



THE CANADIAN PRESBYTERY
MANUAL OF PROCEDURE

TABLE OF CONTENTS

PREAMBLE.....	page 1
CHAPTER I: COMPOSITION	page 1
CHAPTER II: AUTHORITY & RESPONSIBILITY	page 1
CHAPTER III: MEETINGS	page 1
CHAPTER IV: PROGRAM FOR STATED MEETINGS	page 2
CHAPTER V: OFFICERS	page 4
MODERATOR.....	page 4
VICE- MODERATOR	page 4
PRINCIPAL CLERK	page 5
READING CLERK	page 6
TREASURER.....	page 6
CHAPTER VI: CANADIAN PRESBYTERY COUNCIL	page 7
CHAPTER VII: COMMITTEES & COMMISSIONS	page 8
OUTREACH CANADA	page 8
CONGREGATIONAL LIFE	page 10
MINISTER & HIS WORK	page 11
NOMINATIONS.....	page 20
STEWARDSHIP.....	page 20
TRUSTEES.....	page 21
MODERATOR'S COMMITTEES	page 22
SPECIAL COMMITTEES	page 22
ECCLESIASTICAL COMMISSION	page 23
CHAPTER VIII: MATTERS NOT PROVIDED FOR	page 23
CHAPTER IX: GOVERNMENT	page 24
APPENDIX 1: RULES FOR SESSIONAL RECORDS	page 25
APPENDIX 2: CALL OF A PASTOR	page 37
APPENDIX 3: STUDENT EXAMINATION QUESTIONS	page 39
APPENDIX 4: PSALM 133	page 40

(1st edition 2005)

THE CANADIAN PRESBYTERY **MANUAL OF PROCEDURE**

PREAMBLE

The rules governing the Canadian Presbytery of the Associate Reformed Presbyterian Church are, in general, those contained in the Standards of the Associate Reformed Presbyterian Church and are expanded in the manual.

The boundaries of the Canadian Presbytery includes the provinces of Newfoundland, Nova Scotia, Prince Edward Island, New Brunswick, Quebec, and Ontario, east of longitude eighty-two degrees west; however, any inquiries from fellowships in all parts of Canada seeking affiliation with the Associate Reformed Presbyterian Church are to be directed to the Canadian Presbytery (186th Meeting of the General Synod 1990 p. 448).

CHAPTER I: COMPOSITION

The members of the Canadian Presbytery shall consist of all the ministers, in number not fewer than two (2), and at least one (1) ruling elder from each congregation within the geographical boundaries of the Presbytery. (F.O.G. XII C. 1, 2 & 3).

CHAPTER II: AUTHORITY AND RESPONSIBILITY

See F.O.G. XII B.

CHAPTER III: MEETINGS

PART A

Article 1

Stated Meetings, as governed by F.O.G. XII C. 5, shall ordinarily be held in January via teleconference call, in the Ontario Region in the Spring, and in the Maritime Region in the Fall of each year.

Article 2

Meetings shall be ordinarily held in the churches of the Presbytery in a location best suited for the occasion.

Article 3

The time of the meetings, and any special order, if not set by the Presbytery, may be set by the Moderator and Principal/Stated Clerk, in consultation with the members of the Presbytery Council.

PART B

Article 1

Adjourned Meetings are governed by F.O.G. XII C. 5.

PART C

Article 1

Called Meetings are governed by F.O.G. XII C. 6 & 7.

CHAPTER IV: PROGRAM FOR STATED MEETINGS

PART A

Article 1

The program plans for the Stated Meetings shall be made by the Moderator and Principal/Stated Clerk of Presbytery, in consultation with the host minister or an elder, and with members of Presbytery Council.

PART B

Article 1

The Moderator, Principal/Stated Clerk of Presbytery and the host minister shall be responsible for the printing of the program.

PART C

Article 1

The program for all Stated Meetings shall ordinarily include the following:

- a) Spring and Fall Meetings
 - (1) Registration
 - (2) Moderator Constitutes the Presbytery with Prayer
 - (3) Message by the retiring or incoming Moderator or one appointed by him (FOG XII C5)
 - (4) Sacrament of the Lord's Supper shall be celebrated each year **at the Spring and Fall meetings of the Canadian Presbytery.**
 - (5) Welcome by the host Church
 - (6) Constitution of the Role
 - (7) Recognition of Guests
 - (8) Outreach Canada: Recommendation of floor & voting privileges for an Elder from each Mission Church
 - (9) Communications
 - (10) Unfinished Business
 - (11) Election of Moderator (Stated Spring Meeting)
 - (12) Introduction and Confirmation of Vice-Moderator (Stated Spring Meeting)
 - (13) Appointment of Committees
 - (14) Presentation of the Program
 - (15) Call for Papers for Referral
 - (16) Report of the Presbytery Council
 - (17) Ecclesiastical Commission Reports

- (18) Treasurer's Report
- (19) Budget (January Meeting)
- (20) Standing Committee Reports
- (21) Order of the Day
- (22) Meal
- (23) Afternoon Devotional / Student Sermon
- (24) Special Committee Reports
- (25) Moderator's Committee Reports
- (26) New Business
- (27) Memorials to the General Synod are best considered in the Fall and Winter Meetings
- (28) Adoption of Date and Place for next Meeting
- (29) Announcements
- (30) Reading and Adoption of Minutes
- (31) Adjournment
- (32) Singing of the 133rd Psalm
- (33) Benediction

b) January Teleconference

- (1) Roll by the Clerk as people come into the tele-conference call
- (2) Reading of Scripture and Prayer by the Moderator *or one appointed by him*
- (3) Outreach Canada: Recommendation of floor & voting privileges for an Elder from each Mission Church
- (4) Items needing action now by committee (Not a full committee report)
- (5) New Business
- (6) Reading and Adoption of Minutes
- (7) Adjournment
- (8) Benediction

PART D

Article 1

Occasionally, the Council shall endeavour to stress some aspect of the work of the General Synod through a guest speaker or mini-seminar.

PART E

Article 1

The Sacrament of the Lord's Supper shall be celebrated each year alternating *at the Spring and Fall meetings of the Canadian Presbytery*. The host church shall be responsible for leading and preparing this service.

PART F

Article 1

Candidates for the ministry shall preach their Sermon of Progress at the Stated Spring or Fall Meeting as determined in consultation with the Minister and His Work Committee.

CHAPTER V: OFFICERS

PART A: MODERATOR

Article 1

Manner of Selection: The Moderator must be a member of the court over which he presides and is to be elected by it at the Stated Spring Meeting. Any Teaching or Ruling Elder is eligible to the office of Moderator.

Article 2

Term of Office: He shall take office on July 1 for one calendar year.

Article 3

Duties:

- a) Call to order and preside over the meetings of Presbytery.
- b) Announce the business before the court.
- c) State and put all questions properly brought before the court.
- d) Take the vote and announce the results.
- e) Decide all questions of order, subject to an appeal to the house by any two members.
- f) Appoint a Vice-Moderator for confirmation by the Presbytery.
- g) Appoint Moderator's Committees.
- h) Serve as Chairman of the Presbytery Council.
- i) Deliver a sermon or give an appropriate address at the opening of the Presbytery or appoint someone else to do so.
- j) Appoint Moderator of Session for vacant churches.

