

Purpose: The purpose of the Commission on Preparation for Ministry (CPM), as delegated by The Presbytery of San Fernando (PSF), is to prepare and guide eligible individuals through the preparation for ministry program. Successfully completing the program enables the Candidate to be ordained as a Teaching Elder in the Presbyterian Church (U.S.A.) and eligible to serve as a Minister of Word and Sacrament in response to a Call to ordered ministry.

Accountability: The CPM shall be accountable to the PSF.

Membership: The CPM shall consist of twelve members. A roughly equal number of Teaching and Ruling Elders shall be selected IAW PSF Standing Rules (2025) Section 7.23. 7.24 and 7.41 for terms of three years, with a second three-year term approved by Presbytery.

Meetings: The CPM shall normally meet once a month and not less than quarterly. These meetings will be conducted by video conference for approximately 60 to 90 minutes. The Administrative Assistant of the Presbytery shall email the final meeting notice, zoom link and final minutes of the previous CPM meeting to all members, those attending from the Presbytery Staff and to guests at least three days in advance.

Officers of the CPM shall be two: Moderator and Vice-Moderator/recorder. Moderator shall be nominated by the Nominating Committee in regular Teaching and Ruling Elder rotation and elected by the Presbytery. The Vice Moderator shall be appointed by the members of the CPM.

Responsibilities and Authorities: CPM shall execute its responsibilities and authorities in accordance with BOO G-2.06, G-3.0109, G-3.0307 and others as applicable. CPM processes are well defined in its Inquirer and Candidate Manual, and the CRE Preparation Manual. Routine tasks do not require oversight or insight from the Presbytery. There are several times during the under-care process that Inquirer/Candidate/CRE's are required to appear before a Stated Call of the Presbytery. Those occasions will continue. The CPM shall have Commission powers to act on behalf of and with the full authority of the PSF if necessary to fulfill responsibilities under G-2.06, sections G-2.0601 – 2.0610 and G-3.03.07.

It is the responsibility of CPM to enter into a covenant relationship with those preparing to become ministers of the Word and Sacrament, their sessions and congregations. By preparing and guiding eligible individuals through the preparation for ministry process, PSF can sustain a stated ministry supply of suitably ordained Teaching Elders that adhere to Reformed Faith traditions. Further, the Candidate entering ordered ministry will have had numerous opportunities to demonstrate, "wisdom, and maturity of faith, leadership skills compassionate spirit, honest repute and sound judgement." (G-2.0607)

BOO General Requirements for Ordination (G-2.06) The CPM will evaluate and approve the following items from an Applicant, Inquirer or Candidate:

1. Minimum two-year process to move from Inquirer to Candidate to Call Ready
2. Transcript with satisfactory grades showing degree assigned from accredited college or university
3. Transcript from accredited Theological institution acceptable to CPM.
4. Courses must include study of Greek and Hebrew with exegesis of Old and New Testament.
5. Successfully complete five PCUSA exams: Bible Content and four Ordination Exams
6. The CPM shall examine a request to waive any requirement or to allow an alternate means of testing and exams. Approval requires a 3/4 vote of CPM which shall be documented.

PSF will continue to require items listed in CPM Manual. The following additional items, listed in the CPM/ICM Manual shall be completed:

- Complete Applicant forms 1a-1c
- Complete Session Evaluation and Recommendation Form 1d
- Be an active member of the sponsoring church
- Complete a Faith Journey Statement
- Complete Background Screening
- Complete Psychological Evaluation
- Complete Presbyterian Coursework
 - History
 - Creeds/Confessions
 - Polity
 - Worship
- Boundary Training prescribed by PCUSA and PSF
- Two Internships in two different parish settings
- Clinical Pastoral Education (CPE)
- Sense of Call Statement
- Six Statements
- Personal Statement of Call (final)
- Exegetical Paper and Corresponding Sermon

CPM reserves the right to levy additional requirements to ensure the following five personal disciplines are mature enough to warrant recommending to COM assigning “Call Ready” status.

- Education for Ministry

Spiritual Development
Interpersonal Development
Personal Growth
Professional Development

Foundational Interdisciplinary Tasks

The Moderator of the CPM shall be a primary member on PSF's Lead Team with voice and vote. The Vice Moderator of the CPM shall substitute as required with voice and vote.

Seven CPM rules designated by PSF to the Commission on The Preparation of Ministry:
(G-3.0109)

1. The CPM is empowered to consider and conclude matters referred to it by the Presbytery.
2. The CPM is empowered to receive Inquirers and Candidates and potential CRE's under care
3. The CPM shall be composed of ruling elders and teaching elders in numbers sufficient to accomplish their work
4. The CPM shall be responsible for relationships with theological seminaries
5. The CPM shall keep a full record of its proceedings and submit copies to the Presbytery.
6. Actions by the CPM shall be regarded as actions by the Presbytery
7. Actions and decisions of the CPM shall be reported to the Stated Clerk of the Presbytery.

CPM shall collaborate and coordinate on all Presbytery rules, guidance, strategy and policy decisions if they impact the intake, processing, graduation of I & C's, CRE's or the CPM as a governing body.

The CPM shall be the primary focus for the training and equipping of those answering the call of Commissioned Ruling Elders (CREs) into Presbytery. The COM shall coordinate with CPM on all actions and processes that impact CRE ordination.