PROCESS FOR REINSTATEMENT TO THE SYNODICAL ROSTER

DP receives request for reinstatement

DP conducts background check

DP contacts the Secretary of the Synod to determine if he has information regarding the worker's removal from the roster.

If applicant has served in another church body after leaving the LCMS, DP contacts appropriate judicatory official for recommendation

Has worker been off the roster for two (2) years or more?

YES

DP sends notice to the Secretary of the Synod for publication in the Lutheran Witness or Reporter

Deadline for submitting a notice for publication in the next Lutheran Witness and the Reporter is the 20th day of the month (e. g., March 1 issue deadline is January 20.)

Secretary of the Synod sends DP all correspondence received on applicant

Deadline for receiving any correspondence is the 5th day of the month following publication (e.g., March 1 publication has a correspondence deadline of April 5.)

DP conducts or requests an interview of the applicant

An interview is required when an ordained minister has been off the roster for more than 5 years, and when a commissioned minister has been off the roster for more than 8 years.The DP may request an interview at other times.

Commissioned Ministers: In the case of previous sexual misconduct or divorce, the interview must be conducted by a panel of three (3) DPs appointed by the chairman of the COP.

DP provides interview committee with all relevant information necessary to conduct a thorough interview.

Chairman of COP provides interview committee with a copy of materials filed by previous interview committees.

Interview Committee provides DP with a written report of the interview and a recommendation. A copy of the report is filed with the Chairman of the COP.

NO

DP may send notice to the Secretary of the Synod for publication in the Lutheran Witness or Reporter

DP may conduct or request an interview of the applicant

DP submits application to the Secretary of the Synod

COP acts upon the application for reinstatement

DP informs the applicant of the decision of the COP

Decision of the COP is published in an official periodical of the Synod

If reinstated, Secretary of COP informs Dept. of Rosters and Statistics of the reinstatement

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