



MINISTER REINSTATEMENT

Application/Handbook

Equipping for Excellence in Ministry



CORNERSTONE
CONFERENCE



OFFICE OF THE SUPERINTENDENT
CORNERSTONE CONFERENCE IPHC

Equipping For Great Commission Ministry

Dear Minister,

Please let me express my appreciation for your interest in returning to ministry in the Cornerstone Conference IPHC.

The Cornerstone Conference is a body of International Pentecostal Holiness Churches existing to equip ministers and churches to fulfill the Great Commission. Our desire is to obey God by raising up Great Commission leaders. We invite you to join us in obeying Christ's command in Matthew 9:38; *"The harvest is plentiful but the workers are few. Ask the Lord of the harvest, therefore, to send out workers into his harvest field."*

My prayer for you is that you will find and follow God's wonderful plan for your life and ministry. May you sense His presence as you prepare for this highest of callings.

The following pages will describe the process of reinstating your credentials as well as participation in our training for our ministers. If you have any questions while completing these forms please don't hesitate to contact myself or my Executive Assistant, Tennille Nichols by calling 336-656-7936.

Sincerely,

A handwritten signature in black ink that reads "Mike Ainsworth". The signature is written in a cursive, slightly slanted style.

Mike S. Ainsworth, Superintendent
Cornerstone Conference, IPHC

Warmest Christian Greetings:

I am grateful for your desire to become a reinstated minister in the Cornerstone Conference. Regardless of the circumstances that resulted in your departure from our ranks, we count it an honor to assist you in fulfilling God's will for your life in your quest to become formally reunited with us. Our ultimate aim is to enjoy the reciprocal blessings of working along side you as we seek to see the Kingdom of God increase on earth.

The Cornerstone Conference Ministerial Credentialing Committee is charged with the process of conducting the work of the Cornerstone Conference Executive Council in matters pertaining to the credentialing process. The Ministerial Credentialing Committee will make every effort to expedite the process of your reinstatement. Your diligence in completing the application, meeting with the Ministerial Credentialing Committee and Executive Council as deemed necessary, submitting the necessary documents for updating your file, and compliance with the recommended guidelines set forth by the Ministerial Credentialing Committee and Executive Council should result in your goal of reinstatement.

As we work together in the process of your reinstatement, please do not hesitate to contact the Conference Office or me should you need clarification or have questions. May God bless you and your ministry is my heartfelt prayer.

Yours For Him,

A handwritten signature in black ink, appearing to read "H. Garry Yeatts". The signature is written in a cursive style with a horizontal line above the name.

H. Garry Yeatts
Cornerstone Conference Ministerial Credentialing Committee Chairman
Cornerstone Conference Biblical Ministries Institute Director

Some Preliminary Matters

Your previous experience as a credentialed minister in the Cornerstone Conference provided you a unique understanding. The doctrinal expressions of the IPHC are seldom amended; however, the polity of the denomination is subject to adjustments for the purpose of keeping the IPHC relevant to the culture and times in which it seeks to carry out its mission and vision. Changes in polity typically occur in the General Conference and Quadrennial Conference sessions.

Depending on the length of your absence as a credentialed minister in the Cornerstone Conference, changes in polity may have experienced slight and sometimes significant change. For that reason, excerpts from the IPHC Manual and Bylaws of the Cornerstone Conference are provided. Please read the following sections carefully, as they may have been amendments, deletions, and additions since you were last a credentialed minister in Cornerstone.

All candidates seeking reinstatement in the International Pentecostal Holiness Church Cornerstone Conference must be in harmony with the Fourteen Articles Of Faith; The Covenant of Commitment; The Denominational By-Laws Pertaining To Clergy; and the Cornerstone Conference By-Laws Pertaining To Clergy.

The Fourteen Articles of Faith¹

1. We believe there is but one living and true God everlasting, of infinite power, wisdom and goodness; Maker and Preserver of all things, both visible and invisible. And in the unity of this Godhead there are three Persons of one substance of eternal being, and equal in holiness, justice, wisdom, power, and dignity; the Father, the Son, and the Holy Ghost.
2. We believe that the Son, who is the Word of the Father, the very and eternal God, of one substance with the Father, took man's nature in the womb of the blessed virgin; so that two whole and perfect natures, that is to say, the Godhead and the manhood were joined together in one Person, never to be divided, whereof is one Christ, very God and perfect man, who actually suffered, was crucified, dead, and buried, to reconcile the Father to us, and to make atonement, not only for our actual guilt, but also for original sin.
3. We believe that Christ did truly rise again from the dead, and took again His body, with all things appertaining to the perfections of man's nature, and ascended into heaven and there sits until He shall return to judge all men at the last day.
4. We believe that Christ did truly rise again from the dead, and took again His body, with all things appertaining to the perfections of man's nature, and ascended into heaven and there sits until He shall return to judge all men at the last day.
5. We believe in the verbal and plenary inspiration of the Holy Scriptures, known as the Bible, composed of sixty-six books and divided into two departments, Old and New Testaments.

¹ *IPHC Manual: 2017-2021*, Constitution, Article IV: Articles of Faith, pp. 40-41, <http://www.iphc.org>

We believe the Bible is the Word of God, the full and complete revelation of the plan and history of redemption.

6. We believe that eternal life with God in heaven is a portion of the reward of the finally righteous; and that everlasting banishment from the presence of the Lord and unending torture in hell are the wages of the persistently wicked (Matthew 25:46; Psalm 9:17; Revelation 21:7-8).
7. We believe that Jesus Christ shed His blood for the remission of sins that are past, for the regeneration of penitent sinners, and for salvation from sin and from sinning (Romans 3:25; 1 John 3:5-10; Ephesians 2:1-10).
8. We believe, teach, and firmly maintain the scriptural doctrine of justification by faith alone (Romans 5:1).
9. We believe that Jesus Christ shed His blood for the complete cleansing of the justified believer from all indwelling sin and from its pollution, subsequent to regeneration (1 John 1:7-9).
10. We believe in sanctification. While sanctification is initiated in regeneration and consummated in glorification, we believe that it includes a definite, instantaneous work of grace achieved by faith subsequent to regeneration (Acts 26:18; 1 John 1:9). Sanctification delivers from the power and dominion of sin. It is followed by life-long growth in grace and knowledge of our Lord and Savior Jesus Christ (2 Corinthians 4:16; 2 Peter 3:18).
11. We believe that the Pentecostal baptism of the Holy Ghost and fire is obtainable by a definite act of appropriating faith on the part of the fully cleansed believer, and the initial evidence of the reception of this experience is speaking with other tongues as the Spirit gives utterance (Luke 11:13; Acts 1:5; 2:14, 8-17; 10:44-46; 19:6).
12. We believe in divine healing as in the atonement (Isaiah 53:4-5; Matthew 8:16-17; Mark 16:14-18; James 5:14-16; Exodus 15:26).
13. We believe in the imminent, personal, premillennial second coming of our Lord Jesus Christ (1 Thessalonians 4:15-17; Titus 2:13; 2 Peter 3:1-4; Matthew 24:29-44), and love and wait for His appearing (2 Timothy 4:8).
14. We believe it is the responsibility of every believer to dedicate his life to carrying out the work of the Great Commission (Matthew 28:18-20; Mark 16:15-20; Acts 1:8).

The Covenant Of Commitment²

Article VII. Covenant of Commitment

A. Covenant of Commitment

Pentecostal Holiness people are committed to Jesus Christ and His kingdom. To this end, we believe in the verbal and plenary inspiration of the Holy Scriptures (2 Timothy 3:16, 17). The Bible is God's infallible Word, the believer's guide, and the final authority for both faith and conduct (2 Timothy 3:16, 17). People who teach in our institutions and who are credentialed clergy shall subscribe to this same position.

We believe the top priority of Christians is to "make it our aim to be well pleasing to God" (2 Corinthians 5:9). Every facet of our lives must come under divine authority as we relate everything to this priority, maintaining it without interruption. We recognize that in order to maximize our Christian witness, our private lives must be consistent with our public testimonies. Hence, our primary goal must be to please God and be acceptable to Him.

With both this understanding of Holy Scripture and this top priority firmly settled in our hearts, we affirm the following biblical values that characterize our lifestyle as a people:

1. Our Minds

Since it is our aim "to please God" in everything we do, we will strive to study the Bible and keep our minds pure and positive, avoiding all evils in our modern society designed to weaken or destroy our spirituality (Philippians 4:7, 8). This includes a sensitivity to judge carefully the television, movie, music, computer, and Internet industries. Because our Lord taught that immorality is first a condition of the heart, we affirm that profane and pornographic materials will have no place in our lives.

2. Our Bodies

We commit ourselves to maintaining a disciplined lifestyle with regard to our bodies. Since our bodies are the temples of the Holy Spirit and instruments of righteousness, we must keep our bodies pure and consecrated for the Master's use, that we might please Him (1 Corinthians 6:19; Romans 6:13; 12:1, 2; 2 Corinthians 7:1).

We reject the loose moral values of our culture and encourage our young people as well as our adults to choose clothing that will honor their bodies as temples of the Holy Spirit.

² IPHC Manual: 2017-2021, Constitution, Article VII, The Covenant Of Commitment, pp. 63-70, <http://www.iphc.org>

We expect our members to abstain from the use and promotion of tobacco, alcoholic beverages, and any illegal addictive drugs, as well as addictive legal drugs, over-the-counter or prescribed, except under the supervision of a physician (2 Corinthians 7:1).

