

CONGREGATIONAL ASSISTANT PROGRAM

Preparing Men and Women for Service in their Local Congregation

Enrollment Form

The following form must be filled out and submitted for each student pursuing certification as a Congregational Assistant. Pastors should inform the program administrative assistant upon completion of each course the student has taken. We will then be able to make congregations aware of weekend courses being offered and be able to plan the summer CAPstone sessions. Thank you for your cooperation.

Please return to: Congregational Assistant Program
Martin Luther College
1995 Luther Court
New Ulm, MN 56073

Phone: (507) 354-8221 Ext 383
Fax: (507) 233-9106
cap@mlc-wels.edu

BIOGRAPHICAL INFORMATION

Name: _____ Gender: Male Female
Last First MI Maiden

Address: _____
Number and Street City ST Zip

Home Phone: () - Cell Phone: () -

E-mail Address: _____

Marital Status: Single Married Widowed Separated Divorced Divorced and Remarried Spouse's Name: _____

Ethnicity: (Used for State and Federal Government Reports) (Optional):

- American Indian or Alaska Native Native Hawaiian or other Pacific Islander
 Black or African American Asian Hispanic White Two or more races

Student's First Language: _____ English Fluency: _____

If first language is other than English, what language is used for course instruction: _____

Have you served in the armed forces? Yes No Dates: _____ Branch: _____

CHURCH MEMBERSHIP

Are you a member of the Wisconsin Evangelical Lutheran Synod? Yes No For how long? _____

If yes, of which WELS district are you a member? _____ If no, of which synod or church body are you a member? _____

Congregation: _____ For how long? _____

Pastor(s): _____

PASTORAL STUDIES INSTITUTE

After having successfully completing the Congregational Assistant Program, do you plan to begin preparing for the pastoral ministry through the Pastoral Studies Institute? Yes No

If yes, may we share your address with the Pastoral Studies Institute and update them on your progress in the Congregational Assistant Program? Yes No

EDUCATIONAL HISTORY

Elementary: Grades attended in public school: _____ Grades attended in Lutheran school: _____

Secondary: Grades attended in public school _____ Grades attended in Lutheran school: _____
Colleges /

Universities: _____
Name of Institution _____ Dates attended _____

Colleges / _____
Universities: _____
Name of Institution _____ Dates attended _____

Colleges / _____
Universities: _____
Name of Institution _____ Dates attended _____

Earned degrees: _____
Kind _____ Institution _____ Year _____ Major _____ Minor _____

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Kind _____ Institution _____ Year _____ Major _____ Minor _____

EMPLOYMENT HISTORY

Current or Last Employer

Employer _____ Position Held _____ City, ST _____ Start/Stop Dates _____
Previous Employment

Employer _____ Position Held _____ City, ST _____ Start/Stop Dates _____

Employer _____ Position Held _____ City, ST _____ Start/Stop Dates _____

Employer _____ Position Held _____ City, ST _____ Start/Stop Dates _____

HEALTH & BACKGROUND INFORMATION

Have you, or have you had, any physical disability or chronic illness? Yes No

If yes, please explain _____

Have you ever been under professional care for emotional or mental difficulties? Yes No

If yes, please explain _____

Have you ever been convicted of a felony? Yes No

If yes, please explain _____

Have you ever been convicted of any kind of sexual misconduct or sexual or physical abuse? Yes No

If yes, please explain _____

How were you referred to our program: _____

Date courses will begin / were begun: _____
Month / Year

Anticipated date student will be ready for
Capstone course: _____
Summer of (Year)

ACKNOWLEDGEMENT

In signing this application, I state that the information provided in this application is accurate and complete to the best of my knowledge. Both pastor and student agree that they will work diligently to meet the academic responsibilities of studying in the Congregational Assistant Program.

Student's Signature: _____ Date: _____

Pastor's Signature: _____ Date: _____

Pastor's Email: _____

**Please note: Pastor's Recommendation form is necessary for enrollment.*

Please note: Martin Luther College's Annual Security Report is public safety information about our campus and can be accessed by clicking [here](https://mlc-wels.edu/student-life/annual-security-and-fire-report/) or by visiting <https://mlc-wels.edu/student-life/annual-security-and-fire-report/>