PART B: VICE-MODERATOR

Article 1

Manner of Selection: The Vice-Moderator must be a member of the Presbytery-at-large and is chosen by the Moderator Elect. He must be a Teaching or Ruling Elder and shall be confirmed by the Presbytery at the Stated Spring Meeting. (In the case of the election of a Ruling Elder his congregation may still send an Elder delegate to represent them).

Article 2

Term of Office: He shall take office on July 1 for one calendar year.

Article 3

Duties:

- a) Assist the Moderator as requested to do so.
- b) Serve as a member of the Presbytery Council.
- c) Assume the duties of the Moderator in the absence of the Moderator.

PART C: PRINCIPAL/STATED CLERK

Article 1

Manner of Selection: The Principal/Stated Clerk shall be nominated to the Presbytery by the Committee on Nominations and shall be elected by the Presbytery.

Article 2

Term of Office: The Principal Clerk shall be elected at the Spring Stated Meeting for a three-year term to begin on July 1.

Article 3

Duties:

- a) Keep a roll with the addresses of the members and approved supplies.
- b) Record all proceedings.
- c) Receive and record documents acted upon by the court.
- d) Record all unfinished business to come before the court.
- e) Sign all official papers.
- f) Send and receive all official communications on behalf of the Presbytery.
- g) Publish the minutes.
- h) Serve as custodian for all Presbytery records. A copy of all minutes to be sent to Redeemer College, Ancaster, Ontario to be stored in their archives.
- i) Serve as a member and secretary of the Presbytery Council.
- j) Notify the General Synod's Boards and Committees of the name and address of the Chairman of the corresponding Canadian Presbytery Committee.
- k) Give at least ten days notice of all Presbytery meetings.
- l) Keep an up-to-date calendar of General Synod and Presbytery events so that where possible, conflicting meetings may be avoided.

- m) Upon request by committee chairman the meeting notices and/or reports will be prepared and mailed from the clerk's office.
- n) Inform by letter all those who have been elected to (serve on) the Presbytery Committees.
- o) Notify Chairmen of new members with addresses and phone numbers.
- p) Prepare the official roll for the Canadian Presbytery for the meeting of the General Synod.
- q) Serve as contact person within the presbytery for the General Synod's Board of Annuities and Relief.

PART D: READING CLERK

Article 1

Manner of Selection: The Reading Clerk shall be nominated to the Presbytery by the Committee on Nominations and shall be elected by the Presbytery.

Article 2

Term of Office: The Reading Clerk shall be elected at the Stated Spring Meeting for a three year term and is to begin on July 1.

Article 3

Duties:

- a) Assist the Principal Clerk.
- b) Take the roll at all Presbytery meetings.
- c) Call the roll whenever required.
- d) Present business to the court in order determined by the Moderator or agenda.
- e) Read reports to the court except when the report is presented by a representative of a committee.
- f) Perform the duties of the Principal Clerk in his absence.
- g) Serve as a member of the Presbytery Council.

PART E: TREASURER

Article 1

Manner of Selection: The Treasurer shall be nominated to the Presbytery by the Committee on Nominations and shall be elected by the Presbytery.

Article 2

Term of Office: The Treasurer shall be elected at the Stated Spring Meeting for a three year term to begin July 1st.

Article 3

Duties of the Treasurer:

- a) Serve as the custodian of all funds committed to the Presbytery.
- b) Maintain an up-to-date and accurate record of all receipts and disbursements.
- c) Make a financial report to the Presbytery at each Stated Meeting.
- d) Assist the Committee on Stewardship in the development and supervision of an annual budget.
- e) To remit funds from the Church Planting Fund for use in the Canadian mission churches, as authorized by the Presbytery in consultation with the Board of Outreach North America.
- f) Serve as an ex-officio member of the Presbytery Council.
- g) Serve as an ex-officio member of the Committee on Stewardship.

CHAPTER VI: CANADIAN PRESBYTERY COUNCIL

The Presbytery Council is the Executive Committee of the Canadian Presbytery. Its purpose is to promote and coordinate programs of the various committees and agencies of the Canadian Presbytery, and to relate the program of the General Synod to the Presbytery and to the local churches.

It is responsible for long-range planning on behalf of the Presbytery. In addition, the Presbytery Council is empowered to act on behalf of the Presbytery in all routine matters of business and report their activities to the next Stated Meeting of the Canadian Presbytery for its approval.

PART A: Membership

Article 1

The Council shall be composed of not fewer than five (5) principal officers of the Canadian Presbytery and the chairmen of all standing committees.

PART B: Meetings

Article 1

The Canadian Presbytery Council will meet as needed, at the call of the Moderator or Principal Clerk, or two members of the Council. A quorum shall consist of a majority of the principal officers plus, at least, one committee chairman.

PART C: Duties

Article 1

Coordination of committee work is most often done through the regular

functioning and oversight of Presbytery meetings. If, between meetings of Presbytery, problems arise over coordination of committees or commissions, it is the function of the Council to inquire and make any needed adjustment. The Council can help to coordinate duties and assignments among committees of the Presbytery, and make recommendations to avoid duplication of duties and assignments.

Article 2

It is fitting that the Council review the Minutes of Synod and call to the attention of the Presbytery and local congregations the actions, recommendations, and directives that relate to the Presbytery and congregations. The same may be accomplished by having the Principal Clerk, or other officers of the Presbytery, bring a reminder of these actions to the Presbytery.

Article 3

Among the powers of the Presbytery Council to act on behalf of the Presbytery are: the authority to transfer ministers who are in good and regular standing upon request, and to prepare the annual report for the General Synod.

CHAPTER VII: COMMITTEES AND COMMISSIONS

A committee is appointed to study matters referred to it by the Canadian Presbytery and to make recommendations to the presbytery on the basis of these studies. Its recommendations require action by the Presbytery.

A commission of the Presbytery is appointed with authority to act for the Presbytery and its actions are recorded at the next Presbytery meeting.

PART A: STANDING COMMITTEE

A standing committee is a body appointed to oversee a specific area of the Canadian Presbytery's work which is of a permanent manner. All standing committees shall submit a written report to the Presbytery at each stated meeting.

The membership of standing committees shall be members in good standing of the Presbytery or of congregations within the Presbytery.

PART B: OUTREACH CANADA

Article 1

Membership:

- a) This committee shall have at least four (4) members chosen from the Presbytery-at-large in view of special interests or abilities.

- b) Members of the committee shall be elected at the Fall Meeting to serve a four-year rotation term beginning January 1 of the next calendar year. Members shall not be eligible for re-election to the committee until one (1) year has elapsed after the close of their term of service.
- c) The Chairman of the Outreach Canada Committee shall be the Canadian Presbytery's representative to the General Synod's Board of Outreach North America. In the event the Chairman is unable to serve in this capacity, the committee shall designate one of its members to serve in this position.

Article 2

Duties:

- a) This committee shall be responsible for promoting a continuous program of evangelism and church extension through the various channels of the Presbytery.
- b) It shall be charged with the responsibility of promoting interest throughout the Presbytery in the extension program of the General Synod.
- c) It shall cooperate with non-self-supporting churches in supplying empty pulpits with the regular ministry of the preaching of the Gospel.
- d) It shall maintain up-to-date studies of all Mission congregations within the bounds of the Presbytery. It shall note their present problems and project future needs and the ability of the congregation to meet those needs.
- e) It shall provide guidance for non-self-supporting congregations in planning the remodeling of existing buildings and locating new buildings.
- f) It shall work in concert with the Committee of the Minister and His Work to guide and counsel all Mission Congregations in securing a Pastor/Stated Supply Pastor.
- g) It shall oversee the organization of new churches.
- h) It shall oversee the reception of particular (already organized) churches.