We affirm every person's right to life and maintain a strong position against abortion and euthanasia, both of which undermine the biblical sanctity of life. We oppose human cloning.

We recognize the destructive and dehumanizing effects of pornography on society and oppose both its production and distribution. We also maintain a strong biblical position against premarital, extramarital, and deviant sex, including homosexual and lesbian relationships, and all forms of child molestation and/or exploitation. Yet we rejoice that people bound by these sins can find hope and deliverance in the gospel. (Matthew 5:27-30; 1 Thessalonians 4:3; 1 Corinthians 6:9).

3. Our Spirits

Our "aim to please God" in our whole life will cause us to exhibit the "mind of Christ" in all our attitudes (1 Corinthians 2:12-14). Brotherly love, as taught and exemplified by Christ, is to be our example. Members are to be compassionate and charitable toward their fellowman. The greed and selfishness that motivate much of our modern culture is contrary to our Christian faith and testimony.

We recognize racism as sinful and seek to treat all people with dignity and respect, demonstrating Christian love to one another. Hatred, prejudice, and hostility are inconsistent with our goal – "to please God" (Philippians 2:5-11).

4. Our Speech

Our speech reveals much about us (Matthew 12:34-37; Ephesians 4:29). The Christian should be known by his wholesome conversation. Our members are to refrain from speaking anything that is unclean, profane, vulgar, untrue, unkind, or unprofitable. To please God we must make sure our communication affirms rather than hinders our testimony (Romans 12:1, 2).

5. Our Relationships

The believer's commitment to pleasing God stands above his commitment to any political party, economic structure, or social institution. All commitments are governed by the highest commitment – "to please God." All members are to be honest and ethical in all their relationships (Romans 12:17).

We expect our members not to hold active membership in, or fellowship with, organizations with objectives and activities not in harmony with Scripture, or which require oath-bound allegiance that infringes on a member's total allegiance to God (2 Corinthians

6:14- 18; Ephesians 5:11). No goal shall divert us even to the slightest degree from the central goal of being “approved unto God” (2 Timothy 2:15).

6. Our Families

The family is the basic unit of society. Its divine origin, as expressed in the Bible, makes it of vital concern to the church. Growing out of our commitment as a people to a biblical lifestyle, we recognize the sanctity of marriage between one man and one woman until death parts them, including the biblical pattern of relationships in the home. While the husband is the head of the home, he is also commanded to love and cherish his wife as his own body. Wives are to respect and honor their husbands (Ephesians 5:22-28).

The prophet Malachi recorded the heart of God when he wrote, “I hate divorce,’ says the Lord God of Israel” (Malachi 2:16). However, this passionate prophetic description does not justify the conclusion that God hates divorced people. To the contrary, He never stops loving them (John 3:16; 4:4-42).

Parents are to teach and correct their children, but at the same time refrain from provoking them to anger and resentment (Ephesians 6:4). Further, they are to refrain from all forms of child abuse. Children are to respect and obey their parents (Ephesians 6:1-3). However, this admonition must not be used to manipulate a child into an abusive relationship. Christian families should worship and pray together, play together, and work together. The relationships in the Christian family should reflect the healing Christ brings to all human relationships and should, therefore, never lead to or involve domestic violence.

7. Our Stewardship

Our commitment to Jesus Christ includes stewardship. According to the Bible, everything belongs to God (Psalm 24:1). We are stewards of His resources and conscious of Him in the management of that trust. Our stewardship of possessions begins with the tithe (Malachi 3:8-10). All our members are privileged and responsible to return a tenth of all their income to the Lord. This tithe is to be paid into the “storehouse.” This storehouse is the treasury of the local church or Conference to which the member belongs. In addition to the tithe, all members are blessed to give offerings out of the ninety percent of God’s wealth He allows them to use (1 Corinthians 16:2).

Stewardship also involves the protection of our reputation. Therefore, we are to be honest in all matters, avoiding unethical personal or business practices of any kind, including gambling. Stewardship also includes our time, talents, and spiritual gifts, as well as our money (Ephesians 5:16; Romans 12:3-8; Matthew 25:14-30; Luke 19:11-27). This understanding of stewardship should be taken into account when drafting wills and bequeathing estates.

8. Our Loyalty

Loyalty to Christ and His church is basic to the success of the International Pentecostal Holiness Church. The faithful participation of every member, both lay and clergy, and every local church and Conference in the various ministries of the church is necessary if the International Pentecostal Holiness Church is to fulfill its mission/vision. Loyalty involves commitment to all the ministries of the church. Since leaders should be role models, all those in leadership in the local church, the Conference, and the General Church should set an example by their faithfulness in supporting the ministries of the church.

Loyalty involves attendance at the gatherings of the church. This is vital at local church, Conference, and General Church gatherings (Hebrews 10:25). Loyalty involves affirmation. The morale of the church requires the positive affirmation of leaders and ministries. While negative criticism tears the church apart (Galatians 5:12-26), positive affirmation builds it up (Ephesians 4:16).

We oppose the increasing commercialization and secularization of Sunday. Loyalty involves financial support. Faithfulness in tithes and offerings is essential to the prosperity of God's people (Malachi 3:8-12). This applies to local church members, Conferences, and all other individuals and entities of the church. To hold any official position in the church (local, Conference, or General) or to serve as a delegate to General Conference, a member must follow the biblical principle of tithing.

B. Affirming the Covenant of Commitment

With these values in mind, we recognize that the blessed Spirit of God has called us to live this countercultural lifestyle that sets us apart from the world. Therefore, having become acquainted with the Articles of Faith and the polity of the International Pentecostal Holiness Church, and believing both to be of God, and having given our names and thereby become members of the same, we do solemnly, but cheerfully, and with joy and gladness affirm:

We will watch over one another with brotherly love and kindness, not that we may have whereof to accuse our brother, but that we may with meekness correct one another's faults. We will abstain from profane and vulgar conversations, and from backbiting and gossiping, or taking up a reproach against anyone, especially our brother. We will heed the injunction of the apostle Paul, who exhorted us to "walk worthy of the vocation wherewith we are called, with all lowliness and meekness, with longsuffering, forbearing one another in love; endeavoring to keep the unity of the Spirit in the bond of peace" (Ephesians 4:1-3). We will "bear one another's burdens and so fulfill the law of Christ" (Galatians 6:2). We will also heed the exhortation recorded in 1 Thessalonians 5:12-15:

We beseech you, brethren, to know them which labor among you, and are over you in the Lord, and admonish you; And to esteem them very highly in love for their work's sake. And be at peace among yourselves. Now we exhort you, brethren, warn them that are unruly [disorderly], comfort the feebleminded, support the weak, be patient toward all men; See

that none render evil for evil unto any man; but ever follow that which is good, both among yourselves, and to all men.

We will “recompense to no man evil for evil,” but will “provide things honest in the sight of all men,” and, “if it be possible, as much as lieth in [us], [we will] live peaceably with all men” (Romans 12:17, 18). We will be “kind one to another, tenderhearted, forgiving one another, even as God for Christ’s sake hath forgiven [us]” (Ephesians 4:32). As opportunity affords, we will be engaged in works of mercy, such as visiting the sick and imprisoned and the distressed, and all who may need and will accept our ministrations. We will have no fellowship with unfruitful works of darkness, but keep ourselves by the grace of God unspotted from the world (Ephesians 5:1-11; 1 Peter 1:5; James 1:27). All this will we do, God being our Helper.

Response: *We accept the obligations of this Covenant of Commitment in the name of the Father and of the Son and of the Holy Ghost.*

C. CONCLUSION

1. The Bible, the Final Lifestyle Authority

This Covenant of Commitment is a guideline for all our members, not a system for monitoring or judging one another. Neither is this Covenant of Commitment an exhaustive statement concerning a biblical lifestyle. The Bible, both Old and New Testaments, is our complete and final authority. A careful, conscientious, and continual study of God’s Word will reveal to the believer a growing understanding of what it means to live worthy of our calling in Christ Jesus. Any member having difficulty following the biblical lifestyle or this Covenant of Commitment should be given loving nurture and patient instruction in order to lead him to maturity and restoration (Galatians 6:1, 2).

2. Excommunication

In spite of every effort to nurture and restore a member, situations do arise in which no alternative but excommunication can be found. When a member refuses to heed the loving admonitions of the church to follow a Christian lifestyle, he or she may be excommunicated from the fellowship of the church. However, excommunication is a last resort, and is administered only in flagrant cases such as heresy, divisiveness, or immorality (Matthew 18:15-17; Titus 3:10; Romans 16:17, 18; 1 Corinthians 5:1-5).

3. The Purpose – Producing Great Commission Christians

The primary purpose for this commitment to a disciplined lifestyle is to strengthen our members in their aim to please God as Great Commission Christians, thus firmly establishing the International Pentecostal Holiness Church as a Great Commission movement. The International Pentecostal Holiness Church has a vital part in world

evangelism. Our aim is to lead our people toward their primary goal of pleasing Christ, which will result in the multiplication of believers and churches.

