



MINISTER'S LICENSE PROCESS

1. After having served at least one year as a lay minister, the Ministerial candidate may then be “set forth” into ministry during a local church conference; this requires a one accord commendation and endorsement by the church.
2. If candidate has not completed the Foundations: Minister's Development Program (MDP) educational requirements during the lay minister process, the course must be completed at iddtraining.com. The candidate must also read the Minister's Policy Manual. <https://cogop.org/wp-content/uploads/2025/06/2024-ENG-Ministry-Policy-Manual.pdf>
3. Candidate supplies the following:
 - Minister's License Application
 - Permission to Obtain a Background Check
 - Authorization to Release Information
 - Passport size photo (jpeg)
 - Ministry Policy Manual Licensure Agreement
 - Copy of the MDP Certificate of Achievement
 - Divorce Questionnaire (if requested)
 - Payment of \$10 fee
4. The Church and Pastor Endorsement form should be completed by the church and submitted with the above forms to the State Office.
5. State Bishop:
 - Orders background check
 - Approves or denies request
 - Upon approval, arranges a Ministerial Review Board (MRB) meeting for the candidate
6. If approved, the State Bishop will then draft a letter addressed to the North America General Presbyter affirming his support and endorsement of the candidate.
7. All documents referenced above will then be supplied to the North America Office; where they will be reviewed and approved (or denied) and then sent to the Presiding Bishop's office.
8. After issuing the (1) Minister's Certificate, (2) ID Card, and (3) Letter from the Presiding Bishop, the bundle will be mailed back to the State Bishop for his signature to be affixed to the certificate at which point, he will forward the licensure documents to the pastor. The pastor will make the presentation and the candidate should be celebrated and ordained as a minister.

IMPORTANT: The candidate must be a member of, regular attender of and accountable to the Church of God of Prophecy congregation that is setting him/her forth in order to be considered for licensure.