Recommendation to the Bishop

_____ Medical Health Evaluation [responsibility of Applicant]

_____ Psychological Evaluation [responsibility of Applicant]

_____ Background Check [responsibility of Applicant]

Postulancy

_____ Postulancy Interview by DOMA Ordination Committee

_____ Recommendation regarding Postulancy to Bishop by the DOMA Ordination Committee

_____ Interview by the Bishop

_____ Recommendation of educational and practical program by the Examining Chaplains

_____ Educational program approved by the Bishop and begun

_____ Completion of form concerning Oaths of Conformity and Obedience, the Constitution and Canons of the ACNA and DOMA, and the Liturgies of the ACNA [responsibility of Postulant]

_____ Completion of Prevention of Sexual Misconduct training [responsibility of Postulant]

_____ Any additional transcripts for all course work completed during postulancy should be sent to the DOMA registrar (responsibility of the Postulant)

_____ Certification from Examining Chaplains that educational requirements have been met

_____ Application for Ordination to the Diaconate [responsibility of Postulant]

_____ Rector and Vestry Recommendation Letter for Ordination to the **Diaconate**

_____ Quarterly Reports have been consistently submitted. [responsibility of Postulant]

_____ Interview by the DOMA Ordination Committee for Candidacy for Ordination to Diaconate

_____ Recommendation to the Bishop by the DOMA Ordination Committee on Candidacy

_____ Interview by the Bishop, as the Bishop may determine

_____ Approval by the Bishop as a Candidate for Ordination to the Diaconate

_____ Approval by the Bishop for ordination as a Deacon

_____ Approval by the Standing Committee for ordination as a Deacon

_____ Diaconal Ordination date set: _____ *(mm/dd/yy)*

_____ Diaconal Ordination done: _____ *(mm/dd/yy)*

ORDINATION TO THE PRIESTHOOD

_____ Completion of any remaining training or educational requirements [responsibility of Deacon]

_____ Application for Ordination to the Priesthood [responsibility of Deacon]

_____ Vestry and Rector Recommendation for Ordination to **Priesthood**

_____ Quarterly Reports have been consistently submitted [responsibility of Deacon]

_____ Interview by the DOMA Ordination Committee for Candidacy for Ordination to Priesthood

_____ Recommendation to the Bishop by the DOMA Ordination Committee on Candidacy

_____ Approval from the Bishop for ordination as a Priest

_____ Approval by the Standing Committee for ordination as a Priest

_____ Priesthood Ordination date set: _____ *mm/dd/yy*

_____ Priesthood Ordination done: _____ *mm/dd/yy*