

CME CONNECTIONAL CPE

SAMPLE LETTER OF REFERENCE FROM PRESIDING BISHOP

ON OFFICIAL LETTERHEAD

[Date]

CME Connectional CPE Program
Academy for Public Theology/NIHD, Inc.
P. O Box 11
Fairfield, AL 35064

Dear CPE Supervisor:

This letter of reference is being provided for [Name of Applicant] to be enrolled in the CME Connectional CPE Program. He/she is in good standing in the denomination. He/she is authorized to use his/her pastoral appointment or assignment at [Name and Address of local church or ministry site] for the ministry requirement of the CPE program. His/her official title at that ministry is _____.

This certifies the ministry status of the above-named individual:

- Local Preacher
- Minister on trial for _____ year
- Full Connection

I understand that the applicant will provide me or my designee with a copy of their certificate of credit and final evaluation upon completion of the program.

[Additional comments]

[Signature of Presiding Bishop]