



THE CHAPLAINCY INSTITUTE

An Interfaith Seminary & Community

Transfer of Ministerial Standing/ Dual Ministerial Standing

Application - Vocational History & Letter of Intent

We appreciate your interest in joining The ChI Interfaith Community as one of its ordained clergy. We are a spiritual home and community for interfaith ministers, chaplains, spiritual directors, and seekers. The Community provides a place of worship, continued learning, and a support system of accountability for all its members, clergy and lay-leaders.

This form has been created for individuals who are previously ordained but wish to transfer their clergy credentials or have dual affiliation with The ChI Interfaith Community and their current ordaining body. To qualify for a Transfer or Dual Ministerial Standing, candidates must be ordained/commissioned and in good standing with a faith group recognized by the Association of Professional Chaplains (APC). The list of recognized faith groups changes regularly. To confirm that your ordination or commissioning is recognized, please contact the APC at info@professionalchaplains.org or 847.240.1014. If your group is not recognized, you may apply to the Interfaith Studies Certificate Program and pursue the path to ordination.

If you are completing this form, you are seeking to be an ordained Interfaith Minister with The ChI Interfaith Community.

One of the requirements to be considered for ordination as an Interfaith Minister is the participation and completion of a minimum of 2 (and a maximum of 12) courses in the Interfaith Chaplaincy Certificate Course at The Chaplaincy Institute. Completing this application will help us determine where equivalencies to the ChI curriculum and core competency requirements exist within your education, life and work experiences. Based on this application and on a conversation between you and the Dean of the seminary, a personalized curriculum will be developed and agreed upon before you interview with the Director of the ChI Interfaith Community.

Please send this completed document (Sections 1-5) to the address above. We review requests in the order we receive them. After a review of your application materials, we will be in contact with you regarding an interview.

Contents

Section 1	General Information about You
Section 2	Educational History & Professional Ministry Background
Section 3	Personal History with the World's Faith Traditions
Section 4	Letter of Intent
Section 5	Signature

Section 1

General Information about You

Please complete the following sections, regardless of other materials you may attach.

Name
first, middle, last

Preferred pronoun: She / He / They

Address
street, city, state, zip code

Telephone(s)
home, work, cell

E-mail

Birthdate (optional)

NOTE: *In Sections 2 and 3 below, please provide as much detail as possible as this will help CHI determine if waivers may be granted for particular modules.*

Section 2

Education History & Professional Ministry Background

- 1) High School: Graduation Date:

- 2) Bachelors Degree:
School & Date

- 3) Master's Theological or Religious Degree
School Name & Location & Date(s)
Major & List of Courses (please attach a transcript, photocopy acceptable)

- 4) Master's Degree in related field (i.e., Philosophy)
School Name & Location & Date(s)

- 5) Ordaining Body
Date of Ordination

- 6) Other Religious Training (i.e., monastic, post-grad, clinical)
Organization Name & Location & Date(s)
List of training topics and skills developed

- 7) Professional Continuing Education / Other Relevant Training(s)
List Courses, Hours completed
List Certifications, Date completed

- 8) Clinical Pastoral Education
Units, Locations, Completion Date(s)

- 9) Professional Publications & Teaching
List Relevant Publication(s) / Professional Teaching

- 10) Curriculum Vitae
Please attach a resume detailing your Work/Professional Life – please include information about your ordination – date and by what ordaining body.

11) Vocational/Psychological Assessment

This is a requirement for ChI Interfaith ordination. Please provide documentation of successfully completing a similar assessment in a previous seminary program and/or prior to one's original ordination.

Section 3

Integration of the World's Faith Traditions, Other Academic Experience, and Vocational Formation

ChI's founding faculty developed the ChI curriculum to provide students with a comprehensive, integrated, interfaith, and applied-theology education. ChI's core curriculum is covered in eight required course intensives, each offered once a year. Five Threads comprise the curriculum, and establish the Core Competencies for Ministerial Formation, which inform the classroom learning objectives, the homework assignments, and the extra-curricular requirements:

1. **Interfaith Wisdom** – *Engage with the world's knowledge, beliefs, traditions and practices*
2. **Spiritual Psychology** – *Deepen understanding of self and psyche*
3. **Spiritual Leadership & Development** – *Define, express and embody one's personal call to service, and to develop one's leadership style and approach*
4. **Interfaith Ministry & Service** – *Explore spiritual care practices for individuals and communities*
5. **Vocational Formation** – *Design and practice your unique path to service or ministry*

In combination, these elements both prepare and measure each seminarian's readiness for graduation and/or ordination with The ChI Interfaith Community.

Please tell us about your experience(s) with Faith Traditions other than the one you currently claim as your own. Below is a list of the Faith Traditions covered in the Interfaith Studies program at ChI. For each tradition, please describe your experiences in /familiarity with each tradition. A short paragraph or bullet list is fine. For example, it could be that you minored in one of these traditions in your graduate studies or lived for a period of time in a country where this Tradition was dominant. You may have attended some public services for one or any number of these traditions. Perhaps a close family member practices in one of these traditions. Please provide any details you feel will help us better understand your ability to meet and minister with those practicing in each Faith Tradition on this list. Thank you!

Tradition	Your Experience
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Catholic & Orthodox Christianity

Earth Based Traditions

Mahayana Buddhism

Mystical Judaism (Kabbalah)

Mystical Islam (Sufism)

Protestant Christianity

Theravada Buddhism

Judaism

Islam

Hinduism & Sikhism

Spiritual Psychology

Finally, please provide any details (again, a short paragraph or bullet list is fine) you feel will help us better understand your exposure, integration and application of Spiritual Psychology in leadership and ministry. Most specifically, provide training you've received in:

- Psycho-spiritual development
- Self-care and addressing compassion fatigue
- Working with trauma (your own and/or in the lives of others and society)
- In your ministry, when providing spiritual care to and with others, and in the moments when strong emotions are evoked for you, what resources do you call upon for self-awareness and self-care?

Section 4

Letter of Intent

Please create a brief statement (1-2 pages), detailing your interest in the ChI Interfaith Community as an Ordaining / Ecclesiastical Body and spiritual home. Please be sure to include your intended professional goals and outcomes, upon joining the Community as a Clergy Member in Good Standing.

Section 5

Signature

I affirm that the information I have provided is true and accurate to the best of my knowledge.

Signature:

Date:

Printed Name:

Please return this application with your:

____ Resume

____ Transcripts

____ \$65 application fee

____ Two letters of reference. For those wishing to have Dual Ministerial Standing, one of the letters of reference should be from your current ordaining faith group/religious body.

The Chaplaincy Institute, An Interfaith Seminary and Community
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More Information: 510.843.1422