SYNODICAL DEPUTY

REPORT FORMS

Updated 2022

Office of Synodical Services
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Grand Rapids, MI  49508

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Church Order Article 7: Examination of Required Qualifications for Eligibility to Exhort as the First Step in the Process of Ordination by Way of Church Order Article 7 (Supplement, Article 7 A, 1)

Synodical deputies __________________________ (Classis ____________________),
____________________________ (Classis ___________________________), and
____________________________ (Classis ___________________________),
having examined the written credentials submitted by the council of ________________
______________ Christian Reformed Church, with the favorable recommendation
of the Candidacy Committee, and having heard the examination for licensure to exhort
in accordance with the provisions of Church Order Article 7 and its Supplement, concur/
do not concur [select one] in the decision of Classis ____________________________,
in session on ________________, to grant _________________________ the
right to exhort in Christian Reformed churches until _________________________.

Comments (not printed in the Acts of Synod):

Synodical Deputies:

_______________________________________
Classis ____________________________________
_______________________________________
Classis ____________________________________
_______________________________________
Classis ____________________________________
Date: ____________________

Copy submitted to: _____ Stated Clerk _____Synodical Deputies _____Synodical Services Office
Church Order Article 7: Examination for Eligibility for Call as the Second Step in the Process of Ordination by Way of Church Order Article 7 (Supplement, Article 7 A, 2 and 3)

Synodical deputies __________________________ (Classis ____________________), __________________________ (Classis ______________________________), and __________________________ (Classis ______________________________), having considered the gifts of the applicant, having heard the examination in accordance with the provisions of Church Order Article 7, and having received the favorable recommendation of the Candidacy Committee, concur/do not concur [select one] in the decision of Classis ________________, in session on ________________, to declare ________________________ eligible for call to the ministry of the Word in the Christian Reformed Church in North America.

Comments (not printed in the Acts of Synod):

Synodical Deputies:

_______________________________________
Classis ________________
_______________________________________
Classis ________________
_______________________________________
Classis ________________

Date: ________________

Copy submitted to: _____ Stated Clerk  _____Synodical Deputies  _____Synodical Services Office
Church Order Article 7: Examination for Ordination as the Final Step in the Process of Ordination by Way of Church Order Article 7 (Supplement, Article 7 A, 4)

Synodical deputies __________________________ (Classis __________________________), __________________________ (Classis __________________________), and __________________________ (Classis __________________________), having heard the examination for ordination in accordance with the provisions of Church Order Article 7, concur/do not concur [select one] in the decision of Classis __________________________, in session on _____________________, to admit __________________________, to the ministry of the Word in the Christian Reformed Church in North America.

Comments (not printed in the Acts of Synod):

Date of Ordination service: ________________________________  
(Note: This information is important for Ministers’ Pension Office purposes.)

Synodical Deputies:

_______________________________________

Classis __________________________

_______________________________________

Classis __________________________

_______________________________________

Classis __________________________

Date: _________________
Church Order Article 8: Declaration of Eligibility for Call

Synodical deputies ______________________ (Classis ____________________),
_____________________________ (Classis ____________________), and
_____________________________ (Classis ____________________),
having heard the colloquium doctum (doctrinal conversation) of Rev. _____________
______________________, in accordance with Church Order Article 8, and having
received the favorable recommendation of the Candidacy Committee, concur/do not
concur [select one] in the decision of Classis ______________________, in session on
______________________, to declare him/her eligible for call to the ministry of the Word in
the Christian Reformed Church in North America. The calling church is _____________
______________________________. Date of installation service: ________________
(Note: This is important for Ministers’ Pension Office purposes.)

Include phone, address, and email for Article 8 ministers of the Word with this form.

We have ensured that classis has assigned a mentor for the new pastor. Yes/No

Comments (not printed in the Acts of Synod):

Synodical Deputies:

_______________________________________

Classis __________________________________

_______________________________________

Classis __________________________________

_______________________________________

Classis __________________________________

Date: __________________________

Copy submitted to: ____ Stated Clerk   ____Synodical Deputies   ____Synodical Services Office
Church Order Article 8: Release from Ministry Following Specified Term of Service (Supplement, Article 8, C, 3)

Synodical deputies __________________________ (Classis __________________________),
____________________________ (Classis ____________________________), and
____________________________ (Classis ____________________________),

having heard the discussion of Classis ____________________________, in session on
_____________________, concur/do not concur [select one] in the decision of classis to declare, in accordance with Church Order Supplement, Article 8, C, 3, that
___________________________ is released from the office of minister of the Word in the
Christian Reformed Church in North America.