The Following Excerpts Are Taken From The

***IPHC Manual: 2017-2021, downloadable version, <http://iphc.org>
And Refer To Matters Pertaining To Clergy***

Divorce and Remarriage³

A divorced and remarried person desiring to receive ministry credentials in the IPHC shall be eligible for consideration when one of the following applies:

- A. The candidate's former spouse has died or remarried.**
- B. The candidate divorced and remarried prior to adult Christian conversion.**
- C. The candidate's former marriage partner was guilty of sexual immorality and was unwilling to repent and live faithfully with the candidate.**
- D. The candidate's former marriage partner willingly and permanently deserted the believing spouse (Matthew 5:31-32; 19:8-9; Romans 7:1-4; 1 Corinthians 7:15; 25-28, 39; 2 Corinthians 5:17; Malachi 2:16).**

The Job Description of the Senior Pastor⁴

b. Local Church Officials

1) Senior Pastor

a) Overview

- 1) The International Pentecostal Holiness Church acknowledges the Senior Pastor, whether male or female, as God's appointed leader of the local church. As such, the Senior Pastor is vitally important in the expansion of the kingdom of God and the promotion of church growth in the local congregation.
- 2) In local churches with a plurality of elders, the Conference appointed Senior Pastor is senior elder of the eldership.
- 3) Subject to the direction of the Local Church Administrative Council, a Senior Pastor may also be referred to as the Lead Pastor or Senior Elder. The terms Senior Pastor, Lead Pastor, and Senior Elder shall be considered interchangeable.

³ IPHC Manual: 2017-2021, Constitution, Article VIII, Divorce and Remarriage, p. 71, <http://www.iphc.org>

⁴ *IPHC Manual: 2017-2021*, By-Laws, Article III, Organizational Structure, C. Local Church Organizational Structure, b. Local Church Officials, pp. 142-145, <http://www.iphc.org>

- 4) The methods of pastoral appointment are provided in Article II Section E.
- b) The Authority and Duties of the Senior Pastor
- 1) The Senior Pastor's first concerns shall be to live a worshipful, biblical lifestyle out of which he preaches God's Word, leads in the nurture of believers, wins the lost to Christ, and leads in worship. While looking after the spiritual welfare of the church, the Senior Pastor should oversee and participate in visitation ministries, the administration of the ordinances of the church, and expansion of the influence of the church in the community, city, or area.
 - 2) The Senior Pastor shall see that instruction regarding the Constitution and Bylaws of the International Pentecostal Holiness Church, including the Articles of Faith and Covenant of Commitment, is provided prior to receiving new/prospective members.
 - 3) The Senior Pastor shall lead believers to discover and develop ministry gifts of the Holy Spirit in their lives so they can fulfill their ministries in the Body of Christ. Special emphasis shall be given to training the believers in personal soul winning (Ephesians 4:12).
 - 4) The Senior Pastor shall lead the church in extension (starting new churches) and bridging (cross-cultural) evangelism in cooperation with the Conference evangelism program.
 - 5) The Senior Pastor shall have the authority and responsibility to counsel with and correct any church official, elected or appointed, who may not be meeting or promoting the requirements of the local church, Conference, or General Conference.
 - 6) The Senior Pastor shall have the authority to remove any elder, deacon, or official found to be out of harmony with the *International Pentecostal Holiness Church Manual*, after consultation with the Conference Superintendent.
 - 7) The Senior Pastor shall inform the Conference Superintendent when a credentialed minister on a pastoral staff is removed, resigns his position, or accepts a ministry position at another church.
 - 8) The Senior Pastor is the chairman of the Local Church Administrative Council and ex officio chairman of all ministry boards.
 - 9) Where a local church is incorporated, the Senior Pastor shall serve as president of the local corporation and as the chief executive officer.
 - 10) The Senior Pastor is responsible for the mission/vision of the church and presenting the programs designed to build it spiritually, numerically, and financially. The Senior Pastor or appointee(s) shall meet annually with the ministry leaders, councils, or boards of the local church for the purpose of setting goals for the church and developing plans to reach these goals.
 - 11) The Senior Pastor has the privilege of authorizing expenditures up to an amount agreed upon by the Senior Pastor and the Local Church Administrative Council.
 - 12) The Senior Pastor is responsible for securing speakers for special services in the church, such as revivals, seminars, etc.
 - 13) The Senior Pastor is to sign the church reports before they are sent to the Conference Ministry Center.

- 14) The Senior Pastor and the Local Church Administrative Council shall support the mission/vision/core values of the International Pentecostal Holiness Church.
- 15) The Senior Pastor is amenable to the Conference, the Conference Superintendent, and the Conference Executive Council.

Article IV. Clergys

(The pronouns *he*, *his*, and *him* and the suffix – *man* as used throughout this document are intended in a generic, not a gender-specific, sense.)

A. The International Pentecostal Holiness Church, through Conferences, issues the following clergy credentials:

1. Local Church Minister's License
2. Minister's License, Minister of Discipleship Ministries License, Minister of Music License
3. Certificate of Ordination

B. Local Church Minister's License

1. Overview

The Conference Executive Council shall have the authority to grant or revoke Local Church Minister's License. The presentation of the Local Church Minister's License may be delegated to the local church.

2. In order to be eligible for Local Church's Minister's License, a candidate must:
 - a. Subscribe to and demonstrate character consistent with the International Pentecostal Holiness Church Articles of Faith and Covenant of Commitment.
 - b. Be a member of a local IPHC church and be recommended by that local church. This recommendation must be in writing and signed by the Senior Pastor and church secretary.
 - c. Be certain of a definite call to Christian work
 - d. Complete the prescribed study program
 - e. Be approved by a Conference-approved screening/interview committee upon completion of the following: credit check, national criminal background check, child abuse background check, for every state that the applicant has lived in and be in compliance with any and all regulations required by state law.
 - f. The Senior Pastor under whom a Local Church Minister serves shall notify the Conference Superintendent in writing if the minister no longer meets the qualifications of his license. The Senior Pastor shall annually affirm in writing to the Superintendent the standing of the Local Church Minister.
 - g. Any Local Church Minister not serving under an International Pentecostal Holiness Church Senior Pastor shall report directly to the Conference Superintendent.

3. Authority and Duties
 - a. Local Church Ministers are amenable to the local church where they hold their membership and shall tithe their income to the local church treasury.
 - b. Any person with a Local Church Minister's License who is serving as a Senior Pastor shall be amenable to that respective Conference, shall follow the tithing and reporting requirements that apply to a licensed minister, and shall be granted a vote in Conference sessions.
 - c. Local Church Ministers may participate in but may not perform or officiate at marriage ceremonies. Such participation must follow the IPHC's guidelines regarding marriage as being between one man and one woman.
4. Prescribed Study Program
 - a. The training requirements for the Local Church Minister's License, as specified in the Ministerial Credentials Program established by the Council of Bishops, in session, may be satisfied through:
 - 1) The International Pentecostal Holiness Church Ministerial Credentials Program course of study. This course of study may be completed through:
 - a) A Conference-administered International Pentecostal Holiness Church Ministerial Credentials Program, INCaM, or
 - b) A Conference-administered School of Ministries which incorporates the International Pentecostal Holiness Church Ministerial Credentials Program, or
 - c) A local church School of Ministries program which incorporates the International Pentecostal Holiness Church Ministerial Credentials Program and is recognized by the Conference, or
 - 2) A prescribed course of study in a Pentecostal Holiness college or its equivalent in another church- related college (if the course of study does not include the study of the *International Pentecostal Holiness Church Manual*, IPHC Doctrine, and IPHC History, the candidate is required to complete the Ministerial Credentials Program courses covering these topics), or
 - 3) For transferees credentialed by another fellowship, other training programs which are equivalent to any of the above options, in addition to the courses in the Ministerial Credentials Program covering the *International Pentecostal Holiness Church Manual*, IPHC Doctrine, and IPHC History.

C. Minister's License

1. Overview
 - a. There are three forms of Minister's License
 - 1) Minister's License
 - 2) Minister of Discipleship Ministries License
 - 3) Minister of Music License

- b. For those pursuing pastoral/evangelistic ministry, the Minister's License is the entry-level credential for the purpose of training and maturing as a minister. For those with a ministry focus of discipleship ministries or music, the Minister of Discipleship Ministries License and the Minister of Music License are the credentials that recognize their ministry specialty.
 - c. The Conference, in Conference session, shall have the authority to grant the Minister's License. The Conference Executive Council may grant a ministerial license under special circumstances.
2. In order to be eligible for a Minister's License, a candidate must:
- a. Subscribe to and demonstrate character consistent with the International Pentecostal Holiness Church Articles of Faith and Covenant of Commitment
 - b. Be a member of a local IPHC church and be recommended by that local church. This recommendation must be in writing and signed by the Senior Pastor and church secretary.
 - c. Be certain of a definite call to ministry and leadership according to Ephesians 4:11
 - d. Complete the prescribed study program
 - e. Be approved by a Conference-approved screening/interview committee upon completion of the following: credit check, national criminal background check, child abuse background check, for every state that the applicant has lived in and be in compliance with any and all regulations required by state law.
3. Authority and Duties
- a. It shall be the duty of Licensed Ministers to participate in all phases of the church program – General, Conference, and local.
 - b. All Licensed Ministers are amenable to the Conference, Conference Superintendent, and Conference Executive Council.
 - c. Licensed Ministers not serving as officials or pastors should use their spiritual gifts and ministries to help build the church.
 - d. Licensed Ministers are required to attend the Annual Conference Session of the Conference. Those who are unable to attend shall submit an acceptable written explanation of their absence to the Conference Superintendent. Those failing to do so for two (2) consecutive conferences shall forfeit their Minister's License.
 - e. Licensed Ministers are expected to attend Conference- sponsored activities.
 - f. Licensed Ministers are expected to preach God's Word consistently with their calling and credentials.
 - g. Licensed Ministers must maintain ministerial activity to retain credentials.
 - h. Since tithing is the biblical basis for the financial guidelines of the church (Genesis 14:20; Malachi 3:8-11; Matthew 23:23), clergy are to serve as leaders and role models for the church in tithing. This includes retired clergy. To do so, they must pay full tithe (10 percent of all income) into the storehouse. The "storehouse" for the minister is the Conference treasury (just as the "storehouse" for the church member is the local church treasury). In light of this position, all clergy are required to give a full tithe monthly into the Conference treasury, or the General treasury, according to their
 - i.
 - j. membership status, and to report monthly on forms provided. Licensed Ministers are expected to tithe monthly to their Conferences on all income from both ministerial and

secular sources. Income for these purposes includes, but is not limited to, salary, housing allowance, utilities paid by a church, and honoraria.

