

Checklist of Requirements for Ordination  
& Recognition of a Previous Ordination  
American Baptist Churches of Indiana & Kentucky\*

To begin the process:

- Meet with an ABC-INKY Resource or Executive Minister for an introduction to the ordination process
- Complete the application form
- Complete and sign the self-disclosure questionnaire and background check form
- Become licensed for ministry by sponsoring church
- Be a member of an ABC-INKY church

To be completed and sent (electronically) to the ABC-IN/KY office 30 days prior to the first meeting with CORMS:

- Statement of faith journey and call
- Copy of license for ministry (or certificate of ordination for those desiring recognition)
- Name of mentor, including contact information
- Letter of support from governing board of ordaining church
- Certified transcript from seminary program or approved lay ministry program
- An approved Candidacy Assessment and report to ABC-IN/KY Executive Minister (CORMS)

To be completed and sent to the ABC-IN/KY office 30 days prior to the second meeting with CORMS:

- Current American Baptist Personnel System (ABPS) profile
- Ordination paper
- Evidence of completion of an approved American Baptist History & Polity course
- Evidence of completion of an approved Boundaries & Misconduct Prevention course\*\*
- Signed Covenant and Code of Ethics

Within 10 days following ordination (or recognition of a previous ordination), the candidate will provide the ABC-IN/KY office:

- A copy of the ordination certificate (for new ordinations)
- A copy of the ordination service bulletin (if applicable)

\*See *Ordination Procedures: American Baptist Churches of Indiana & Kentucky (2013)* and *Recommended Procedures for Ordination, Commissioning, for the Christian Ministry in the American Baptist Churches* for a more complete description and discussion of requirements and procedures.

\*\*Two levels are required for all PCLs – the first level must be completed for this process.