Effective date: ________________ (for Ministers’ Pension purposes)

Comments (not printed in the Acts of Synod):

Synodical Deputies:

_______________________________________

Classis  _______________________________________

_______________________________________

Classis  _______________________________________

_______________________________________

Classis  _______________________________________

Date: _________________
Church Order Article 8: Extension of Eligibility for Call Following Specified Term of Service (Supplement, Article 8, C, 3)

Synodical deputies ______________________ (Classis ___________________),
__________________________ (Classis ____________________________), and
__________________________ (Classis ____________________________), having heard the discussion of Classis ____________________________, in session on ______________________, concur/do not concur [select one] in the decision of classis to declare, in accordance with Church Order Supplement Article 8, C, 3, that ____________________________’s eligibility for call is extended for one year.

Comments (not printed in the Acts of Synod):

Synodical Deputies:

__________________________
Classis ____________________________
__________________________
Classis ____________________________
__________________________
Classis ____________________________

Date: ___________________
Church Order Article 8: Establishing a Joint Ministry of a Minister from a Church in Communion (see Church Order Supplement, Article 8, G)

Synodical deputies __________________________ (Classis ____________________), __________________________ (Classis ____________________), and __________________________ (Classis ____________________), having reviewed the documents specified in accordance with Church Order Supplement, Article 8, F, and having heard the discussion of Classis ________________________, in session on ________________, concur/do not concur [select one] with the decision of classis to establish the joint ministry of _______________________ and ______________________ to call Rev. ______________________.  

(name of church)  

State the need(s):

Comments (not printed in the Acts of Synod):

Synodical Deputies:

_______________________________________

Classis ______________________________________

_______________________________________

Classis ______________________________________

_______________________________________

Classis ______________________________________

Date: ____________________

Copy submitted to: _____ Stated Clerk  _____Synodical Deputies  _____Synodical Services Office
Church Order Article 10: Admission of Candidate Who Has Completed the Requirements for the Ministry of the Word

Synodical deputies __________________________ (Classis __________________________),
____________________________ (Classis __________________________), and
____________________________ (Classis __________________________),
having heard the examination for ordination in accordance with Church Order Article 10,
concur/do not concur [select one] in the decision of Classis __________________________,
in session __________________________, to admit candidate __________________________
to the ministry of the Word in the Christian Reformed Church in North America.
We have ensured that classis has assigned a mentor for the new pastor. Yes/No

Comments (not printed in the Acts of Synod):

Calling church: _________________________________________

Date of Ordination service: _________________________________________
(Note: This information is important for Ministers’ Pension Office purposes.)

Synodical Deputies:

_______________________________________
Classis _______________________________________

_______________________________________
Classis _______________________________________

_______________________________________
Classis _______________________________________

_______________________________________
Classis _______________________________________

Date: __________________________

Copy submitted to: _____ Stated Clerk  _____Synodical Deputies  _____Synodical Services Office
Church Order Article 12-c: Calling a Minister to a Specialized Ministry

Synodical deputies __________________________ (Classis ____________________), __________________________ (Classis ____________________), and __________________________ (Classis ____________________), having reviewed the evidence supplied by the council of __________________________ Christian Reformed Church of __________________________, and having been satisfied that lines of accountability have been established, according to Church Order Article 12-c, concur/do not concur [select one] in the decision of Classis __________________________, in session on ____________________, to approve the position of ____________________ as consistent with the ministry of the Word. This position is to be filled by Rev. ____________________.

Comments (not printed in the *Acts of Synod*):

**Synodical Deputies:**

____________________________

____________________________

____________________________

____________________________

____________________________

**Classis**

____________________________

____________________________

____________________________

____________________________

____________________________

**Classis**

____________________________

____________________________

____________________________

____________________________

**Classis**

____________________________

**Date:** _________________

Copy submitted to: _____ Stated Clerk  _____ Synodical Deputies  _____ Synodical Services Office
Church Order Article 13-c: Loaning a Minister to Another Denomination

Synodical deputies __________________________ (Classis ____________________),
____________________________ (Classis ______________________________), and
____________________________ (Classis _____________________________),
satisfied that synodical regulations have been followed in accordance with Church Order
Article 13-c, concur/do not concur [select one] in the decision of Classis
______________________________, in session on __________________________,
to approve loaning Rev. ______________________________ to serve
__________________________ Church of ________________________________ for not
more than two years (cf. Supplement, Art. 13-c, Regulation e).