- k. Licensed Ministers are expected to preach God's Word consistently with their calling and credentials.
- l. Licensed Ministers must maintain ministerial activity to retain credentials.
- m. Since tithing is the biblical basis for the financial guidelines of the church (Genesis 14:20; Malachi 3:8-11; Matthew 23:23), clergy are to serve as leaders and role models for the church in tithing. This includes retired clergy. To do so, they must pay full tithe (10 percent of all income) into the storehouse. The "storehouse" for the minister is the Conference treasury (just as the "storehouse" for the church member is the local church treasury). In light of this position, all clergy are required to give a full tithe monthly into the Conference treasury, or the General treasury, according to their membership status, and to report monthly on forms provided. Licensed Ministers are expected to tithe monthly to their Conferences on all income from both ministerial and secular sources. Income for these purposes includes, but is not limited to, salary, housing allowance, utilities paid by a church, and honoraria.

The Licensed Minister who does not tithe shall be dealt with in the following manner:

- 1) If a Licensed Minister has not reported and given the tithe for three (3) consecutive months, he shall be required to meet with the Conference Superintendent. If satisfactory amends are not made, he is required to meet with the Conference Executive Council.
 - 2) In the event he does not meet with the Conference Executive Council when requested and does not make satisfactory amends, he shall forfeit his Minister's License.
 - 3) Any Licensed Minister forfeiting his Minister's License in one Conference for failure to tithe shall not be considered for license in any other Conference until he has been reconciled to the Conference in which he forfeited his credentials.
- n. Appropriate ministerial ethics and courtesy shall be observed when a Licensed Minister is invited to perform ministry in the church of another pastor.
 - o. Licensed Ministers other than the Senior Pastor are not to become involved in the official business of the local church. When Licensed Ministers participate in the ministries of the local church, participation shall be in full cooperation with the Senior Pastor, and they shall be amenable to the Senior Pastor.
 - p. Licensed Ministers may conduct marriage ceremonies in accordance with the teaching of the Scriptures and state laws. IPHC clergy shall only perform or participate in marriage ceremonies or marriage blessings between one man and one woman. This policy is applicable to IPHC clergy who serve in capacities outside the scope of normal pastoring, such as military, hospital, and corporate chaplains.
 - q. All Licensed Ministers must participate annually in a continuing education program provided or approved by the General Conference or Conference (2 Timothy 2:15). Any minister failing to meet this requirement will forfeit his credentials. This excludes retired clergy.
 - r. When possible, retired Licensed Ministers are to continue their ministries through evangelization, church planting, interim pastorates, Sunday school teaching, visitation, etc. To enhance their ministries, Conference Superintendents and Senior Pastors shall call on the expertise and knowledge of retired clergy.

4. Prescribed Study Program

- a. The training requirements for the Minister's License, as specified in the Ministerial Credentials Program established by the Council of Bishops, in session, may be satisfied through:
 - 1) The International Pentecostal Holiness Church Ministerial Credentials Program course of study for the Minister's License. This course of study may be completed through:
 - a) A Conference-administered School of Ministry meeting the course requirements of the Ministerial Credentials Program, or
 - b) A Conference-administered self-study program meeting the course requirements of the International Pentecostal Holiness Church Ministerial Credentials Program, or
 - 2) A prescribed course of study in a Pentecostal Holiness college or its equivalent in another church-related college (if the course of study does not include the study of the *International Pentecostal Holiness Church Manual*, IPHC Doctrine, and IPHC History, the candidate is required to complete the Ministerial Credentials Program courses covering these topics), or
 - 3) For transferees credentialed by another fellowship, other training programs which are equivalent to any of the above options, in addition to the courses in the Ministerial Credentials Program covering the *International Pentecostal Holiness Church Manual*, IPHC Doctrine, and IPHC History.
- b. The Director of Clergy Development shall provide a standard list of questions. This list of questions shall be sent to every Conference, and all Conference credentials committees shall be requested to ask these questions in an oral interview with every candidate for Minister's License.

5. Other Provisions

- a. Licensed Ministers are required to maintain their nominal membership in an International Pentecostal Holiness Church Member Church. If a Licensed Minister ceases to be a credentialed minister of the International Pentecostal Holiness Church, he shall become a regular member of the local church in which he holds nominal membership.
- b. Licensed Ministers pursuing pastoral/evangelistic ministry are encouraged to seek ordination. Other Licensed Ministers (Ministers of Discipleship Ministries and Ministers of Music) may or may not choose to be ordained.
- c. Licensed Ministers shall be eligible to participate in all Conference benefits in the Conference in which they have been issued a Minister's License.
- d. Conferences may be allowed to charge an application fee for credentials and a card to be issued.
- e. A Conference may rebate to local churches a part of the tithe paid by full-time Licensed Ministers serving them as Associate Pastors.
- f. Any ordained or licensed minister whose current ministry is entirely in a local church in a non-pastoral position may request that his credentials be converted to a Local Church Minister's License until his ministry expands beyond the local church.
- g. Reinstatement of license status includes reapplying to the Conference Executive Council.

- h. Clergy who withdraw from the Conference in good standing or whose credentials are converted to Local Church Minister's License are eligible for reinstatement in the Conference where they held membership upon application to and the approval of the Conference Executive Council.

D. Certificate of Ordination

1. Overview

- a. The Certificate of Ordination is the highest clergy credential issued by the International Pentecostal Holiness Church.
 - b. The Conference, in Conference session, shall have the authority to grant the Certificate of Ordination. The Conference Executive Council may grant a Certificate of Ordination under special circumstances.
2. In order to be eligible for a Certificate of Ordination, a candidate must:
- a. Have been a Licensed Minister for at least two years (The Conference Executive Council may waive this requirement in exceptional circumstances with the approval of the General Superintendent.)
 - b. Subscribe to and demonstrate character consistent with the International Pentecostal Holiness Church Articles of Faith and Covenant of Commitment.
 - c. Be a member of a local IPHC church and be recommended by that local church. This recommendation must be in writing and signed by the Senior Pastor and church secretary.
 - d. Be certain of a definite call to ministry and leadership according to Ephesians 4:11.
 - e. Complete the prescribed study program.
 - f. Be approved by a Conference-approved screening/interview committee upon completion of the following: credit check, national criminal background check, child abuse background check, for every state that the applicant has lived in and be in compliance with any and all regulations required by state law.

3. Authority and Duties

- a. It shall be the duty of Ordained Ministers to participate in all phases of the church program – General, Conference, and local.
- b. All Ordained Ministers are amenable to the Conference, Conference Superintendent, and Conference Executive Council.
- c. Ordained Ministers not serving as officials or Senior Pastors should use their spiritual gifts and ministries to help build the church.
- d. Ordained Ministers are required to attend the Annual Conference Session of the Conference. Those who are unable to attend shall submit an acceptable written explanation of their absence to the Conference Superintendent. Those failing to do so for two (2) consecutive conferences shall forfeit their Certificate of Ordination.
- e. Ordained Ministers are expected to attend Conference- sponsored activities.
- f. Ordained Ministers are expected to preach God's Word consistently with their calling and credentials.
- g. Ordained Ministers must maintain ministerial activity to retain credentials.
- h. Since tithing is the biblical basis for the financial guidelines of the church (Genesis 14:20; Malachi 3:8-11; Matthew 23:23), clergy are to serve as

leaders and role models for the church in tithing. This includes retired clergy. To do so, they must pay full tithe (10 percent of all income) into the storehouse. The “storehouse” for the minister is the Conference treasury (just as the “storehouse” for the church member is the local church treasury). In light of this position, all clergy are required to give a full tithe monthly into the Conference treasury, or the General treasury, according to their membership status, and to report monthly on forms provided. Ordained Ministers are expected to tithe monthly to their Conferences on all income from both ministerial and secular sources. Income for these purposes includes, but is not limited to, salary, housing allowance, utilities paid by a church, and honoraria.

The Ordained Minister who does not tithe shall be dealt with in the following manner:

- 1) If an Ordained Minister has not reported and given the tithe for three (3) consecutive months, he shall be required to meet with the Conference Superintendent. If satisfactory amends are not made, he is required to meet with the Conference Executive Council.
 - 2) In the event he does not meet with the Conference Executive Council when requested and does not make satisfactory amends, he shall forfeit his Certificate of Ordination.
 - 3) Any Ordained Minister forfeiting his Certificate of Ordination in one Conference for failure to tithe shall not be considered for ordination in any other Conference until he has been reconciled to the Conference in which he forfeited his credentials.
- i. Appropriate ministerial ethics and courtesy shall be observed when an Ordained Minister is invited to perform ministry in the church of another pastor.
 - j. Ordained Ministers other than the Senior Pastor are not to become involved in the official business of the local church. When Ordained Ministers participate in the ministries of the local church, participation shall be in full cooperation with the Senior Pastor, and they shall be amenable to the Senior Pastor.
 - k. Ordained Ministers may conduct marriage ceremonies in accordance with the teaching of the Scriptures and state laws. International Pentecostal Holiness Church (IPHC) clergy shall only perform or participate in marriage ceremonies or marriage blessings between one man and one woman. This policy is applicable to International Pentecostal Holiness Church clergy who serve in capacities outside the scope of normal pastoring, such as military, hospital, and corporate chaplains.
 - l. All Ordained Ministers must participate annually in a continuing education program provided or approved by the General Conference or Conference (2 Timothy 2:15). Any minister failing to meet this requirement will forfeit his credentials. This excludes retired clergy.

