

Exhibit A to Guidelines

Timeline for the Ordination Process

The process takes approximately four to six years. In the following Timeline, the word “parish” includes missions and other faith communities. The word “rector” includes vicar and other recognized heads of faith communities.

Aspirant	1	[]	Aspirant is an involved member of a parish in the Diocese of Newark.
			The aspirant is an active member (an adult confirmed communicant) of a parish for two years. During this period, the aspirant gets to know the parish and becomes known by parishioners and the clergy.
	2	[]	Anti-Racism, Adult Sexual Misconduct Prevention, and Child Abuse Awareness training programs are recommended to be completed at this time.
1 st Year	3	[]	Aspirant discusses discernment with the rector
	4	[]	Rector or aspirant contacts Conference Chair
	5	[]	Conference Chair meets with the aspirant
	6	[]	A referral is given to the aspirant to discuss vocation with another priest in the Diocese
	7	[]	Parish Discernment Committee is formed
			If the rector and aspirant decide to continue in the process, the aspirant engages in a minimum of six monthly meetings with a group, appointed by the rector, to serve as a discernment committee. Together they explore the aspirant’s gifts, talents, and challenges for the priesthood in this Diocese.
	8	[]	Discernment Committee writes its evaluation.
	9	[]	Rector writes sponsoring letter to Bishop
	10	[]	Rector and Vestry submit canonical form
			If the rector and vestry decide to sponsor the aspirant, they sign a document attesting to this sponsorship and pledging support. Aspirant is now a Nominee.

**Exhibit A to Guidelines
Continued**

2 nd Year Nominee	11	[]	Nominee completes application and essays for Nominee Conference
	12	[]	Nominee attends a Nominee Conference
			After the conference, the Conference Chair provides feedback from the interviews, and provides recommendations to the Nominee about which Postulancy Conference to attend.
	13	[]	Nominee schedules appointment to meet with Bishop
	14	[]	Nominee completes: (a) required documents; (b) medical evaluation; (c) psychological evaluation.
			Copies are sent to the Bishop and the Documents Chair of the COM, as directed in the Guidelines. Fees must be paid before scheduling the psychological evaluation. Nominee makes appointment for psychological and medical evaluations. (Only the Bishop, COM Chair, and COM health care professionals receive the results of the psychological and medical evaluations.)
	15	[]	Postulancy Conference.
			Attended by COM, Bishop, and Standing Committee members. Bishop reviews the COM conference reports and decides whether to make the nominee a postulant.
	16	[]	Background checks are completed.
	17	[]	Adult Sexual Misconduct Prevention, Child Abuse Awareness, and Anti-Racism Training are now to be completed, if not previously completed.
3 rd Year Postulant	18	[]	Liaison from COM is assigned to Postulant.
	19	[]	Ember Day letters are written to Bishop four times a year until ordination; one of those letters each year is sent to Documents Chair.
	20	[]	Postulant begins seminary training at a seminary approved by the Bishop.
	21	[]	CPE required before Candidacy Conference.
	22	[]	Field placement required before Candidacy Conference.

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Continued**

4 th Year	23	[]	Postulant attends a Candidacy Conference in the Spring or Middler Year or Fall of Senior Year.
			Attended by COM, Bishop, and Standing Committee members. (Seminary includes three years: Junior, Middler, and Senior.) Bishop reviews the conference reports and decides whether to make the Postulant a Candidate.
5 th Year Candidate	24	[]	In October, the COM submits Candidate's name to Bishop's office for GOE's
	25	[]	Bishop may write letter releasing Candidate to look in other dioceses for work.
	26	[]	GOE's taken in January; results are received in March.
	27	[]	Education Committee of COM evaluates results of GOE's.
	28	[]	COM votes on whom to recommend to the Standing Committee for ordination to the Transitional Diaconate.
			COM Chair writes letter to Bishop and Standing Committee stating that the candidate has completed requirements for ordination.
	29	[]	Psychological, Medical, and Background Check updates are scheduled by Candidate if it has been 36 months since they were last performed.
			Medical update paid by candidate; psychological and background check updates paid by COM.
	30	[]	Candidate submits paperwork to Bishop for Bishop and Standing Committee.
	31	[]	Candidate appears before Standing Committee, at the request of the Standing Committee.
	32	[]	Candidate is approved by the Standing Committee.
	33	[]	Ordination to the Transitional Diaconate.
			(Usually first or second week in June.)

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Continued**

Transitional Deacon	34	[]	Transitional Deacons are under the guidance of a diocesan program.
	35	[]	Standing Committee will begin to evaluate transitional deacon's file for ordination to the priesthood no sooner than four months after the deacon's ordination.
			COM sends a report to the Standing Committee if a deacon was responsible for assignments during the diaconal period.
			Transitional deacon is expected to have a placement or call.
			Ordination takes place after not less than six months as a deacon.
	36	[]	Ordinand calls Bishop's office to make a date for ordination after notification of approval by Standing Committee.

Note:

The above Timeline is for reference only.

Should there be any discrepancies between this Timeline and the Guidelines for Ordination, of which this is an exhibit, *the information in the Guidelines should be followed.*