Article 3

Guidelines For Overseeing Mission Congregations

- a) The Provisional Session shall receive printed monthly financial statements outlining monies received and disbursed during the month and also a statement of year-to-date receipts and disbursements.
- b) The Treasurer appointed for the Mission Congregation shall be a member of the Associate Reformed Presbyterian Church.
- c) To avoid any appearance of evil it is required that two tellers count the weekly offering and sign the account slip.

- d) All income-tax receipts issued by the mission must be on a printed receipt form and include the following:
- the church name in full
 - the church address being used
 - the church's charity number assigned by the Canadian Customs and Revenue Agency
 - the donor's name
 - the donor's address
 - the date of receipt
 - an official signature of the one empowered to sign the receipt
- e) The Treasurer will keep the charity number for the Presbytery in Canada on file, in the event of an audit.
- f) The Provisional Session is strongly urged to budget line items for Presbytery causes. The Canadian Presbytery has three funds: the Presbytery Expense Fund; the Canadian Church Development Trust; and Denominational Ministries. The Provisional Session should make budgetary recommendations for each of these.
- g) The Provisional Session shall determine all principles of worship in the mission (BOW, IV, B).
- h) The name of the mission shall clearly reflect connection to the Associate Reformed Presbyterian Church.
- i) All mission developers must publicly appear before the Presbytery at least once per year to answer any questions.
- j) The Provisional Session is to provide an Annual Report to the Outreach Canada Committee.

PART C: CONGREGATIONAL LIFE

Article 1

Membership:

- a) This committee shall have at least four (4) members chosen from the Presbytery-at-large in view of special interests or abilities.
- b) Members of the committee shall be elected at the Fall Meeting to serve a four-year rotation term beginning January 1 of the next calendar year. Members shall not be eligible for re-election to the committee until one (1) year has elapsed after the close of their term of service.

Article 2

Duties:

- a) This committee shall prepare, distribute and receive congregational reports and other reports of the local congregations.

- b) It shall observe and report to the presbytery any developing trends, significant programs and activities, and other needs in the lives of the local churches and other official organizations of the Presbytery. The committee should receive information reports from all churches and organizations, such as newsletters, etc. to help them in this task.
- c) It shall prepare and maintain a history of the Presbytery, including the history of member churches and other official organizations of the Presbytery.
- d) The Congregational Life Committee shall examine the Sessional Records at the Stated Spring and Fall Meetings of Presbytery.
- e) It shall report to the presbytery its findings in writing and also furnish the clerk a list of churches which were delinquent in failing to bring their Sessional Records to the Stated Spring or Fall Meetings. The Clerk will keep this list as unfinished business for the Stated Spring Meeting.
- f) It shall ordinarily meet prior to the Stated Spring and Fall Meetings of the Presbytery to commence the examination of Sessional Records. Thus all churches are asked to have their Sessional Records at the host church for the committee to commence its work.
- g) It shall also be responsible for matters of promotion, publicity, and publications of the Canadian Presbytery.

Article 3

Rules for Sessional Records (see Appendix 1)

PART D: MINISTER AND HIS WORK

Article 1

Membership

- a) This committee shall have at least four (4) members chosen from the Presbytery-at-large in view of special interests or abilities. This committee shall have a balance of ruling and teaching Elders and be representative of the churches in the Presbytery. A quorum shall consist of three members.
- b) Members of the committee shall be elected at the Stated Fall Meeting to serve a four (4) year rotation term beginning January 1 of the next calendar year. Members shall not be eligible for re-election to the committee until one (1) year has elapsed after the close of their term of service.

Article 2

Duties

a) **Work of the minister**

- (1) The committee shall have special responsibility in the area of the

relationship of the minister and congregations and shall receive and consider matters which pertain to the work of the minister.

- (2) It shall counsel with ministers as to their needs and make recommendations to the Presbytery where necessary.
- (3) It shall direct the labours of ministers who are without a pastoral charge. Such ministers shall be required to submit a report of their work to the committee by January 31 of each year.
- (4) It shall counsel with church Sessions as to their ministerial needs or difficulties and make recommendations to the Presbytery where necessary.
- (5) It shall encourage churches having duly installed pastors to have an annual review of their Pastoral Call and to counsel churches not meeting the requirements of the Presbytery as stated in the terms of the call.

b) **Candidates for the Ministry**

This committee shall have special responsibility over those men who seek to enter the Christian ministry.

A candidate shall be a member of an Associate Reformed Presbyterian Church for at least three (3) months and be endorsed by the Session thereof after having examined the candidate's saving relationship to Christ, his knowledge of the Gospel, his Christian character, and his call to the ministry and qualifications for performing the same. The Session shall forward a copy of their endorsement to M&HW Committee.

- (1) A Letter of Endorsement from the Session shall include the following:
 - (a) A brief history of his church membership and spiritual growth;
 - (b) Comments on his spiritual gifts and involvement in the ministry of the church;
 - (c) The Session's reasons for endorsing this man and attesting his call;
 - (d) If married, comment upon his wife's spiritual growth and her support of his call;
 - (e) If he has children, comment upon his role as a father and the spiritual atmosphere of the home.
- (2) It shall examine candidates for the ministry (F.O.G. X D 1-a, b, c) and present them to the Presbytery. If the Presbytery gives an affirmative vote to receive the candidate under care, a Service of Recognition shall follow. (See F.O.G. X D 1 d). Following the

prayer, the Moderator shall declare:

"In the name of the Lord Jesus Christ, the great Head of the Church, I do now by the authority of the Canadian Presbytery, declare that you are acknowledged and received as a candidate for licensure and ordination in the Associate Reformed Presbyterian Church, and I do now direct that your name be recorded on the roll of this Presbytery as a candidate for the Christian Ministry."

The Moderator shall here present a Bible provided by the Presbytery for this purpose and he shall say:

"Take now this Bible and be diligent to study the things that are written therein, that as much as in you lies, you may faithfully and truly teach the Gospel of the grace of God and be an example of faith and holy living."

- (3) It shall recommend to the Presbytery the appointment of a mentor from the Presbytery for each student under its care. This sponsor shall not be either the student's minister or a professor of his seminary. The mentor shall keep in touch with the student concerning his progress, needs, plans, and other matters that would help the student prepare for the Christian ministry.
 - (a) Responsibilities of the Mentor:
 - (i) The mentor shall write annually before January 31 to M&HW Committee stating the progress of the student, noting any problems, academically or otherwise, and noting areas of commendation;
 - (ii) The mentor will review the candidate's academic courses, asking him to furnish information on his school and his course load each year;
 - (iii) The mentor will pray for and with the candidate and give encouragement, making inquiry about his family financial situation, with sensitivity to problems they may be experiencing.
- (4) It shall report to the Presbytery at its Stated Spring Meeting the progress of each student. The student shall deliver a Sermon of Progress, at either the Stated Spring or Fall Meeting as determined by the Committee in consultation with the student, from a text approved by this committee at least six weeks prior to the meeting of Presbytery.