When possible, retired Ordained Ministers are to continue their ministries through evangelization, church planting, interim pastorates, Sunday school teaching, visitation, etc. To enhance their ministries, Conference Superintendents and Senior Pastors shall call on the expertise and knowledge of retired clergy.

4. Prescribed Study Program

- a. The training requirements for the Certificate of Ordination, as specified in the Ministerial Credentials Program established by the Council of Bishops, in session, may be satisfied through:
 - 1) The International Pentecostal Holiness Church Ministerial Credentials Program course of study for the Certificate of Ordination. This course of study may be completed through:
 - a) A Conference-administered School of Ministry meeting the course requirements of the Ministerial Credentials Program, or
 - b) A Conference-administered self-study program meeting the course requirements of the International Pentecostal Holiness Church Ministerial Credentials Program, or
 - 2) A prescribed course of study in a Pentecostal Holiness college or its equivalent in another church-related college (if the course of study does not include the study of the *International Pentecostal Holiness Church Manual*, IPHC Doctrine, and IPHC History, the candidate is required to complete the Ministerial Credentials Program courses covering these topics), or
 - 3) For transferees credentialed by another fellowship, other training programs which are equivalent to any of the above options, in addition to the courses in the Ministerial Credentials Program covering the *International Pentecostal Holiness Church Manual*, IPHC Doctrine, and IPHC History.

5. Other Provisions

- a. Ordained Ministers are required to maintain their nominal membership in an International Pentecostal Holiness Church Member Church. If an Ordained Minister ceases to be a credentialed minister of the International Pentecostal Holiness Church, he shall become a regular member of the local church in which he holds nominal membership.
- b. Ordained Ministers shall be eligible to participate in all Conference benefits in the Conference in which they have been issued a Certificate of Ordination.
- c. Conferences may be allowed to charge an application fee for credentials and a card to be issued.
- d. A Conference may rebate to local churches a part of the tithe paid by full-time Ordained Ministers serving them as Associate Pastors.
- e. The Conference Superintendent shall plan or arrange an appropriate ordination service.

E. Continuing Education Program

1. The Director of Clergy Development, in consultation with church schools and the Executive Committee, shall provide a continuing education program for Licensed and Ordained Ministers and missionaries in the International Pentecostal Holiness Church. The Conference Superintendent shall be responsible for implementation and supervision of the Continuing Education Units (CEU) Program.
2. All Licensed and Ordained Ministers, except retired clergy, must participate annually in a continuing education program established by the Council of Bishops in session (2 Timothy 2:15).

F. Other Provisions Regarding Clergy Credentials

1. Transfer of Credentials from Other Fellowships – The Conference Executive Council has the authority to grant credentials to clergy from other fellowships who meet the ministerial requirements of the International Pentecostal Holiness Church Ministerial Credentials Program.
2. All International Pentecostal Holiness Church ministerial credential certificates should be uniform in size and include the words “Valid with current I.D. card.”
3. Certificate of Recognition – A local church may issue a certificate of recognition to its minister of discipleship ministries, youth, music, children’s ministries, visitation, evangelism, etc. This certificate is to be signed by the Senior Pastor and church secretary and shall be recognized by all International Pentecostal Holiness churches.

G. Divorce and Remarriage

1. Criteria for divorced persons who might also have remarried, but have never been credentialed in the IPHC are as follows:
 - a. If a person has been divorced and then remarried, and believes at least one of the principles stated in the *International Pentecostal Holiness Church Manual* applies (Constitution, Section VIII), the individual may apply to an IPHC Conference for the Local Church Minister’s License, a Minister’s License, or a Certificate of Ordination.
 - b. The Conference Executive Council, or a committee appointed by the Conference Executive Council, shall use the principles in Section VIII of the Constitution as its basis for considering all such applications.
 - c. The Conference Executive Council shall have the authority to require a copy of the divorce decree and any other documents or information it deems appropriate in making a wise decision. This applies to the spouse as well, if both are divorced.
 - d. The candidate must have proven himself in his current marriage to be faithful according to the biblical passages of 1 Timothy 3:1-13 and Titus 1:6-9 for a time period to be set by the Conference Executive Council, with one year as a minimum.
2. Criteria for a minister credentialed in the IPHC who divorces and/or remarries are as follows:
 - a. If the Conference Executive Council determines that a credentialed minister’s divorce was justifiable according to at least one of the criteria in the *International Pentecostal Holiness Church Manual* (Constitution, Section VIII), the minister shall be permitted to continue ministry without interruption. In addition, no ecclesiastical penalty shall apply if the individual remarries.
 - b. A minister holding credentials in the International Pentecostal Holiness Church who divorces his spouse and remarries under circumstances other than those specified above will be required to surrender his credentials, and he shall not be eligible to be restored to credentialed ministry.
 - c. The national Director of Clergy Development is responsible to serve as a resource person to Conference bishops and their executive councils regarding issues of divorce and remarriage and restoration.

- d. Because a ministerial divorce is always devastating to an innocent spouse and to children, the Conference Executive Council, after consulting with the national Director of Clergy Development, shall institute a program to help bring the spouse and children back to emotional health.
- e. Recognizing that a minister's moral failure can be destructive to a church, the Conference Executive Council shall formulate a plan of restoration for a church to help bring the congregation to healing.

The Following Excerpts Are Taken From The 2018 Cornerstone Conference Bylaws Pertaining To Ministers

Article 2: Credentialed Ministers⁶

A. Requirements for Ministerial Credentials:

1. Individuals applying for Ministerial Credentials in the Cornerstone Conference shall agree to meet all criteria as outlined in the IPHC Manual (Article IV under Clergy) and requirements as set forth by the Conference Executive Council including (but not limited to) the following:
 - a. Recipients shall be in full harmony with the Doctrine (Articles of Faith), Ordinances, Covenant of Commitment, Organizational Structure and Financial Guidelines of the IPHC.
2. The Conference Executive Council shall assist each applicant in choosing a mentor from a list of approved Ministers for the purpose of providing guidance and encouragement throughout the credentialing process.
 - a. We encourage the applicant to continue the mentoring relationship after being credentialed. There is great value in having a resource in the person of a mentor. Education, guidance, counseling and prayer support are vital to this ongoing relationship.
 - b. We encourage active and retired ministers to take on the role of mentoring. The wisdom and experience of a mentor is a priceless asset for a newly credentialed minister. The Conference Executive Council shall establish the guidelines and requirements for the mentoring program.
3. Ministerial candidates shall complete all required paperwork and academic requirements as prescribed by the Ministerial Credentialing Committee before being recommended to the Cornerstone Conference for credentials.

B. Requirements for Retaining Ministerial Credentials:

⁶ 2018 Cornerstone Conference Bylaws, Article 2: Credentialed Ministers, pp. 11-13, <http://cornerstonecmc.org>

1. Credentialed Ministers in Good Standing shall meet all criteria as outlined in the IPHC Manual (Article IV under Clergy) and requirements set forth by the Conference Executive Council, including (but not limited to) the following:
 - a. Credentialed Ministers shall be in full harmony with the Doctrine (Articles of Faith), Ordinances, Covenant of Commitment, Organizational Structure and Financial Guidelines of the IPHC.
 - b. Credentialed Ministers shall assist in guiding member churches to be in full harmony with the Doctrine (Articles of Faith), Ordinances, Covenant of Commitment, Organizational Structure and Financial Guidelines of the IPHC.
 - c. Credentialed Ministers (excluding retired ministers) shall satisfy annually the requirements of the Conference Ministerial Continuing Education Program.
 - d. Recipients of the Conference Minister's License or Certificate of Ordination shall report monthly and pay full tithes (10 percent of all ministerial and secular income) to the Cornerstone Conference.
 - e. Recipients of the Conference Minister's License or Certificate of Ordination shall attend the annual Conference Session and Conference sponsored activities.
2. A Minister in Good Standing
 - a. The verification of Good Standing for all credentialed ministers in the Cornerstone Conference shall be the duty and responsibility of the Conference Superintendent and the Conference Executive Council.
 - b. If a credentialed minister fails to meet the requirements for verification in Good Standing, it will be the duty and responsibility of the Conference Superintendent and the Executive Council to correct such individuals with measures extending to and including the forfeiture of ministerial credentials and positions.

C. Miscellaneous Requirements for Credentialed Ministers

1. No individual holding the conference Minister's License or Certificate of Ordination, other than the assigned Pastor of the local church, shall become involved in the business affairs of the local church.
2. No Senior/Lead Pastor of a local church shall allow business decisions of the local church incurring expenses of \$200,000 or more to take place without prior majority approval of the Conference Executive Council.
3. No Senior/ Lead Pastor or local church shall have the authority to sell or rent local church property without the majority approval of the Conference Executive Council. This does

4. not include the rental of church property for temporary uses such as weddings, funerals, special events, etc.
5. Credentialed ministers shall not become involved in the handling of the money of the local church except in limited capacities when required and accounted for.

