



Dear Pastors, District Licensees & Potential Candidates,

re: Ministerial Credential Interview dates and requirements

Please mark your calendars with the below important dates for Credential Interviews.

Credential Interviews for District License:

Friday, January 24th at the District Office (10900 183rd Street, STE 330, Cerritos, CA 90703)

Saturday, February 1st at the District Office (10900 183rd Street, STE 330, Cerritos, CA 90703)

Scheduling will begin January 6th. Prior to scheduling your appointment time, the District will need to have received your Pastor & local church board recommendations (*sent to the office directly from your pastor*), as well as your Candidate Checklist, Application & "Articles of Faith" writing assignment.

To schedule your appointment, please call the District Office (M-TH) from 9am-4pm at 714-771-6080

If you think you may be eligible for ordination this year, you still need to schedule an interview to renew your license first. Ordination Interviews are by invitation only and eligibility for an ordination interview will be considered by the Ministerial Credentials Board after your District License renewal interview.

Ordination Interviews (by invitation only):

Saturday, March 7th at the District Office (10900 183rd Street, STE 330, Cerritos, CA 90703)

These dates and the forms for your District License interview can be found on our website www.adnaz.org. Please review all of the materials right away to allow yourself plenty of time to complete everything prior to scheduling your appointment.

IMPORTANT: Please read the following instructions very carefully to ensure that you have completed your preparations for the interviews:



1. If you have not finished your “Course of Study” (educational requirements) you **must** send transcripts of your completed course work by December 20th, 2019 to Rev. Jerry Cordell at JDCordell1@aol.com.

Please do not wait until the interview date to have your transcripts reviewed. It can be a difficult and lengthy process to verify if equivalency requirements have been met. This is especially true when you have taken coursework from unfamiliar institutions.

2. If you are applying for your **first** District License:
 - a. You must have held a Local License for a minimum of one full year.
 - b. You must have completed 6 classes from the “Course of Study” including “History and Polity of the Church of the Nazarene”. (unless this requirement has been waived for you this year.)
 - c. We must have your “Verification of Credentials History” form from your Pastor.
 - d. You must have proof from your Local church of a completed background check, or go through the District office for the background check **prior** to scheduling your interview.
3. If you are **renewing** your District License this year you must have completed or be on track to complete a minimum of 2 of the required courses by April 30, 2020. If you are not on a track to do that, you will be ineligible to receive your District Ministerial License this year.
4. **Completing the required course work does not automatically mean that you will be ordained.** Ordination also requires a clear demonstration of excellent, unquestionable character; completion of the required term of ministry experience; and, a clear demonstration of ministry effectiveness. Even when all the requirements for Ordination have been satisfied, the evaluation team may decide that you need more time before you are ready to be Ordained.
5. The **Local Church** will need to complete a **Church Board recommendation** (signed by the pastor & board secretary). the Senior Pastor of the church at which you serve will also need to complete and sign a **Pastor Recommendation**. Each Candidate is responsible for speaking with their Senior Pastor to make sure those documents have been sent directly to the District. These documents are confidential and shall not be shown or given to the candidate, but sent **directly from the Pastor to the District Office.**

Note: If You are the Senior Pastor of your church, our District Superintendent, Rev. Rollie Miller, will need to sign your Pastor recommendation form. You are responsible for contacting Rev. Rollie Miller and asking him to sign your Pastor recommendation BEFORE you schedule your interview.)



6. During your interview this year, as a **new requirement** you will be asked to explain the following, in your own words:
 - a. Articles of Faith (#'s 1 – 4). Do not read this from a written document, but put it in your own words.
 - b. How to explain to someone how to be saved
 - c. How to explain to someone how to be sanctified
7. If you have never attended the **Holiness Workshop** you must attend this year at the District Office on **February 22nd at 10:00am**. Note: during the Credential Interviews, you will have an opportunity to sign up for the Holiness Workshop on the registration sheet available when you check in for your Interview.
8. If you attended last year's Holiness Workshop you are not required to attend again, unless you have been told to do so. You may, however, attend again if you would like to, as this is a very important Denominational distinction that should be regularly reviewed.
9. If you have **ever** been divorced and have **never** attended the **Divorce Barrier Workshop**, you **must attend** that event at the District Office on **February 22nd from 11:30am – 12:30pm**.

Following the Workshop, Rev. Connie Rench will work with you to review and help prepare your paperwork for submission to have your Divorce Barrier removed. Rulings from the Board of General Superintendents have made clearing this barrier **mandatory** from the **beginning** of the licensing and ordination process.

10. Completed Applications & all required documents are due **by December 20th**. Please make sure your writing is clear and legible and that all scanned/emailed forms are also clear and legible. You may email your forms to office@adna.org or mail hard copies to:

Anaheim District Office
Attn: Star Manis
10900 183rd Street, Suite 330
Cerritos, CA 90703

11. Please call Star beginning **January 6th** at 714-771-6080 **Monday-Thursday (10am – 4pm)** to schedule your appointment with the District Board of Ministry.

We are looking forward to working through this process with you.

Better Together,

Rollie Miller
District Superintendent & Credentials Chairman