- (5) Students under the care of the Presbytery who are enrolled in theological studies shall receive an annual bursary towards their tuition for a period not exceeding four (4) years. The bursary shall be administered by M&HW Committee in coordination with the Stewardship Committee. Presbytery shall cover up to \$400.00 of the cost of a student's travel to called Presbytery meetings annually for a period not exceeding four years.
- c) **Students Coming Under Care**
- (1) **Steps to Licensure**
- (a) The candidate shall be enrolled in seminary studies while under care of the Presbytery. (See F.O.G. X, A, 1, (g), which states that the candidate will furnish evidence of having obtained a baccalaureate degree. Normally, the extraordinary clause shall apply to persons at least fifty (50) years of age and this shall be done at a stated meeting.
- (b) A written statement of his Christian beliefs may be submitted to M&HW Committee for review, following which the candidate may read this statement presented before the body of the Presbytery.
- (c) Ordinarily a candidate shall preach three sermons before Presbytery, with the third being the licensure sermon. The first sermon will be from the New Testament, the second from the Old Testament, and the third from a text of the candidate's choice. Following the preaching of each sermon, the Presbytery shall have opportunity to give constructive criticism. **The candidate shall submit a written exegesis paper and manuscript copy of his third sermon to the M&HW committee at least three weeks prior to the meeting at which the sermon is to be preached.**
- (d) The M&HW Committee shall meet at least annually with the student, reviewing the mentor's re-port and discussing his progress. This will include a discussion of his sermon progress. The M&HW Committee must ascertain that candidates studying at a non-Associate Reformed Presbyterian institution are furnished with material to supplement their studies on Associate Reformed Presbyterian polity and church history.
- (e) Before licensure the M&HW Committee shall ex-amine the candidate in English Bible, Theology, Church History, and Polity/Pastoral Care to determine his fitness for a Presbytery Floor Examination. If the student is found to be deficient in any of the four areas, the M&HW committee and the mentor

shall assign remedial work with a view to correcting the deficiency.

- (f) The candidate for licensure shall be examined on the floor of Presbytery in open session in these four areas: English Bible, Theology, Church History, and Polity/Pastoral Care. The M&HW Committee will appoint four (4) presbyters, at least three (3) weeks prior to the examination, and furnish each of those four examiners with sample questions (the examinee also having been supplied with a full preparatory list of topics and questions). The four examiners will each have a maximum of ten questions. Following each set of questions, the floor will be open to questions.
- (g) If the examinations are sustained, a service of Licensure shall be held, as per F.O.G. X, C, 8.

(2) **Requirements for Ordination**

- (a) The Presbytery, through its M&HW Committee, shall make certain all academic credentials are in order.
- (b) A proper call shall be submitted to the Presbytery, which it shall review and then extend to the candidate.
- (c) The candidate shall publicly answer the questions in F.O.G. X, D, 2, g, 1-8, at the time of his ordination.

d) **Licensure, Ordination, and Installation:**

This committee shall have special responsibility over the services of licensure, ordination, and installation of ministers.

- (1) It shall examine candidates for licensure and present them to the Presbytery. For the Procedure of licensing, see F.O.G. X c. At the close of the licensing service, the Moderator shall cause the licentiate to kneel and have a dedicatory prayer. The candidate shall stand and the Moderator shall say;

"In the name of the Lord Jesus Christ, and by the authority which He has given to the Church, we do license you to preach the Gospel as a probationer for the Christian Ministry, and may the blessings of God rest upon you and the Spirit of Christ fill your heart. Amen."

- (2) It shall examine candidates for ordination and present them to the Presbytery. For the procedure for ordination see F.O.G. X D 2.
 - (a) Prior to presenting the candidate to the Presbytery, the committee shall thoroughly examine the candidate for and satisfy itself that he would be approved by the Presbytery. If

the candidate is not ready for ordination, the committee should with-hold his name until such time as he is prepared for an examination on the floor of the Presbytery.

- (b) The committee shall present the candidate for ordination to a meeting of Presbytery following the steps in F.O.G. X D 2 b-e, to which is added the following requirements to the candidates sermon: The candidate shall submit at least three (3) weeks prior to the meeting of Presbytery at which he desires to be ordained a written exegesis of an assigned passage of Scripture and a written sermon derived from the exegesis. After the exegesis and sermon have been approved by the committee, the candidate will preach his sermon before the Canadian Presbytery. If the candidate for ordination has been licensed by the Canadian Presbytery within the previous 24 months, the requirement for the written exegesis and written sermon shall be waived.
- (c) On the appointed day for ordination, the Presbytery (or its Ecclesiastical Commission), shall lead in service of ordination following F.O.G. X 2 f-j to which is added following the ordination prayer and before the right hand of fellowship, the following declaration:

"In the name of the Lord Jesus Christ, the great Head of the Church, and by the authority of the Canadian Presbytery, I now declare you duly ordained to the office of the Christian Ministry, committing unto you authority to preach the Word, to administer the Sacraments and to bear rule in the Church."

The service shall end with a solemn charge to the newly ordained minister. The new minister may be asked to pronounce the benediction.

- (d) Upon Presbytery's acceptance of the minister into its membership, the Presbytery or its commission shall hold a service of ordination and installation as outlined in the F.O.G. (X D 3).
- e) **Churches Without a Minister:**
This committee shall have special responsibility for churches without a minister in assisting with the procurement of pulpit supplies and giving guidance in the process of calling a Minister.

- (1) It shall maintain active supervision over all churches with vacant pulpits in the Presbytery.
 - (a) As soon as a pulpit is declared vacant, the Session shall seek the counsel of this committee before making arrangements for a pulpit supply.
 - (b) The Moderator of Presbytery shall appoint a Moderator for the Session of the vacant Church. The Session shall notify the appointed Moderator of each meeting of the Session.
 - (c) To aid Sessions in supplying their pulpits, the committee shall maintain an approved list of ministers, candidates for ministry, and ruling elders to supply pulpits. Any minister or layman of another denomination who wishes to be on this list may be examined and approved by this committee before being added to the list.
 - (d) At each Stated Meeting of Presbytery, the Session of a church without a minister shall report through this committee those who have supplied their pulpit since the last meeting of Presbytery and its plans for pulpit supply in the next six (6) months. No supply shall serve a church for more than 12 months without approval of this committee.

- (2) Securing a Pastor – (F.O.G. X E)

It shall have special responsibility in helping a church process a call for the service of a minister. In addition to the F.O.G. X E, the following procedures should be followed in calling a Minister:

 - (a) As soon as practical after the pulpit has become vacant, the Session shall meet with the M&HW Committee of Presbytery. The Session shall then call a Congregational Meeting to elect a Pulpit Nominating Committee. The Pulpit Nominating Committee may be representative of the whole congregation. The committee shall elect a Chairman and Secretary.
 - (b) In conference with the Session and Deaconate the committee shall determine the terms of a call which may be offered within the bounds of the congregation's budget. The expenses of the Pulpit Nominating Committee should be paid by the congregation.
 - (c) The committee shall then meet with the Presbytery's Committee on the Minister and His Work for instruction and counsel before they proceed to contacting candidates.