Article 3: Organizational Structure – Local Church⁷

- A. The Senior/Lead Pastor is responsible for securing speakers for special events in the local church such as revivals, seminars, etc.
- B. Individuals not credentialed with the IPHC shall not be interviewed or considered as a pastoral candidate for the local church unless first approved by the Conference Superintendent and the Executive Council. Such approval must be given only after arrangements have been finalized for transfer of credentials from another conference, church, or denomination. Additionally, all requirements for credentialing as stipulated by the Ministerial Credentialing Committee must be satisfied.

Article 4: Financial Guidelines⁸

- A. The Cornerstone Conference, all ministers, churches and local church members are to adhere strictly to the requirements of the IPHC Manual in the matter of tithing and all other financial guidelines.
- B. Licensed and Ordained Ministers (except salaried missions who tithe to World Missions Ministries) shall tithe 10% monthly to the Conference on all income from both ministerial and secular sources. Income for these purposes includes, but is not limited to, salary, housing allowance, utilities paid by the church and honorariums. These funds are to be forwarded to the Conference office by the 15th of each month. Ministers are encouraged to utilize the online giving option provided on the Conference website.
- C. In addition to the tithes, ministers are expected to support essential ministries through voluntary giving.

Additional Standards Applied To All Ministers

The Cornerstone Executive Council has adopted the following standards that are applied to all ministers in the Cornerstone Conference, whether credentialed as a result of transferring into the Cornerstone Conference, or having received their ministerial credentials in the Cornerstone Conference.

Efforts are made to assist all transferring ministers into the Cornerstone Conference with the level of ministerial credential held by the transferee at the time of their transfer. Should it be

⁷ Ibid., p.15.

⁸ Ibid.

determined that the minister will not be allowed to transfer into the Cornerstone Conference at the same level, the following will be applied to the transferring minister.

1. No candidate will be considered for assignment as Lead Pastor to a local church until they have completed the requirements for the Local Church Minister's License, and have signed a form in which they commit to complete the ordination process within four years from the time of their assignment.
2. All pastors must complete the credentialing process for ordination in the Cornerstone Conference within a five-year period from the first year of the assignment. The five-year period begins on August 1st, of the year the assignment is made provided the assignment takes place before August 1st. If the event the assignment begins after August 1st, the five-year time period begins on August 1st of the following year. Failure to complete the ordination process within the five-year period will cause the minister to forfeit any consideration for another assignment. An exception to this measure shall be if the minister is actively pursuing ordination during the time after the original assignment is made.

Specific Steps Toward Reinstatement

The steps in the process toward reinstatement to the Cornerstone Conference are listed below. Please review and follow them carefully. Significant changes may have occurred since your departure from Cornerstone.

1. You've already taken the first step in downloading the Ministerial Credentials Program Application Handbook.

- A. Be certain to carefully read each section in order to respond to all the information needed in order to fully process your application.
- B. Any delay on receiving the necessary documents in completing your file will delay the credentialing process.
- C. A Ministerial Credential Program "Checklist Page" is provided for your convenience. You should check and date each item when you complete the particular item.
- D. **Note:** Your file must be completed no later than January 15th of the year you desire to receive your ministerial credential.
- E. Mail your completed Application, along with your check, money order, or credit card information in the amount of \$125.00.
 - 1) The one-time Application Processing Fee is \$100.00.
 - 2) The Criminal Background Check Fee is \$25.00.
 - a. The *IPHC Manual: 2017-2021* mandates that all applicants for ministerial credentials in the IPHC: "Be approved by a Conference-approved screening/interview committee upon completion of the following: credit check, national criminal background check, child abuse background check, for every state that the applicant has lived in and be in compliance with any and all regulations required by state law." (*IPHC Manual: 2017-2020*, Article IV: Clergy, Letter B, 2-e, page 158, printed version).

- b. While the applicant is permitted to supply the Ministerial Credentialing Committee with his/her credit check, the criminal background check is provided at cost from an independent screening agency, and is secured through the Cornerstone Conference. The cost of the criminal background check is subject to change as it is determined by the agency employed by the Cornerstone Conference, and is the only agency from which a criminal background check will be accepted.

2. Read the Fourteen Articles of Faith and the Covenant of Commitment. Be certain to carefully read the excerpts taken from the IPHC Manual: 2017-2021 and 2017 Cornerstone Conference Bylaws.

- A. In addition to profession to the experience of personal salvation, any person who is, or seeks membership in the International Pentecostal Holiness Church must be in harmony with these important statements.
- B. Should you have questions regarding any of the statements contained in these documents, you should note them.
- C. Any elected official in the Conference Office, the Director of the Ministerial Credentialing Committee, or even your pastor should be able to clarify the intent and/or purpose of any area that you may not understand.
- D. The inability to personally accept these statements may jeopardize your being a candidate for ministerial credentials in the Cornerstone Conference.

3. The next step is to download the Biblical Ministries Handbook.

- A. The BMI Handbook is located on the Cornerstone Conference website under the "Our Ministries" tab. Scroll down to the Biblical Ministries Institute section, and you'll find the links to the BMI Handbook.
- B. The BMI Application is found within the BMI Handbook. Upon completing the BMI Application, send it to the Cornerstone Conference Office along with your one time \$100.00 Application Processing Fee.
- C. Be certain to forward any/all transcripts from any college, university, or specialty modules pertaining to ministry you have completed. Your transcripts and records will be reviewed by the Ministerial Credentialing Committee to determine if any completed work can be credited toward your BMI class requirements.
- D. **Note:** It is advised that you make a copy of any document you send in the mail to the Cornerstone Conference. You should keep the copy for your personal records, and mail the original documents to:

Cornerstone Conference Ministry Center
PO Box 150
Browns Summit, NC 27214-0150

4. You will be contacted by the Cornerstone Office to arrange an appointment for you to have an Initial Interview with the Ministerial Credentialing Committee Chairman, and a fellow member of the Ministerial Credentialing Committee.

- A. This is an informal interview established for the purpose of getting acquainted with you, hearing your story about your call to ministry, determining what credential is best suited to your call to ministry, and addressing any questions you may have about the next step in the process.
- B. You will be informed in the Initial Interview if you have any outstanding documents needed in order to complete your file.
- C. This meeting typically lasts less than one hour.
- D. The Ministerial Credentialing Committee members who interview you in this meeting will make recommendations to you regarding the next step in the process.
- E. Note: You do not have to wait until the Initial Interview is scheduled and completed to begin taking classes in the BMI.

5. Meet with the Ministerial Credentialing Committee.

- A. This meeting typically lasts an hour or longer, depending on the development of the conversation.
- B. Note: The candidate's attire should be in keeping with the way you would dress if you were meeting with a local church Administrative Council to discuss the possible appointment to become the churches' next pastor.
- C. Should you be recommended for Minister's License in your Initial Interview, you will be scheduled to meet with the Ministerial Credentialing Committee in session.
- D. The Cornerstone Conference Office will contact you to establish an appointment to meet with the Ministerial Credentialing Committee.
- E. The Ministerial Credentialing Committee will make recommendations to the Candidate resulting from this meeting.

6. Once the candidate has successfully navigated the first four steps in this pathway toward receiving a Ministerial Credential as outlined above, and if the Ministerial Credentials Committee recommends the candidate receive a Ministerial Credential, the candidate will be responsible to attend the annual New Minister's Orientation Luncheon Meeting.

- A. This meeting is held in the late spring each year, typically in the month of May before the Annual Conference Session that takes place in June of the same year.
- B. The meeting is conducted in the Cornerstone Conference Cafeteria Training Center in Browns Summit, NC.
- C. Lunch is provided for all in attendance.
- D. The Cornerstone Conference Executive Council attends this important meeting, and time is provided for each candidate to informally meet with the members of the Executive Council.
- E. During the meeting various items of importance are presented by members of the Executive Council and other designated Conference Officials and Cornerstone Conference personnel.

7. **In the Annual Conference in Session, the Chairman of the Ministerial Credentialing Committee will present a report to the delegates attending the Conference in Session that you be accepted into the Cornerstone Conference as a credentialed minister.**
 - A. The delegates in session will cast an oral, collective vote to receive you into the Cornerstone Conference as a credentialed minister.
 - B. You will receive an oral charge from the Presiding Chairman over the Conference in Session, after which time, you will be granted your credential.
 - C. Upon receiving the affirmative vote, the charge of the Presiding Chairman, and the reception of your credential you will be granted a seat among the delegate. You are granted a seat, voice, and vote in the business proceedings of the Conference.

8. **During the process of completing the necessary classes and attending the necessary meetings, the candidate for Ministerial Credentials is advised to begin participating in Cornerstone Conference events and meetings such as the annual Minister's Day of Renewal, Pre-Pentecost services, Empower services, and the Minister's Retreat.**
 - A. By participating through attendance of these and other special times for gathering together, the candidate will have opportunities to become acquainted with the ministers of the Cornerstone Conference.
 - B. The candidate should be to be fully supportive, and engaged in ministry opportunities in his/her local church during the process of securing their ministerial credential.

Instructions For Completing And Submitting The Application In This Ministerial Credentialing Program Handbook

Be certain that each item on the Application is completed. This will ensure your Application is duly processed without unnecessary delay. Should you have a question regarding any section of the Application, you are encouraged to contact the Cornerstone Conference Office for clarification. Do not leave any section of the Application blank.