Comments (not printed in the Acts of Synod):

Synodical Deputies:

_______________________________________
Classis  _______________________________________
_______________________________________
Classis  _______________________________________
_______________________________________
Classis  _______________________________________

Date: _________________

Copy submitted to: _____ Stated Clerk _____Synodical Deputies _____Synodical Services Office
Church Order Supplement, Article 13-c, Regulation e: Extension of Loan of a Minister to Another Denomination

Synodical deputies __________________________ (Classis __________________________),
____________________________ (Classis ___________________________), and
____________________________ (Classis ___________________________),
having heard the discussion of Classis ___________________________, in session on
____________________________, concur/do not concur [select one] in the decision of
classis to approve the extension of loan, in accordance with Church Order Supplement,
Article 13-c, Regulation e, of Rev. __________________________ to serve the
____________________________ Church of ________________________________
until ______________ [date—not more than 2 yrs.].

Comments (not printed in the Acts of Synod):

Synodical Deputies:

 ________________________________
Classis ________________________________
 ________________________________
Classis ________________________________
 ________________________________
Classis ________________________________

Date: _________________
Church Order Article 14-b: Release from Office to Enter a Ministry Outside the
Christian Reformed Church

Synodical deputies __________________________ (Classis ____________________),,
____________________________ (Classis ____________________), and
____________________________ (Classis ____________________), having heard the discussions relating to the resignation of ______________________, in accordance with Church Order Article 14-b, concur/do not concur [select one] in the decision of Classis ________________________, in session on ____________, to declare that _______________________________ is __________________________
[enter one: honorably released, released, dismissed, or in the status of one deposed] from the office of minister of the Word in the Christian Reformed Church in North America. Effective date: ________________ (for Ministers’ Pension purposes)

Comments (not printed in the Acts of Synod):

Synodical Deputies:

____________________________

Classis ________________________

____________________________

Classis ________________________

____________________________

Classis ________________________

Date: ____________________

Copy submitted to: _____ Stated Clerk  _____Synodical Deputies  _____Synodical Services Office
Church Order Article 14-c: Release from Office to Enter a Non-ministerial Vocation

Synodical deputies __________________________ (Classis _______________________),
________________________________________ (Classis ____________________________), and
________________________________________ (Classis ____________________________),
having heard the discussion of Classis ____________________________, in session on
_______________, concur/do not concur [select one] in the decision of classis to declare,
in accordance with Church Order Article 14-c, that ______________________________ is
________________________ [enter one: honorably released, released, dismissed, or
in the status of one deposed] from the office of minister of the Word in the Christian
Reformed Church in North America to enter a non-ministerial vocation.
Effective date: __________________ (for Ministers’ Pension purposes)

Comments (not printed in the Acts of Synod):

Synodical Deputies:

________________________________________

Classis __________________________________

________________________________________

Classis __________________________________

________________________________________

Classis __________________________________

Date: ___________________
Church Order Article 14-d: Release from Office of One Whose Vocation Is Judged to Be Nonministerial

Synodical deputies __________________________ (Classis __________________________),
______________________________ (Classis _________________________________), and
______________________________ (Classis _________________________________),
having heard the discussion of Classis _________________________________,
in session on ______________________, concur/do not concur [select one] in the
decision of classis to declare, in accordance with Church Order Article 14-d, that
______________________________, having entered a vocation that is judged to be non-
ministerial, is released from the office of minister of the Word in the Christian Reformed
Church in North America.
Effective date: ________________ (for Ministers’ Pension purposes)

Comments (not printed in the Acts of Synod):

Synodical Deputies:

______________________________

Classis ________________________________

______________________________

Classis ________________________________

______________________________

Classis ________________________________

Date: ________________
Church Order Article 14-e: Return to Office of a Person Who Was Released to Enter a Non-ministerial Vocation

Synodical deputies __________________________ (Classis __________________________),
____________________________ (Classis __________________________), and
____________________________ (Classis __________________________),
having heard the interview of the applicant and the discussion of Classis
____________________________, in session on ________________________, concur/do
not concur [select one] in the decision of classis to declare, in accordance with Church
Order Article 14-e, that [Mr./Ms.] __________________________ is eligible for
call to the ministry of the Word in the Christian Reformed Church in North America.

