

SYNODICAL DEPUTY

REPORT FORMS

Updated 2019

Office of Synodical Services
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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: _____

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

Church Order Article 8: Declaration of Eligibility for Call

Synodical deputies _____ (Classis _____),

_____ (Classis _____), and
_____ (Classis _____),

having heard the colloquium doctum (doctrinal conversation) of Reverend _____
_____, 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: _____

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 Ecclesiastical Fellowship (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 _____ (name of church) to call Reverend _____ (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*):

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

Synodical Deputies:

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 Reverend
_____.

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 Reverend _____ 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: _____

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: _____

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

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 Reverend _____ 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
_____ 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: _____

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

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: _____

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

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 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 _____,
is in keeping with synodical guidelines for commissioned pastors.

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

Position title (if other than commissioned pastor):

Has this person completed a learning plan, adopted by classis and approved by the
Candidacy Committee, if appropriate? **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 (see also 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 _____ (commissioned
pastor) may serve the congregation as its solo pastor.

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* 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, concur/do not concur
[select one] with the decision of Classis _____, in session on
_____, to call _____ (commissioned
pastor) to a specified term.

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* 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: _____

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 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 _____

Date: _____

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