There are a number of documents you are responsible to read, sign, and submit by mail to the Cornerstone Conference Office. In order to avoid delays through documents potentially being lost in the mail, it is advisable that you make a copy of all documents you are responsible to mail to the Cornerstone Conference. Mail the original completed documents and maintain a copy for your records.

Your Checklist In Completing The Ministerial Application In The Cornerstone Conference

Listed below is a checklist that many have found helpful in completion of the necessary steps in securing ministerial credentials in the Cornerstone Conference. It is advisable to keep this handbook and your checklist readily available. Someone from the Conference Office or the Chairman of the Ministerial Credentialing Committee may contact you regarding some aspect of your application.

The responsibility for securing and sending all documents to the Cornerstone Conference Office rests upon the applicant. The completion of the applicant's file will expedite the process in the credentialing process.

Some have found it helpful to check the items off, and include the date when the item needed has been forwarded to the Conference Office. For your convenience a checklist is provided below:

- _____ 1. Download and complete the Biblical Ministries Institute Application (located in the Biblical Ministries Institute Handbook downloadable from the Cornerstone Conference website, www.cornerstonecmc.org, under the tab, "Our Ministries").
Date Completed: _____
- _____ 2. Attach a check in the amount of \$125.00, payable to the Cornerstone Conference. One hundred dollars is the charged for the non-refundable, one-time application fee. Twenty-five dollars is charged for the Criminal Background inquiry all applicants are required to pay.
Date Completed: _____
- _____ 3. Attach a recent photograph of yourself to your Ministerial Credentials Application. Please do not use the photo of yourself on your Driver's License.
Date Completed: _____
- _____ 4. Attach a copy of your Social Security Card to the Ministerial Credentials Application. Please note this information is securely kept in your file at the Conference Office and is not shared with any individual who is not an elected or appointed Cornerstone Conference Official in the Cornerstone Conference Office.
Date Completed: _____

- _____ 5. Attach a copy of your tithing record for the previous year from the Conference or Denominational State Office. If you are seeking transfer into the Cornerstone Conference from an independent group or local church where you served in the previous year when filing this application.
Date Completed: _____
- _____ 6. Attach a copy of your current Driver's License.
Date Completed: _____
- _____ 7. Download and complete the Biblical Ministries Institute application. The application is located in the Biblical Ministries Handbook under "Our Ministries" on the Cornerstone Conference website, www.cornerstonecmc.org.
- _____ 8. Send \$100.00 for the Biblical Ministries Institute Application Fee to the Cornerstone Conference Ministry Center. The mailing address is found on the next page.
Date Completed: _____
- _____ 9. Attach copies of all required written responses to the questions and information requested in the application.
- _____ A. Sign, and have the Information Authorization and Release Form notarized and send the original to the Conference Office.
Date Completed: _____
- _____ B. Have the Lead Pastor and local church Secretary sign the Ministerial Credentials Recommendation Letter, and forward the original to the Conference Office.
Date Completed: _____
- _____ C. Sign the Financial Requirements Form and mail the original to the Conference Office.
Date Completed: _____
- _____ D. If you have experienced a divorce, attach a copy of the Divorce Decree to the Ministerial Credentials application.
Date Completed: _____
- _____ E. Make three copies of the Evaluation-Reference Forms and distribute a copy to the:
- _____ 1) Lead Pastor
Date Completed: _____
- _____ 2) A Businessperson
Date Completed: _____
- _____ 3) An individual who is not a relative
Date Completed: _____

- ____ 10. Secure and attach a copy of your most recent personal credit report.
Date Completed: _____
- ____ 11. Sign and make a copy of the Criminal Background Authorization and Release Form. Forward the signed and dated copy to the Cornerstone Conference Office.
Date Completed: _____

Mail the application and all required documents to:

Cornerstone Conference Ministry Center
PO Box 150
Browns Summit, NC 27214-0150

**Application For Reinstatement
International Pentecostal Holiness Church Cornerstone Conference**

Please Attach A Recent Photo of Yourself
(Note: The photo does not have to match the identical size of this
box, but should be attached here)

Date: _____

Name: _____

Current Mailing Address:

Email Address: _____

Telephone Number: _____

When were you a member of the Cornerstone Conference? _____

What ministerial credential did you hold in the Cornerstone Conference?

_____ Local Church Minister's License

_____ Minister's License

_____ Ordination

Do you want to be reinstated with the same credential you held when you departed from the
Cornerstone Conference? _____ Yes; _____ No

Did you pastor a church in the Cornerstone Conference prior to leaving the Cornerstone Conference?
_____ Yes; _____ No

If you answered yes to the preceding question, what church did you serve as pastor?

Please state the reason(s) for your departure from the Cornerstone Conference

Where are you currently attending church?

Are you involved in any ministry or ministries in the local church? If so, please state them below:

Why do you desire to be reinstated into the Cornerstone Conference?

Do you desire a pastoral assignment in the Cornerstone Conference?

_____ Yes; _____ No

Have you joined another denomination or IPHC Conference since your departure from the Cornerstone Conference? _____ Yes; _____ No

If yes, please state the denomination or IPHC Conference:

Have you attended and/or completed classes since departing from the Cornerstone Conference?

Yes; No

If yes, please state the college, university, or training courses you have completed:

Should your reinstatement be completed, please state any assistance the Cornerstone Conference might give you to enable you to find fulfillment in God's will for your life

Are you in harmony with the doctrinal position of the International Pentecostal Holiness Church?

Yes; No; Uncertain

If you answered "No" or "Uncertain" please briefly elaborate below:

Are you willing to complete classes through the Cornerstone Conference Biblical Ministries Institute if required as the conditions of your reinstatement to the Cornerstone Conference? Yes; No

Has your marital status changed since departing from the Cornerstone Conference? Yes; No

If you answered yes to the previous question, please state how your marital status has changed:

Documents

On the following pages you will find the various necessary documents you are responsible to complete, sign, make copies and distribute to the appropriate parties, and in one case have notarized.

It is the responsibility of the individual who desires to transfer into the International Pentecostal Holiness Church to oversee the distribution of the appropriate documents, as well as follow-up with those individuals who are to return the documents to the Cornerstone Conference. With the exception of the *International Pentecostal Holiness Cornerstone Conference Minister's Personal Covenant Pledge*, the remaining documents are needed in order to complete your file and expedite the process of your potential transfer into the Cornerstone Conference. The *International Pentecostal Holiness Cornerstone Conference Minister's Personal Covenant Pledge* will be signed and dated by you, the Cornerstone Conference Superintendent, and a designated witness at the time you are formally assigned as Lead Pastor to one of the churches within the Cornerstone Conference.

Please make a copy of each of the documents you are responsible to have completed. Keep the copies for your records, and please mail the original copies to:

Cornerstone Conference Ministry Center
Post Office Box 150
Browns Summit, NC 27214-0150

Note: The information contained in the application and all documents required will be placed into your personal file. Members of the Cornerstone Ministerial Credentialing Committee and the Cornerstone Executive Council view these documents in the process of vetting all incoming transferees into the Cornerstone Conference. The Ministerial Credentialing Committee and Cornerstone Executive Council maintain a trusted level of confidentiality with all information submitted in the application and related documents. Should you have questions regarding these matters, please feel free to contact the Cornerstone Conference Ministry Center Office.

Information Authorization and Release

I, the undersigned, having filed an application for credentials with the Cornerstone Conference (herein referred to as "Conference") of the International Pentecostal Holiness Church consent to have an investigation made as to the conduct of my personal affairs, my moral character, professional reputation, fitness for the ministry, and such further information as may be received by or reported to the above-named Conference. I agree to give any further information that may be required in reference to my past history.

I authorize and request every person, firm, company, corporation, governmental agency, court, association, church, educational facility, or institution having control of any documents, records, and other information pertaining to me to furnish to the Conference of the International Pentecostal Holiness Church any such information, including documents, records, or other information regarding charges or complaints filed against me, formal or informal, pending or closed, and to permit the above-named Conference or any of its agents or representatives to inspect and make copies of such documents, records, and other information.

I hereby release, discharge, and exonerate the Conference of the International Pentecostal Holiness Church, its agents and representatives and any person furnishing information from any and all liability of every nature and kind arising out of the furnishing or inspection of such documents, records, and other information or the investigations made by or on behalf of the above-named Conference. The Conference of the International Pentecostal Holiness Church shall not be required to verify any information received during the course of its investigations, and shall not be liable for acting on the basis of any information which later appears to have been false or incomplete.

I have read and signed the foregoing Authorization and Release as my own free act and deed.

Signature

STATE OF _____ COUNTY OF _____

Subscribed and sworn before me this _____ day of _____, 20____

Notary Public

My commission expires: _____

**AUTHORIZATION AND RELEASE
CRIMINAL BACKGROUND HISTORY**

I, the undersigned, having filed an application for credentials with the Cornerstone Conference of the International Pentecostal Holiness Church consent to secure a criminal background history on me as an individual and will furnish a copy of that report to the Conference office. I understand that I am responsible for the cost of obtaining this history report.

I hereby release, discharge, and exonerate the Cornerstone Conference of the International Pentecostal Holiness Church, its agents and representatives and any person furnishing information from any and all liability of every nature and kind arising out of the furnishing or inspection of such documents, records, and other information or the investigations made by or on behalf of the above-named Conference. The Conference shall not be required to verify any information received during the course of its investigations, and shall not be liable for acting on the basis of any information that later appears to have been false or incomplete.

I have read and signed the foregoing Authorization and Release as my own free act and deed and included my \$25.00 background check fee.

