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## EFCA WEST

Glorifying God by Multiplying Healthy Churches Among All People

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To: All Credentialing Candidates  
EFCA West churches and ministries

From: Paul Schliep  
Director of Administration & Credentialing

### **To the candidate:**

On behalf of the staff and leadership of EFCA West, I commend you for your desire to pursue an EFCA credential. The purpose of such a credential is to affirm God's call upon your life, to verify that you meet the qualifications and standards for ministry, approve you for ministerial service in the EFCA and to provide legal status in the exercise of your ministry.

Below is a brief outline of the process which will begin upon receipt of your completed preliminary application:

1. You will receive a packet of materials from the EFCA West office that spells out the various requirements involved in obtaining a credential.
2. You will be required to write a doctrinal thesis. Clear guidelines for the thesis will be provided.
3. Your thesis will be reviewed by your assigned credentialing council chairman (an experienced EFC pastor). This review is designed to help you clarify your beliefs and prepare you for the credentialing council interview.
4. Your council chairman will lead a small group of pastors and laymen who will interview you for the purpose of examining your doctrinal beliefs and ministry. The credentialing council interview takes 2-3 hours for licensing candidates and 3-4 hours for permanent credential candidates. Please work closely with your council chairman to set up a time that works for your schedule and the schedules of the council members.
5. Your part of the process generally takes 6-9 months for licensing, and 9-12 months for permanent credentials, depending on the scheduling requirements of your council. Your council will be recorded and transcribed and included with the other documents forwarded to the EFCA Board of Ministerial Standing in Minneapolis for their review. This generally takes an additional 3-6 months.

### **To the church:**

Your pastor is applying for an EFCA credential. This benefits not only him but the church as well, and is one assurance of the doctrinal integrity of your spiritual leader. Please encourage him in this endeavor, giving him the necessary time to complete the various requirements. The church will receive a request from the EFCA West office to provide a written recommendation for your pastor. Also, because there is both time and expense involved, the EFCA office charges a processing fee. Please provide your pastor a check made out to "EFCA West DBOMS" in the amount of \$100 for 3-year license or \$150 for a permanent credential. The fee covers only a portion of the processing expense and payment does not guarantee approval for an EFCA credential. This fee can be reduced for church planters or others for whom the cost is prohibitive. Please contact the office at (209) 667-5789 to request a reduced fee.



STEVE HIGHFILL • Regional Director

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**EFCA**  
**WEST**

DENNIS BAKER • Placement/Transitions STEVE ELLIOTT • Church Planting Coaching TOM GARASHA • Pastoral Care/Coaching  
WIL REGIER • Church Fitness PAUL SCHLIEP • Administration/Credentialing



**EFCA WEST PRELIMINARY APPLICATION FOR MINISTERIAL CREDENTIAL**

THE EVANGELICAL FREE CHURCH OF AMERICA



Name: \_\_\_\_\_ E-mail address: \_\_\_\_\_

Spouse's Name: \_\_\_\_\_

Home Address: \_\_\_\_\_ Tel: ( ) \_\_\_\_\_

City: \_\_\_\_\_ State/Zip Code: \_\_\_\_\_

Current qualifying EFCA West church membership (name of church/city): \_\_\_\_\_

Currently called to/serving (church or institution): \_\_\_\_\_

Address: \_\_\_\_\_

Position: \_\_\_\_\_

This position is ( ) paid ( ) volunteer

How long have you been in this position? \_\_\_\_\_

Do you serve in this position 30 hours or more per week? \_\_\_\_\_

<sup>1</sup> Which credential are you applying for\*? (Please check one.)

- 3-Year License Leading to a Certificate of Ordination
- 3-Year License Leading to a Certificate of Christian Ministry
- Certificate of Ordination (3-year license is a prerequisite)
- Certificate of Christian Ministry (3-year license is a prerequisite)
- Transfer of Ordination: please list current ordination credentials (ordaining agency and date of ordination) \_\_\_\_\_
- Lay Ministry License
- Student Ministry License

For EFCA West office use only:  Date rec'd _____
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What is your educational background or what training have you received for the ministry for which you are applying?

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**Have either you or your spouse been divorced?** \_\_\_\_\_ If yes, a separate procedure is required to determine if you are eligible for licensing. Please contact our office for additional information. Telephone 209.667.5789 or e-mail info@efcawest.org

Mail this form to:  
Credentials  
EFCA West  
2111 Geer Rd., Ste 510  
Turlock, CA 95382

\* **Two items must accompany this application:**

1. ***A letter from you stating your desire and reasons for wanting an EFCA credential. It should be written on church stationery, addressed to the Board of Ministerial Standing and sent in care of the EFCA West office. EFCA West will, in turn, request a letter of recommendation from your church leadership and forward a packet of materials to you detailing the various requirements for credentialing.***
2. ***The processing fee of \$100 (for a 3-year license) or \$150 (for a permanent credential). It is expected that your church will to cover this cost. Please make check payable to EFCA West DBOMS. This fee can be reduced for church planters or others for whom the cost may be prohibitive.***

<sup>1</sup> See the *Steps Toward Credentialing* booklet for a full description of the licenses granted by the Evangelical Free Church of America. **Please note item E. on page 4: "Each credential is the property of the Evangelical Free Church of America and is given to the candidate "in trust."**