- (d) When the committee has agreed upon a person to recommend, it shall then relate this information to the M&HW Committee, which shall arrange to meet with the candidate for examination.
 - (e) After the M&HW Committee has given its approval, the nominating committee shall request the Session to call a Congregational Meeting for the purpose of hearing and acting upon the request of the nominating committee.
 - (f) When the Session approves the request of the Pulpit Nominating Committee and calls a Congregational Meeting, the meeting shall be presided over by the moderator of the Session appointed by the Presbytery, who shall be responsible for having a call properly drafted (F.O.G. X E 7B). This call should comply with Presbytery's minimum terms which are updated and recorded in the Stated Fall Meeting of Presbytery. The form of the call is as follows: (see Appendix 1).
 - (g) Following the Congregational Meeting, the Moderator shall forward the call and the attestation of the call to the M&HW Committee for review and recommendation to Presbytery. If the call is in order, the M&HW Committee shall arrange for a meeting of the Presbytery to examine the pastor-elect. If the Presbytery approves, the call will be presented to the pastor-elect for acceptance. If accepted, the pastor-elect shall then be granted permission to move onto the field of service.
- f) **Transfer and Dissolution of Pastoral Relationships:**
- (1) This committee shall oversee the transfers of ministers into the Presbytery (See F.O.G. X G).
 - (2) This committee shall oversee the dissolution of pastoral relationships (See F.O.G. X F).
- g) **For ARP Ministerial Transfers Into The Canadian Presbytery**
- (1) The Moderator of a session shall submit the name of a candidate to the M&HWC, which shall meet with and examine him in respect to his beliefs and Christian character, (as per F.O.G. X, G, 1, (c)). If M&HW Committee recommends him to the Presbytery, the candidate shall be examined in open session of the Presbytery as to his beliefs, Christian character, and qualifications. (Presbytery may assign two or more of its members to conduct a public examination when circumstances require.)
 - (2) The candidate will not move onto the field until the Presbytery has accomplished all of the above and votes upon the terms of the call.

h) **Non-ARP Ministers Transferring Into The Canadian Presbytery**

Principles and procedures laid down in the F.O.G. X, G must be observed. In particular:

- (1) Evidence shall be supplied the M&HW Committee certifying education equal to that required of ARP ministers.
- (2) The applicant shall be assigned reading on ARP history, distinctive, and polity, to be administered by M&HW Committee.
- (3) An acceptable certificate of transfer must be received. When such a formality is unavailable M&HW Committee shall use whatever means it deems feasible to satisfy its concern for legitimacy.
- (4) A written statement of his beliefs and his Christian testimony is required.
- (5) The M&HW Committee may in some instances require certain written exams.
- (6) Two or more examiners shall be appointed by the M&HW Committee, at least three weeks in advance of the examination session. These examiners are to be informed of the background of the transferring minister.
- (7) Requirements of Part B shall also be met.

i) **Concerning the Ethical Relationships of a Minister to his former field of labor**

- (1) When the Presbytery dissolves the pastoral relationship, that pastoral relationship is dissolved. Only the person duly installed by the Presbytery is authorized to perform pastoral services among a particular congregation.
- (2) For a pastor or associate pastor to return to a former parish as their pastor, is for him to show a lack of taste and disregard for the minister who is there. The same is true for continued attendance at congregational functions, continued visiting among the congregation, or in the hospitals.
- (3) If he does return to assist in pastoral services such as weddings or funerals, it should be at the invitation of the pastor who is on the field.
- (4) In this connection, the people are urged to give consideration to the pastor on the field, whom they have called; and are to give him due respect by calling upon him to perform these services.
- (5) When a minister leaves his Presbytery or is retired within the Presbytery, the Principal Clerk of the Presbytery is requested to

- send him a copy of these relationships in order that we all may be reminded to give respect to those who shall succeed us.
- (6) The M&HW committee shall oversee and make recommendations to the Presbytery of any other ethical concerns in the minister's life requiring the Presbytery's action.

PART E: NOMINATIONS

Article 1

Membership:

- a) This committee shall have at least four (4) members chosen from the Presbytery at large in view of special interests or abilities.
- b) Members of the committee shall be elected at the Stated Fall Meeting to serve a four-year rotation term beginning January 1 of the next calendar year. Members shall not be eligible for re-election to the committee until one (1) year has elapsed after the close of their term of service.
- c) The Chairman of the Nominations Committee shall be the Canadian Presbytery's representative to the General Synod's Committee on Nominations. In the event the chairman is unable to serve in this capacity, the committee shall designate one of its members to serve in this position.

Article 2

Duties:

- a) The Committee on Nominations shall seek to determine the best available persons to perform the Presbytery's work and to present their names to the Presbytery at the Stated Fall Meeting for election to the respective offices and committee positions of the Presbytery.
- b) Each Session shall submit to the Committee on Nominations a list of names of qualified persons who are willing to serve as officers and/or committee members for the Canadian Presbytery.
- c) In the event of a resignation or inability of a committee member to serve as demonstrated by missing two (2) consecutive meetings, the Nominating Committee shall present a replacement's name to the next Stated Meeting of the Canadian Presbytery to fill the unexpired term.

PART F: STEWARDSHIP

Article 1

Membership:

- a) This committee shall have at least four (4) members chosen from the Presbytery-at-large in view of special interests or abilities.

- b) Members of the committee shall be elected at the Stated Fall Meeting to serve a four (4) year rotation term beginning January 1 of the next calendar year. Members shall not be eligible for re-election to the committee until one (1) year has elapsed after the close of their term of service.
- c) The Treasurer of the Canadian Presbytery shall be an ex-officio member.
- d) The Chairman of the Stewardship Committee shall be the Canadian Presbytery's representative to the General Synod's Board of Stewardship. In the event the chairman is unable to serve in this capacity, the Committee shall designate one of its members to serve in this position.

Article 2

Duties:

- a) This committee is responsible for developing a program for deepening the commitment of the Presbytery in terms of time, abilities, and material goods.
- b) It should develop a program of study and training to help the churches understand the General Synod's program of Stewardship.
- c) It should promote a continuous stewardship emphasis in cooperation with the General Synod's Board of Stewardship.
- d) It shall assume responsibility for the Denominational Ministry program of the Presbytery.
- e) Each Standing Committee and Officer of the Canadian Presbytery shall present to the Stewardship Committee a budget request for the following year by December 1 of the present year.
- f) It shall prepare the Presbytery's annual budget.
- g) The printing, distribution and authorization of expense vouchers and mileage allowance shall be carried out by this committee.

PART G: TRUSTEES

Article 1

Membership:

This committee shall have at least four (4) members chosen from the Presbytery-at-large in view of social interests and abilities. Members of the committee shall be elected at the (Stated) Fall Meeting to serve a six year term beginning January 1 of the next calendar year. Members shall not be eligible for re-election to the committee until one (1) year has elapsed after the close of their term of service.

Article 2

Duties:

- a) To receive and/or transfer real property on behalf of the Presbytery.
- b) To enter into purchasing and/or selling property on behalf of the Presbytery.
- c) To issue or receive mortgages on behalf of the Presbytery.
- d) To be thoroughly familiar with the A.R.P.C. "Form of Government" as it applies to church property.
- e) To see that each particular church has a registered deed.
- f) To encourage local churches to secure a safe deposit box for housing of "official copies" of deeds.
- g) To keep abreast of liability issues which may concern the Presbytery and her Mission churches.