Signed: _____

Please complete the following and return to us along with your completed application:

PLEASE PRINT CLEARLY

Name: _____

Date of Birth: _____

Address:

Race: _____ Gender: _____ Male _____ Female

Social Security Number: _____

Driver's License Number: _____ State: _____

Financial Requirements of the Cornerstone Conference International Pentecostal Holiness Church

1. Tithes & Reports:

A. Licensed/Ordained Ministers

“Since tithing is the biblical basis for the financial guidelines of the church (Genesis 14:20; Malachi 3:8- 11; Matthew 23:23), clergy are to serve as leaders and role models for the church in tithing. This includes retired clergy. To do so, they must pay full tithes (10 percent of all income) into the storehouse. The “storehouse” for the minister is the Conference treasury (just as the “storehouse” for the church member is the local church treasury). In light of this position, all clergy are required to give a full tithes monthly into the Conference treasury, or the General treasury, according to their membership status, and to report monthly on forms provided. Licensed Ministers are expected to tithe monthly to their Conferences on all income from both ministerial and secular sources. Income for these purposes includes but is not limited to salary, housing allowance, utilities paid by a church, and honoraria.” (Source: By-Laws, Section IV, Clergy, Current IPHC Manual)

B. Ministers who do not comply with the tithing rule shall be dealt with in the manner listed in the Current Manual of the International Pentecostal Holiness Church.

C. Local Church Minister’s Certificate

- 1) Local Church Ministers are amenable to the local church where they hold their membership and shall tithe their income to the local church treasury.
- 2) Any person with a Local Church Minister’s Certificate who is serving as a Senior Pastor shall be amenable to that respective Conference, shall follow the tithing and reporting requirements that apply to a licensed minister, and shall be granted a vote in Conference

2. All ministers are eligible to join the General Retirement Program.

3. Ministers who pastor a church are required to put forth every effort possible to get their church to support the general tithes, conference budget, and the retirement program.

This is to certify that I have read the financial requirements of the Cornerstone Conference of the International Pentecostal Holiness Church, as outlined above, and hereby sign this statement that I will attend to these requirements monthly. If, and/or when these requirements change by vote of the Conference, I promise to adhere to such changes.

Signed: _____

Date: _____

CORNERSTONE CONFERENCE
INTERNATIONAL PENTECOSTAL HOLINESS CHURCH
PO Box 150, Browns Summit, NC 27214
336-656-7936 or Toll-free: 877-367-9622
Website: www.cornerstonecmc.org

RECOMMENDATION / EVALUATION FORM – MINISTERIAL CANDIDATE



APPLICANT (READ CAREFULLY):

PLEASE SEND ONE FORM EACH (FOUR PAGES) TO EACH OF THE FOLLOWING:

1. YOUR LOCAL CHURCH PASTOR
2. A BUSINESS PERSON/EMPLOYER
3. A PERSON OF YOUR CHOICE WHOM YOU BELIEVE WOULD MAKE AN UNBAISED ASSESSMENT OF YOUR PERSONALITY AND ABILITIES.

● **NOTE:** NONE OF THE INDIVIDUALS IN CATEGORIES TWO AND THREE ABOVE SHOULD BE RELATED TO YOU BY FAMILY.

ON **EACH FORM** YOU **MUST** EITHER WAIVE YOUR RIGHT TO EXAMINE, OR RESERVE YOUR RIGHT TO EXAMINE THE FORM, AND SIGN ON THE LINE PROVIDED UNDER THE STATEMENT.

EACH OF THESE PERSONS WILL MAIL THE EVALUATION DIRECTLY TO THE CORNERSTONE CONFERENCE MINISTRY CENTER OFFICE. IT IS RECOMMENDED YOU INCLUDE A PROPERLY ADDRESSED, STAMPED ENVELOPE WITH EACH FORM.

PLEASE CLEARLY PRINT OR TYPE THE REQUESTED INFORMATION IN THE BOX ON THE NEXT PAGE PRIOR TO SENDING THE EVALUATION FORMS TO THE INDIVIDUALS FOR COMPLETION.

REV.; MR.; MRS.; OR MS.

APPLICANT'S NAME:

(LAST) (FIRST) (MIDDLE) (MAIDEN)

PRESENT ADDRESS:

STREET/PO BOX

CITY STATE ZIP CODE

HOME PHONE #

CELL PHONE #

WORK PHONE #

EMAIL ADDRESS: _____

NAME OF CHURCH OR MINISTRY: _____

I, _____ OF _____

AM APPLYING FOR MINISTERIAL CREDENTIALS IN THE CORNERSTONE CONFERENCE OF THE INTERNATIONAL PENTECOSTAL HOLINESS CHURCH. THE CONFERENCE EXECUTIVE COUNCIL AND THE MINISTERIAL CREDENTIALING COMMITTEE WOULD APPRECIATE YOUR UNBIASED ASSESSMENT OF MY PERSONALITY AND ABILITIES IN THE APPLICATION PROCESS.

APPLICANT MUST CHECK AND SIGN ONE OF THE STATEMENTS BELOW. UNDER LAW THE APPLICANT MAY VIEW THIS DOCUMENT IN THEIR FILE AT ANY TIME, UNLESS THE APPLICANT WAIVES THE RIGHT TO VIEW THIS COMPLETED FORM.

____ I HEREBY WAIVE MY RIGHT TO REVIEW THIS COMPLETED FORM, AND UNDERSTAND BY DOING SO THE INFORMATION CONTAINED HEREIN WILL REMAIN CONFIDENTIAL.

SIGNED

DATE

____ I RESERVE THE RIGHT TO REVIEW THIS COMPLETED FORM.

SIGNED

DATE

INDIVIDUAL COMPLETING THE RECOMMENDATION FORM:

1. How long have you known the applicant? _____ Years _____ Months
2. Do you feel that you know the applicant well enough to evaluate his/her eligibility for ministry credentials? Yes No
3. What is your relationship to the applicant? Friend Pastor Casual
Professional Other
-
4. How well do you know the applicant? By name / sight Casually / few personal contacts
 Fairly well / numerous personal contacts Very close ministry relationship
 Mentoring relationship

Comments:

6. In your opinion, does the applicant exhibit a “call” to the ministry? Yes No
 Uncertain

Comments:

1. To your knowledge, is the applicant currently involved in active ministry? Yes No
Uncertain

Comments:

5. Pulpit experience – preaching and teaching: Well experienced Light experience
No experience Uncertain

6. Work habits in the ministry: Very industrious – does more than required
 Satisfactory Does enough to get by Does less than expected Uncertain
7. Stability / ability to withstand pressure – check all that apply: Tolerates pressure well
 Average tolerance – usually remains calm Easily irritated Cannot handle pressure
 Uncertain
8. Personal organization: Conscientious, tidy, clean Fairly neat Tends to be disorderly
 Disorderly and untidy Uncertain
9. Submissive – Response toward authority: Helpful and cooperative Usually responsive
 Resentful of authority Not cooperative / very resentful of authority
 Uncertain
10. Marriage and family: Attentive to spouse and children Neglects spouse and children
 Spouse and children take a back seat to ministry Uncertain
11. Emotional stability: Self-controlled and mature Usually stable Moody and changeable
 Many uncontrolled periods – unstable
12. Please give your knowledge of the applicant's involvement in church activities (Check one only):
 Attends irregularly – shows little interest Seldom participates, but attends regularly
 Cooperative, usually willing to help Enthusiastic and is deeply involved

Comments:

13. To your knowledge, is the applicant currently involved in any heresy: Yes No
If yes, explain:

14. Having observed this person in the ministry, would you: Highly recommend Recommend
 Recommend with reservations Do not recommend

Please explain: _____

15. Please give us your personal comments on the personal integrity of this applicant.

16. List what you consider to be the applicant's strong points.

17. List what you consider to be the applicant's weak points.

18. Does the applicant have any personality traits which impair his / her relationship with others?

1. Please state any matter the Ministerial Credentialing Committee should know that will assist us in our determination of the candidate's character, personality, skills, or interaction with other's you have observed. Please list any specific incidents of which you are personally aware.

21. Please indicate your rating in the areas below:

	Above Average	Average	Below Average	Not Able To Observe
Leadership				
Responsibility				
Christian Commitment				
Moral Character				
Integrity / Honesty				
Emotional Stability				
Personal Appearance				
Ministerial Potential				

22. I recommend the applicant for Ministerial Credentials

- Yes, without hesitancy
- Yes, but with some reservation
- No, not in good conscience

23. If you answered "Yes, but with some reservation," please state the reason(s) for your response:

On behalf of the Cornerstone Conference Executive Council and Ministerial Credentialing Committee, please accept our sincere appreciation for your time in completing this evaluation. Should you desire to speak to someone personally about this evaluation, please feel free to contact the Conference office, and the appropriate person will contact you.

Cornerstone Conference Ministries Center
PO Box 150, Browns Summit, NC 27214
336-656-7936 or Toll-free: 877-367-9622
Website: www.cornerstonecmc.org

Your Name: _____
Signature

Please Print Clearly

Address: _____

Telephone: Home: _____
Cell: _____
Work: _____

Is it permissible to contact you at work? Yes No

Email: _____

Your Age: 18-25 26-35 36-45 46-55 55 or over

Note: If you are a credentialed minister, please note the following:

Church/Denomination/Ministry Name: _____

Your Position: _____

Credential you hold: _____

Length of time you've held the above credential: _____

Your Age: 18-25 26-35 36-45 46-55 55 or over