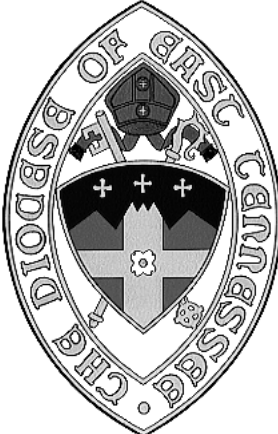


**CHECKLIST FOR ASPIRANTS**



**DIOCESE OF EAST TENNESSEE**

## CHECKLIST FOR ASPIRANTS

- \_\_\_\_ 1. Become familiar with national Canons; Title III, Canon 4
  - Confer with your Rector. If the Rector so recommends, make an appointment with the Bishop.
  - Complete and submit Applicant's Application and Spiritual Autobiography.
  - Rector submits Rector Referral Form.
  - Submit Background Inquiry Release Form.
  - Submit Letter of Understanding.
  - Submit Release of Information Form.
  
- \_\_\_\_ 2. Meet with the Bishop
  - Aspirant and Rector meet with the Bishop. If married, spouse may attend but is not required.
  - If the Bishop recommends, begin the diaconal discernment process.
  
- \_\_\_\_ 3. Attend Diaconal Discernment Committee (DDC) meetings
  
- \_\_\_\_ 4. Vestry Recommendation
  - Recommendation for Postulancy form and DDC evaluation material sent to Bishop and Commission on Ministry Chair
  
- \_\_\_\_ 5. Aspirant and spouse (if married) meet a second time with the Bishop
  
- \_\_\_\_ 6. Steps to complete prior to BACAM Conference
  - Undergo physical and mental health evaluation, use appropriate forms
  - Obtain forms from Bishop's secretary at the Diocesan House
  - Provide proof of baccalaureate degree
  - Provide transcript
  - Fill out financial disclosure form
  - Fill out Application for Postulancy.
  
- \_\_\_\_ 7. Attend BACAM Conference
  
- \_\_\_\_ 8. Meet with the Bishop regarding decision on your application. (If married, . . . spouse may attend but is not required.)
  
- \_\_\_\_ 9. As a postulant:
  - Participate in Diaconal Formation Program.
  - Write Ember Day letters to the Bishop
  - Maintain contact with your Commission on Ministry chaplain and your supporting congregation
  - Attend diocesan conventions and other events
  - Fill out application for Candidate for Holy Orders in the middle of your second year using appropriate forms and meet with the Standing Committee if requested.

- \_\_\_\_\_ 10. As a candidate:
- Continue Ember Day letters to the Bishop
  - Apply for ordination to the Diaconate after one year using appropriate forms.
  - Obtain Vestry recommendation for ordination to Diaconate.
  - Undergo physical and mental health evaluation, use appropriate forms. Obtain forms from Bishop's secretary at the Diocesan House.
  - Meet with Board of Examining Chaplains
  - Meet with the Standing Committee if requested.
  - Standing Committee sends ordination recommendation to the Bishop