PART H: MODERATOR'S COMMITTEES

The Moderator's Committees are appointed by the Moderator at the regular meetings of the Canadian Presbytery to serve for duration of one regular meeting. Their function is to review reports and papers referred to them and make recommendations as are necessary to accomplish the discharge of their duties.

Article 1

Excuses and Leaves of Absence

All Ministers, Elders representatives, licentiates and students who are unable to attend the Stated Meetings of the Canadian Presbytery are required to send to the Principal Clerk a request for excuse. These shall be referred to this committee for recommendation of approval or disapproval. The committee shall make recommendation to the Presbytery of necessary discipline for those who do not fill this requirement.

Article 2

Resolutions

It shall be the duty of this committee to acknowledge and thank all those responsible for the welfare of the Canadian Presbytery in its Stated Meetings. In addition, this committee shall make any recommendations to the Presbytery that are necessary for the total fulfillment of fellowship, work, and personal dedication to the life of the church.

PART I: SPECIAL COMMITTEES

A Special Committee shall be appointed whenever the work of the Canadian Presbytery requires it. The Moderator or Nominating Committee shall appoint members whenever authorized by the court. The committee

shall be convened by its first named member and shall organize at its first meeting.

PART J: ECCLESIASTICAL COMMISSION

An Ecclesiastical Commission is a body appointed and empowered by the Canadian Presbytery to examine, consider, and conclude certain designated business.

Article 1

Membership:

- a) Membership of the Commission shall be no fewer than three (3) in number consisting of at least two (2) Ministers and one (1) Ruling Elder.
- b) An Ecclesiastical Commission appointed to hear a judicial case shall be no fewer than five (5) in number, of which at least three (3) shall be Ministers and two (2) Ruling Elders.

Article 2

Duties:

- a) An Ecclesiastical Commission may be formed to take testimony in judicial cases, to install ministers as pastors, to consider and seek solutions for problems of disorder in congregations, to affect the organization or merger of congregations, and to perform similar Ecclesiastical functions.
- b) A judicial case brought before the Canadian Presbytery may, with consent of the party, be committed to the judgement of the Ecclesiastical Commission. In such cases, the commission appointed must be satisfactory to both parties. The action of the Ecclesiastical Commission may be amended, appealed, or reversed by a majority vote of the Canadian Presbytery at its next Stated Meeting.

CHAPTER VIII: MATTERS NOT PROVIDED FOR

Such matters and details of church government or procedure not expressly provided in this manual shall be determined by the Canadian Presbytery, according to the general principles of the "Form of Government" of the General Synod of the Associate Reformed Presbyterian Church and the established order and policy of the church.

CHAPTER IX: GOVERNMENT

PART A:

The Presbytery shall be governed in its meetings by the Form of Government of the Associate Reformed Presbyterian Church, the Manual of Procedure of the Canadian Presbytery, and where none of these applies, by Robert's Rules of Order (Revised).

PART B:

Proposed amendments to the Manual of Procedure of the Canadian Presbytery shall be presented in writing. Such amendments must be approved by the Presbytery at a Stated Meeting and shall become Order of the Day at the next Stated Meeting. If approved at the time of final consideration, the amendment is enacted and becomes a part of the Manual of Procedure of the Canadian Presbytery.

PART C:

Any rule of the Presbytery, except that provided for in the amendment of the Manual of Procedure of the Canadian Presbytery, may be suspended for a particular meeting or until the next Stated Meeting by consent of the members present.

RULES FOR SESSIONAL RECORDS

PREAMBLE:

The keeping of proper Sessional Records is a matter of great importance. Scripture exhorts us to "let all things be done decently and in order" (1Corinthians 14:40). As the Presbytery examines the Sessional Records annually, it has an opportunity to inquire into the order of a local church. The proper keeping of Sessional Records is of great importance historically as they are the primary source documents charting the history of the church. Finally these Records describe the congregational and spiritual health of a congregation and its leadership. It is in this context that the following rules are the policy of the Canadian Presbytery for the keeping of Sessional Records and the minutes shall attest to each of the following:

THE RULES:

1. Name of the church on the outside cover.
2. Rules for Sessional Records affixed to the inside of the book's front cover.
3. Monthly meetings were held.
4. Each meeting was opened and closed with prayer.
5. The time, place and names of those in attendance shall be stated.
6. Clear evidence of a quorum present is to be adhered to at all meetings.
7. Minutes of each meeting should be read and approved at the next subsequent meeting, or as soon thereafter as practicable.
8. Neatness is always insisted upon.
9. Separate records of baptisms, deaths, admissions, de-missions, roll of officers, and marriages are to be kept and to be annually reviewed and so noted in the Sessional minutes.
10. In compliance with the Form of Government, evidence stating that the session has read and examined the minutes of the Board of Deacons at least yearly.
11. Names of the appointed delegates and/or alternate to Presbytery/Synod recorded. Afterwards call upon the delegate appointed to report as to his attendance.
12. The Congregational Life Committee of Presbytery

will mark defects, and note points of commendation on Records just after the last page and be approved, stamped and signed by the Principal Clerk of Presbytery.

13. Minutes must be sent to the Stated Spring or Fall Meeting of the presbytery. The Principal Clerk of Presbytery is to make note of delinquency and call the matter up at the Stated Spring Meeting as unfinished business.
14. Record the number which partakes of the sacrament of the Lord's Supper.
15. A loose-leaf book may be used on a temporary basis until such time as the minutes can be bound in a permanent bound record book.
16. The pages shall be numbered consecutively.
17. Minutes of Congregational meetings should be signed and included in the Session Record book, or attest that the Session has annually checked to make sure the Congregational Record book is in order if a separate book is used.
18. Minutes must be signed by the Moderator and Clerk of Session.

CALL OF A PASTOR

We, the officers and members of the _____ Associate Reformed Presbyterian Church of _____, being well satisfied with your ministerial qualifications, and confident that we have been led to you by the Holy Spirit as one whose ministry will be profitable to our Spiritual interest, do earnestly call you _____ to undertake the office of Pastor of this congregation. On the acceptance of this call we promise you in the discharge of your duty all proper support, encouragement, and obedience in the Lord. That you may devote yourself wholly to the ministry of the Word, we promise and obligate ourselves to:

- (a) Pay you an annual salary of \$_____ in at least monthly payments.
- (b) Housing (Check all that apply):
 - (1)_____ Provide you with the free use of a manse with utilities.
 - (2)_____ Provide you with the free use of a manse without utilities.
 - (3)_____ Provide you with a housing allowance of \$_____ in at least monthly payments.
- (c) Utilities of \$_____ annually.
- (d) Pay your moving expenses.
- (e) Grant you a travel allowance of \$_____ annually.
- (f) Pay _____ per km for all church related mileage outside of a 40 km radius of the church.
- (g) Grant you a book allowance of \$_____ annually.
- (h) Pay you and your dependents participation in an insurance program equitable to that provided by other churches in the General Synod (Life, dependent life, medical, dental, accidental death and dismemberment, and disability).
- (i) Pay into a Retirement Plan at a percentage equal to the amount set by the General Synod for American A.R.P. churches
- (j) Grant you an annual vacation of _____ weeks.
- (k) Grant you an annual study leave of _____ weeks.
- (l) Grant you _____ weeks to hold evangelistic services with church paying for a supply pastor.

- (m) Pay all expenses for meeting of Presbytery and Synod
- (n) Review with you annually the adequacy of this compensation.
- (o) Other.

