

General instructions for the Ordination Exams of the PC(USA)

Your presbytery of care must determine who is ready to write senior ordination exams. **The CPM chairperson or liaison must sign the authorization for (which they should have) and date it.** The assumption is that you will write all four exams at once. IF the Presbytery will allow you to write less than all four exams on the first attempt, explicit WRITTEN PERMISSION must accompany the authorization form.

Your responsibility is to check that the form is complete and accurate, to include any fees, and to get the form to Louisville on time. There is a fee of \$85 per exam (including re-takes), although there is a discount for early registration. The deadline for registration is mid-July for the August tests and mid-December for the January exams. DO NOT WAIT too long to get going on the registration process. Contact your CPM liaison several months in advance to get the process rolling.

The schedule for the exams is as follows:

Friday	8:30 – 8:55 a.m. 9 a.m. – noon	Instructions Theological Competence Exam
	1:15 – 1:30 p.m. 1:30 – 4:30 p.m.	Instructions Worship & Sacraments Exam
Saturday	8:40 – 9 a.m. 9 a.m. – noon	Instructions Church Polity Exam
	12:15 – 12:30 pm	Instructions and announcement of Biblical Exegesis passages
Thursday	9 a.m.	Exegesis papers due to proctor

In preparation for writing the exams, you would be well-served if you:

- read the *Book of Order* and the *book of Confessions*
- review your notes from pertinent classes
- look at past exams in notebooks on reserve in the library

As you prepare, try not to carry too much stress. These exams are passable. All who have been ordained in the past twenty-some years have done it. Watch for orientation sessions in the late spring for the August tests and in the early fall for the January exams.