Comments (not printed in the Acts of Synod):

Synodical Deputies:

____________________________

Classis __________________________

____________________________

Classis __________________________

____________________________

Classis __________________________

Date: ______________

Copy submitted to: _____ Stated Clerk  _____Synodical Deputies  _____Synodical Services Office
Church Order Article 17-a: Release from Ministry in a Congregation

Synodical deputies __________________________ (Classis ____________________),
____________________________ (Classis ______________________________), and
__________________________ (Classis ______________________________),

having heard the weighty reasons provided and the discussion of Classis
____________________________, in session on _________________, concur/do not
concur [select one] in the decision of classis to declare, in accordance with Church
Order Article 17-a, that ________________________________ is released
from ministerial service in __________________________ Christian Reformed Church of
________________________.

In keeping with provisions of Church Order Supplement, Article 17-a, the following
stipulations must be met before Rev. ______________________________ may accept a call
or have his/her credentials transferred to another church:

Comments (not printed in the Acts of Synod):

Synodical Deputies:

_______________________________________

Classis ______________________________________

_______________________________________

Classis ______________________________________

_______________________________________

Classis ______________________________________

Date: _________________
Church Order Article 17-c: Extension of Eligibility for Call

Synodical deputies __________________________ (Classis __________________________),
____________________________ (Classis __________________________), and
____________________________ (Classis __________________________), having heard the discussion of Classis __________________________, in session on ________________________, concur/do not concur [select one] in the decision of classis to declare, in accordance with Church Order Article 17-c, that __________________________’s eligibility for call is extended for one year.

Comments (not printed in the Acts of Synod):

Synodical Deputies:

____________________________

Classis __________________________

____________________________

Classis __________________________

____________________________

Classis __________________________

Date: ________________
Church Order Article 17-c: Release from the Office of Minister of the Word

Synodical deputies __________________________ (Classis ______________________________),
____________________________ (Classis ______________________________), and
____________________________ (Classis ______________________________),
having heard the discussion of Classis ______________________________, in session on
____________________, concur/do not concur [select one] in the decision of classis to
declare, in accordance with Church Order Article 17-c, that ______________________
________________ is released from the office of minister of the Word in the Christian
Reformed Church in North America.

Effective date: ________________ (for Ministers’ Pension purposes)

Comments (not printed in the Acts of Synod):

Synodical Deputies:

_______________________________________

Classis _________________________________

_______________________________________

Classis _________________________________

_______________________________________

Classis _________________________________

Date: ____________________
Church Order Article 17-d: Release from the Office of Minister of the Word

Synodical deputies ________________________________ (Classis ________________________),
______________________________ (Classis ________________________), and
______________________________ (Classis ________________________),
having heard the discussion of Classis ____________________________, in session on
________________________, concur/do not concur [select one] in the decision of classis to
declare, in accordance with Church Order Article 17-d, that __________________________
is released from the office of minister of the Word in the Christian Reformed Church in
North America.

Effective date: ________________ (for Ministers’ Pension purposes)

Comments (not printed in the Acts of Synod):

Synodical Deputies:

_______________________________________
Classis ________________________________
_______________________________________
Classis ________________________________
_______________________________________
Classis ________________________________

Date: ________________

Copy submitted to: _____ Stated Clerk  _____ Synodical Deputies  _____ Synodical Services Office
Church Order Supplement, Article 23-a: Declaration that a Commissioned Pastor’s Position Fits Synodical Guidelines

Synodical deputies ____________________________ (Classis ____________________________), ____________________________ (Classis ____________________________), and ____________________________ (Classis ____________________________), having examined the written materials submitted by the council of ________________________ Christian Reformed Church of ________________________, and having compared them with the synodical guidelines re office and ordination, concur/do not concur [select one] with the decision of Classis ________________________, in session on ____________, that the position of ____________________________ (position title) is in keeping with synodical guidelines for commissioned pastors.

This position is to be filled by [Mr./Ms.] ____________________________ (if known).

Has this person completed a learning plan, adopted by classis? YES/NO

Comments (not printed in the Acts of Synod):

Synodical Deputies:

______________________________

Classis ____________________________

______________________________

Classis ____________________________

______________________________

Classis ____________________________

Date: ________________________

Copy submitted to: _____ Stated Clerk  _____Synodical Deputies  _____Synodical Services Office
Church Order Article 24-a: Service of a Commissioned Pastor in an Organized Church as Solo Pastor or Senior Leadership Position (cf. Supplement, Article 24-a)

Synodical deputies __________________________ (Classis __________________________),
____________________________ (Classis __________________________), and
____________________________ (Classis __________________________),

having examined the request submitted by the council of __________________________

Christian Reformed Church of __________________________, concur/do not concur
[select one] with the decision of Classis __________________________, in session on
________________________, that the position of _________________________ (position title) is
in keeping with synodical guidelines for commissioned pastors.