In testimony whereof we have respectively subscribed our names this _____
day of _____ A.D. _____.

Signatures:

- 1. Elders
- 2. Deacons
- 3. Members

STUDENT EXAMINATION QUESTIONS

ENGLISH BIBLE
OLD TESTAMENT

1. Why is it critical that we consider the first three chapters of Genesis as being historical?

2. (The questioner may want to select one or two of the following)
Give a brief historical sketch of the life of the following people and their importance in Scripture:
Adam Noah Abraham Isaac Jacob
Joseph Moses Joshua Deborah Ruth
Gideon Samuel David Solomon
Rehoboam Jeroboam Elijah Elisha
Hezekiah Josiah Jeremiah Ezekiel Daniel
Nehemiah Malachi

3. (The questioner may want to select one or two of the following)
Locate the following key passages:
Passover Ten Commandments Day of Atonement New Covenant
"The just shall live by faith" The Shema
The Messianic Psalms
"I am going to send my messenger"

4. (The questioner may want to select one or two of the following)
Locate the following key events by book and chapter as well as date:
Creation Fall
Flood Babel
Promise to Abraham Sign of Abrahamic Covenant
The Exodus Fall of Jericho
Jacob wrestling with the angel The anointing of David
Davidic Covenant Dedication of the Temple
Division of the kingdom The Exile
The return from exile

5. If you have to pick a key chapter in Isaiah, which one would it be and why?

6. Outline the book of Judges, and comment on the main characters?

7. What is the theology of the book of Judges?
8. Why do you think the book of Ruth was included in the Bible?
9. Identify and discuss two Messianic Psalms.
10. What is the theme of the book of Habakkuk, and how does it apply to us today?

NEW TESTAMENT

1. To whom were the four Gospels written?
2. What are the distinctive features of each of the gospels?
3. Name and locate three of Jesus' parables and briefly discuss them.
4. Name and locate three of Jesus' miracles and briefly discuss them.
5. Interpret the "I AM" statements of Jesus.
6. How do you explain Jesus' references to Adam, Abel and Noah as being historical characters?
7. (The questioner may want to select one or two of the following)
Give a brief historical sketch of the life of the following people and their importance in Scripture:

Herod the Great	Herod Antipas	Pharisees
Sadducees	Peter	John
John Mark	James	Paul
Silas	Timothy	
8. Outline the book of Acts mentioning the main themes, character, and events.
9. Outline the book of Romans.
10. Compare the teachings of James and Paul on 'justification by faith'.
11. (The questioner may want to select one or two of the following)
What was the purpose for Paul writing to the following:

Galatians	Ephesians	Philemon	Titus
-----------	-----------	----------	-------

12. (The questioner may want to select one or two of the following)

Locate Scriptures dealing with the following topics:

Deity of Christ	His Death	The Resurrection	The Second Coming
Spiritual gifts	Civil government		
Work	The Church	Biblical discipline	Women in the church
Giving	Money		
Marriage	Divorce	Family	
Heaven and Hell	Suffering	Baptism	
The Lord's Supper	Christian Sabbath		
Ordering of Christian Worship			
Duties and qualification of an Elder			
Forgiveness and Reconciliation			

13. (The questioner may want to select one or two of the following)

Locate the following passages:

The birth of Jesus	Baptism of Jesus
Temptation of Jesus	Sermon on the Mount
Lord's prayer	Transfiguration
The prodigal Son	Woman at the well
The Vine	The Good Shepherd
Feeding the 5000	High Priestly prayer
Triumphal entry	Last Supper
Crucifixion	Resurrection
Ascension	Great Commission
Pentecost	Conversion of Paul
Jerusalem Counsel	Philippian Jailer
Law as a schoolmaster	Love chapter
Fruit of the Spirit	Armor of God
The mind of Christ	"Man of Lawlessness"
Pressing towards the mark	Fought the good fight
Melchizedek	Living stones
Not forsaking the assembly	The elect lady
God chastening those He loves	The millennium
Problems with the tongue	The great white throne

14. How do you understand the book of Revelation?

THEOLOGY

1. Have you read and are you in full agreement with the Westminster Confession of Faith and the Larger and Shorter Catechisms?
2. Are there any places that you have disagreements or reservations? If so, explain.

3. Do you believe in the Inerrancy of Scripture?
4. What do the Scriptures principally teach?
5. Discuss the issue of gender with respect to God.
6. Respond to this statement: "The doctrine of the Trinity as we have it today is human invention, therefore, it is unbiblical." Use Scripture in your response.
7. How would you explain the Trinity to a new believer?
8. How do the three Persons of the Trinity relate to one another?
9. If you were asked, "What difference does the Trinity make in my life as a believer?" how would you respond?
10. What is God's work of Providence?
11. What do you understand by mankind being created in the image of God?
12. Where did man's soul come from? When?
13. Why did God create humanity, and for what purpose?
14. Explain the covenant of Works?
15. What caused the fall?
16. What were the effects of the Fall upon Adam and Eve?
17. What is sin?
18. Are all sins equal and will they be equally punished?
19. Is God responsible for sin?
20. Discuss the guilt of sin and consequence of sin.
21. What is original sin?
22. Is there an age of accountability for sin?

23. If God is good and all-powerful, explain AIDS, deformed babies, and natural disasters.
24. To what extent is man's will free, and to what extent can man seek after God?
25. Explain 'Total Depravity'.
26. Respond to this statement: "Everyone is born innocent. Sin is something that is learned from others."
27. What is the doctrine of God's Eternal Decree?
28. Explain Covenant Theology as you would to a new believer.
29. Discuss the relationship between the Old and New Covenant.
30. How ere believers justified under the Old Covenant?
31. Discuss the biblical teaching regarding predestination, election, and reprobation.
32. Explain the doctrine of the pre-existence of Christ. Give Scriptural grounds for this doctrine.
33. In the Apostle's Creed we affirm that Christ was born of the Virgin Mary. Why is the statement in the creed, and what is its importance?
34. Why was it necessary for Christ to be fully God and fully human in order to secure our salvation?
35. What is the Kenosis doctrine?
36. What are the three offices of Christ, and what do we mean by them?
37. Where is Jesus now, does He have a body, and what is He doing?
38. (The questioner may want to select one or two of the following)
 Explain the following doctrines:

Predestination	Election	Justification
Adoption	Sanctification	Glorification

39. (The questioner may want to select one or two of the following)
 Define the following:
 Expiation Propitiation Reconciliation Redemption
 Imputation
40. What is Biblical Repentance as outlined in the Westminster Confession of Faith?
41. What is the role of The Holy Spirit in our salvation?
42. Explain the order of salvation?
43. What are the 'Means of Grace'?
44. Explain the acrostic TULIP. Do you agree with every part of this acrostic?
45. How do you view the role of women in church leadership.
46. How do the gifts in 1Corinthians 12 & 14 apply to the Church today?
47. Do miracles occur today?
48. What are the theological reasons for paedobaptism?
49. Are there any circumstances under which you would re-baptize someone?
50. Explain the presence of the Lord in the Lord's Supper.
51. How does Calvin's view of Christ presence at the table differ from the Catholic, Lutheran, and Zwinglian view?
52. What is your understanding of the 'regulative principle' and how do you see its application in the church?
53. What is the role of the Old Testament Law in modern society?
54. How would you define Theonomy?
55. What is the relationship between church and state?
56. What are the major views concerning the end times? Summarize each.

