

APPLYING FOR ORDINATION

Potential ordinands should submit a completed Application for Ordination (available at www.ofld.mccchurch.org) with all supporting documentation to the OFLD. Supporting documentation to include:

- Application Form, which includes endorsement of Pastor and Board of church where student is currently a member.
- Internship evaluation and endorsement of Supervisor
- Current Resume
- Statement of Faith
- Filing Fee

The OFLD will verify that all requirements for ordination (in most cases the Ministry Action Plan) have been completed and make any additional notes on an Ordination Checklist that will be attached to a copy of the Ordination Packet and sent to Interview Team members. The Interview Team will consist of three clergy in good standing with MCC. Retired clergy may also serve on interview teams. The OFLD will schedule an ordination interview within reasonable traveling distance within 90 days of receipt of application.

THE INTERVIEW

The interview with the ordinand will last approximately one hour and consist of:

- Brief introductions and opening prayer
- Questions about the candidate's call to ministry in MCC and any clarifying questions the Interview Team may have about the Ordination Packet (evaluations, Statement of Faith). The MCC Clergy Manual states: *MCC does not ordain for specific functions, but rather ordains for professional ministry in general. Ordination may qualify one for such ministries as pastor, staff/support pastor, evangelistic ministry, prison ministry, and chaplaincy (hospital, military, etc.).*
- A time for the ordinand to be excused so that the Interview Team can discuss their decision to approve or not approve for ordination.
- Completion of the Ordination Interview Form, which lists the names of the ordinand, the Interview Team and the decision of the team with any comments.
- Invite ordinand back to the room, share results, discuss, close in prayer.

The Ordination Interview Form will be returned to the OFLD representative on-site. A copy will be filed and a copy mailed to the ordinand.

APPEALS

In the event of a decision not to approve a person for ordination, reason will be written on the Ordination Interview Form and discussed with the ordinand. The ordinand does have the right to appeal the decision, following these guidelines:

- Within ten days of the decision the ordinand must request in writing to the OFLD for an appeal. The request should include a written response to the concerns raised by the Interview Team with a rationale for why the decision should be revisited.
- The OFLD will have a minimum of 30 days to review the request for appeal and schedule a second interview if the appeal is warranted.
- The Appeal Team shall have a copy of the decision by the first Interview Team and a copy of the request for appeal from the ordinand.
- It is recommended that the ordinand engage in prayerful discussion and reflection with his or her pastor, supervising clergy, student colleagues, and other support systems during this time of appeal.
- The decision of the Appeal Team shall be final.