This position is to be filled by [Mr./Ms.] ___________________________ (if known).

Synod requires the synodical deputies to affirm through their written report to synod that a
learning plan has been approved by the classis and the Candidacy Committee for the person
being considered for a solo pastor or senior leadership position in either an emerging or
organized church prior to any examination.

Has this person completed a learning plan, adopted by classis and approved by the Candidacy
Committee? YES/NO

Comments (not printed in the Acts of Synod):

Synodical Deputies:

_______________________________________

Classis __________________________

_______________________________________

Classis __________________________

_______________________________________

Classis __________________________

Date: __________________________

Copy submitted to: _____ Stated Clerk _____Synodical Deputies _____Synodical Services Office
Church Order Article 24-b: Calling a Commissioned Pastor to a Specified Term (see also Supplement, Article 24-b)

Synodical deputies ___________________________ (Classis ___________________________),
_______________________________ (Classis ___________________________), and
_______________________________ (Classis ___________________________), having
examined the request submitted by the council of ________________________ Christian
Reformed Church of ________________________, the terms proposed, and the accountability
of progress in the proposed learning plan of theological education to ordination as minister of
the Word, concur/do not concur [select one] with the leading decision of Classis
________________________, in session on _____________________, that the position of
___________________________ (position title) to a specified term is in keeping with synodical
guidelines for commissioned pastors.

The position is to be filled by [Mr./Ms.] ____________________________.

Synod requires the synodical deputies to affirm through their written report to synod that a learning
plan has been approved by the classis and the Candidacy Committee for the person being
considered for a solo pastor or senior leadership position in either an emerging or organized
church prior to any examination.

Has this person completed a learning plan, adopted by classis and approved by the Candidacy
Committee? YES/NO

Comments (not printed in the Acts of Synod):

Synodical Deputies:
__________________________________________
Classis ______________________________________
__________________________________________
Classis ______________________________________
__________________________________________
Classis ______________________________________

Date: _________________

Copy submitted to: _____ Stated Clerk _____Synodical Deputies _____Synodical Services Office
Church Order Article 38-h: Designation that Multiaffiliation of a Congregation Fits Synodical Guidelines

Synodical deputies ______________________________ (Classis __________________________),
____________________________ (Classis __________________________), and
____________________________ (Classis __________________________),
having examined the written materials submitted by the council of ________________
Christian Reformed Church of ________________________, regarding affiliating with
another denomination in ecclesiastical fellowship, concur/do not concur [select one] that
the decision of Classis ________________________, in session on ________________,
is in keeping with synodical guidelines regarding multiaffiliation as outlined in Church
Order 38-h and its Supplement.

Comments (not printed in the Acts of Synod):

Synodical Deputies:

                                     ________________________________
Classis __________________________________________________________________________
                                     ________________________________
Classis __________________________________________________________________________
                                     ________________________________
Classis __________________________________________________________________________

Date: __________________________
Church Order Articles 82-83: Deposition of a Minister of the Word

Synodical deputies __________________________ (Classis ____________________), __________________________ (Classis ____________________), and __________________________ (Classis ____________________), having heard the grounds submitted by the council of __________________________ Christian Reformed Church of __________________________, and the discussion of Classis __________________________, in session on __________________, concur/do not concur [select one] in the decision of classis to approve, in accordance with Church Order Articles 82 and 83, the deposition of __________________________ from the ministry of the Word in the Christian Reformed Church in North America.

Comments (not printed in the Acts of Synod):

Synodical Deputies:

_______________________________________
Classis __________________________
_______________________________________
Classis __________________________
_______________________________________
Classis __________________________

Date: ________________
Church Order Article 84: Consideration for Reinstatement of a Deposed Minister of the Word

Synodical deputies __________________________ (Classis _________________________),
_________________________ (Classis _________________________), and
_________________________ (Classis _________________________),
having heard the discussion of Classis _________________________, in session on
___________________, concur/do not concur [select one] in the judgment of classis to
declare, in accordance with Church Order Article 84 and its Supplement, that
_________________________ is eligible for call to the ministry of the Word in the
Christian Reformed Church in North America.

Comments (not printed in the Acts of Synod):

Synodical Deputies:

__________________________________________

Classis ______________________________________

__________________________________________

Classis ______________________________________

Classis ______________________________________

Classis ______________________________________

Date: ________________

Copy submitted to: _____ Stated Clerk  _____Synodical Deputies  _____Synodical Services Office