57. How does the adoption of each of these views affect the way in which we relate to this world and the way we minister to it?
58. What is your millennial view?
59. What is the nature of the Kingdom of God?
60. What is the relationship of the Kingdom of God to the Church?
61. What is the relationship between the Church and Israel?
62. What is the nature of the final judgment?
63. What do you believe concerning the intermediate state?
64. What is the biblical basis for the doctrine of eternal punishment?
65. What is your philosophy of Church Growth?
66. Outline the Westminster Confession.
67. Outline the Shorter Catechism.

CHURCH HISTORY

GENERAL

1. What is the value of studying church history?
2. (The questioner may want to select one or two of the following)
Briefly identify and give dates for the following:

Council of Nicea	Council of Chalcedon	Reformation
Counter reformation	Heidelberg Catechism	Belgic Confession
Synod of Dort	Westminster Assembly	Pietism
Great Awakening(s)	Old/New school	
3. (The questioner may want to select one or two of the following)
Define the following terms:

Scholasticism	Babylonian Captivity	Humanism
Radical Reformation	Puritanism	Modernism
Fundamentalism	Neo-Orthodoxy	
4. (The questioner may want to select one or two of the following)
Discuss the following Heresies and controversies and how they apply to the church today:

Ebionism	Gnosticism	Montanism
----------	------------	-----------

Manichaeism	Monarchianism	Modalism
Arianism	Semi-Arianism	Macedonianism
Apollianarianism	Nestorianism	Eutychianism
Monophysitism	Monothelitism	Trinitarian
Christological	Donatist	Pelagianism
Augustinianism	Semi-Pelagianism	
Semi-Augustinianism		

5. Discuss the debate between Augustine and Pelagius.

6. (The questioner may want to select one or two of the following)
Identify the following and discuss their main contribution to the Church:

Polycarp	Clement	Ignatius	Marcion
Justin	Constantine	Arius	Eusebius of Caesarea
Tertullian	Chrysostom	Jerome	Pelagius
Augustine	Anselm	Aquinas	Wycliffe
Tyndale	Huss	Erasmus	Calvin
Martin Luther	Zwingli	Knox	Beza
Melanchthon	Bullinger	Hubmaier	Cranmer
Latimer	Ridley	Coverdale	Arminius
Ignatius Loyola			

7. What were the "sola's" of the reformation?

8. (The questioner may want to select one or two of the following)
Identify the following:

Richard Baxter	John Owen	John Bunyan	Matthew Henry
----------------	-----------	-------------	---------------

9. (The questioner may want to select one or two of the following)
Discuss briefly the teachings of the following:

Karl Barth	Paul Tillich	Cornelius Van Til	Francis Schaeffer
------------	--------------	-------------------	-------------------

10. (The questioner may want to select one or two of the following)
Identify the Following:

Jonathan Edwards	Gilbert Tennant	Zinzendorf
George Whitefield	John Wesley	Charles Finney
Charles Hodges		

11. Discuss the Charismatic Movement and its influence on the modern Church.

ASSOCIATE REFORMED PRESBYTERIAN CHURCH

1. Give a brief outline of the Covenanters and their influence on this denomination.
2. Give a brief outline of the Seceders and their influence on this denominations.
3. How would you explain what it means to be Reformed to an inquirer.

4. (The questioner may want to select one or two of the following)
Who were the following and what is their contribution towards the ARP Church?
John McMillan Thomas Nairn Edward Fisher
Ebenezer Erskine Ralph Erskine James Fisher
Thomas Clark John Mason Jr. John Brown
Donald Cargill

5. What was the Marrow Controversy?

6. What were the main issue that led to the Seceders breaking away?

7. (The questioner may want to select one or two of the following)

What is significant about the following dates:

1733 1743 1782 1802 1822 1946
1979

8. "We are a confessional church." What do you understand by that statement?

POLITY/PASTORAL CARE

POLITY

1. What are the Standards of the ARP Church?
2. How many churches are required to form a Presbytery?
3. What is the quorum of a congregational meeting?
4. What is the quorum for a session meeting?
5. Describe the task of each office in the local congregation.

6. How are members received into the ARP?
7. What is the procedure for a church to withdraw from the ARP church?
8. (The questioner may want to select one or two of the following)
Who has the primary responsibility for the following:

Calling of a congregational meeting	Preparing a budget
Ordaining a minister	Calling a Pastor
Overseeing worship services	
Receiving new members	
Dissolving a pastoral relationship	
9. (The questioner may want to select one or two of the following)
Define the following:

Board	Commission	Committee
-------	------------	-----------
10. Explain the procedure for disciplining an elder who is not performing his duties?
11. What are the procedures that must be followed by a church member who has a complaint about the Pastor?
12. What are the five kinds of church censure?

PASTORAL CARE

1. How would you describe your philosophy of ministry?
2. What is your philosophy of Christian Counseling?
3. (The questioner may want to select one or two of the following)
How would you counsel someone involved in one of the following issues:

Homosexuality	Abortion	Euthanasia
Suicide	Premarital sex	
4. (The questioner may want to select one or two of the following)
What scriptures would you use in counseling someone on the following subjects:

Divorce	Marriage to an unbeliever	Premarital sex
---------	---------------------------	----------------

5. On most mission fields there is a shortage of male leadership. If you were approached by a gifted woman who felt called of God to preach the gospel, how would you go about encouraging her?
6. How can you use Calvin's threefold use of the law in pastoral care?
7. (The questioner may want to select one or two of the following)
How would you counsel the following:
 - a) Two unbelievers who asked you to marry them.
 - b) Two unbelievers who asked you to baptize their child.
 - c) Someone who was unsure of their salvation.
8. Explain the use of TULIP in evangelism?

PERSONAL LIFE

1. Explain briefly your conversion experience to Christ
2. Do you anticipate marriage? If so what qualities would you look for in your potential wife?
3. How does your wife feel about you entering the ministry, and how does she perceive her role?
4. Have you any doubts at all at this point concerning your inward call as a Teaching Elder?
5. What three things do you see as priorities in carrying out the work of a Pastor?
6. Describe your devotional life.
7. Do you possess the gifts and qualities of a Teaching elder as laid down by Paul in 1Tim. 3:1-7 and Titus 1:6-9? Which of these gifts or qualities have you cultivated in the last month?
8. Who would you look to as a mentor and who in Church History has influenced the most?
9. What are your motives for wanting to prepare for ministry in the A.R.P.?
10. Are there things in this denomination that you would like to see changed?

APPENDIX 4

In keeping with the rich heritage of Psalm singing in the Associate Reformed Presbyterian Church and the custom of General Synod to close its stated meeting with the singing of the 133rd Psalm, the Canadian Presbytery includes this Psalm here for the close of its stated presbytery meetings.

PSALM OF CHRISTIAN UNITY

Psalm 133. C.M.



Behold, how good a thing it is And how becoming well. Together
Like precious ointment on the head, That down the beard did flow. Ev'n Aaron's
As Hermon's dew, the dew that doth on Zion's hills descend For there the



Such as brethren are in u - ni - ty to dwell! In u - ni - ty to dwell!
beard, and to the skirt Did of his garments go. Did of his garments go.
blessing God's commands. Life that shall never end. Life that shall never end.