



Admission of Ministers Committee

Purpose

To outline the steps to be completed for a Minister of the Uniting Church who has had their recognition withdraw to be readmitted as a Minister of the Word or Deacon within the Uniting Church in Australia.

Scope

The process applies in the instance where a former Minister of the Uniting Church wishes to be admitted as a Minister of the Word or Deacon within the Uniting Church in Australia, through the Queensland Synod.

Process

1. The applicant will ensure that they have been a confirmed member of the Uniting Church for at least twelve months prior to making application, unless the Presbytery waives this requirement. (Reg 2.5.3.2 (d)(i)).
2. The applicant makes written application to the Presbytery, through the Minister where their membership is held (Reg 2.5.3.2 (a)).
3. The written application will be by letter, including:
 - a. A request to be readmitted as a Minister of the Uniting Church;
 - b. The date at which they became a confirmed member of the Uniting Church;
 - c. The reason why their recognition was withdrawn;
 - d. The reasons why those original reasons no longer apply;
 - e. Any other information that the Church should be aware of when considering the application.
4. Following receipt of the application, the Presbytery will request confidential reports from the Minister and Church Council of the congregation where the applicant's membership is held. They will also arrange for at least two written references to be provided. Reports and references should address the following matters:
 - a. Observations about the applicant's call to ministry and their capacity to exercise the responsibilities of the ministry to which they are applying;
 - b. Observations about the applicant's willingness to participate in the life of the church and accept the discipline and oversight of the church;
 - c. Their knowledge of the reasons why the recognition was withdrawn and the reasons why those reasons no longer apply;
 - d. Any other information about the applicant's character personality and spiritual maturity the Church should be aware of.



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5. When the Presbytery has received all documentation, the Presbytery or a designated committee of the Presbytery shall deal with the application in accordance with Regulation 2.5.3.2 (c) and (d).
6. The Presbytery or designated committee may (reg 2.5.3.2 (e)):
 - a. Commend the applicant to the Synod Admissions of Ministers Committee, by 2/3rd majority of those present;
 - b. Defer the application;
 - c. Reject the application.
7. The applicant must be informed within 14 days of the date of the decision (reg 2.5.3.2 (e)).
8. If the Presbytery decides to commend or reject the application, it must notify the Synod Admissions of Ministers committee, through the Secretary of the Admissions of Ministers Committee, within 14 days of the decision being made. Notification is to include:
 - a. A report that outlines the matters considered;
 - b. Resolutions passed by the Presbytery or designated committee;
 - c. Copies of reports; references and other information gathered;
 - d. The name of the Presbytery's representative to be part of the Synod panel.
9. The Synod Admissions of Ministers Committee is designated as the panel to consider applications (Bylaw Q 3.8).
10. After receipt of an application, the Secretary shall call the Committee together. The Committee will consider the application, whether commended or rejected, in accordance with Regulation 2.5.3.3 (b) and (c).
11. The Synod Admissions of Ministers Committee will determine the application in accordance with Regulation 2.5.3.
12. The Secretary of the Synod Admissions of Ministers Committee will provide written notification to the applicant and Presbytery within 14 days of the decision.
13. The Presbytery will organise a service to mark the readmission of the Minister.

References & Related Documents

Uniting Church in Australia Regulations 2.5.3

Queensland Synod by-laws Q3.7

Revisions & Reviews

#	Date	Reason	Author / Reviewer	Approved
1	22 Sept 2017	New process	D Fender, Associate General Secretary	Associate General Secretary