



“The Covenant Orientation Program seeks to enhance the unity of the Evangelical Covenant Church; by providing common educational experiences in the Covenant’s heritage, distinctives, and mission, by immersing students in life experiences of the Covenant, and by developing a close advising relationship with an established Covenant colleague.”

--Mission Statement

## General Information

### Covenant Orientation:

- Fulfills the orientation requirement for credentialing set by the Board of the Ordered Ministry
- Seeks to increase pastors' knowledge and appreciation of Covenant distinctives and heritage
- Is designed to connect pastors more fully to the Covenant fellowship
- Offers practical tools for fruitful ministry in the Covenant context
- Is designed to be completed in 2 years, although more time can be taken
- Consists of three components:
  - Component 1: Orientation Studies (4 courses)
  - Component 2: Covenant Life Experiences (6 experiences)
  - Component 3: Advising Relationship (1 year)
- Has a program fee of \$4750

Covenant Orientation allows for the inclusion of many who would otherwise be unable to receive Covenant ministry credentials. Orientation to ministry in the Evangelical Covenant Church is also available through the year-long residential orientation program at North Park Theological Seminary. The Board of the Ordered Ministry recognizes that some persons are called to serve within the Covenant but are unable to move to Chicago to attend North Park Theological Seminary. Covenant Orientation is designed to provide a way for these people to fulfill the orientation requirement for Covenant credentialing.

### PROGRAM LENGTH

The program is designed for completion in two years, although up to six may be used if needed.

### COVENANT ORIENTATION and COVENANT CREDENTIALS

Orientation is a requirement for commissioning, ordination, transfer of ordination and most ministerial licenses in the Evangelical Covenant Church. To receive a license application or more information regarding credentialing, contact the regional or conference office where you serve. Pastors requesting the Bi-vocational license and over 60 years of age take only the Vocational Excellence class.

Pastors can be credentialed and fully functional while in Covenant Orientation.

Other orientation options exist for those for whom the English language is difficult. For information please call us at 773-583-3211.

**Enrolling in Covenant Orientation** consists of submitting a completed application and the \$100 application fee. Transcripts (of the highest level of education) can come later. Receipt of the application and \$100 fee will generate a first program fee invoice. A program fee payment must be made before a pastor takes his/her first Covenant Orientation class or by January 15<sup>th</sup>, whichever is first.

# Covenant Orientation

## COVENANT ORIENTATION PROGRAM FEE

The program fee of \$4750 covers:

- The cost of the course itself.
- For courses taken during the Midwinter conference, the registration fee

Not covered by the program fee:

- Course readers
- Transportation
- Lodging and meals (we try to provide economical options)
- Registration for Covenant Life Experiences other than the Midwinter conference

A healthy minister is always studying, learning and growing. It may be helpful to think about Covenant Orientation as prescribed continuing education studies for the first years of your ministry in the Covenant context, and to present your needs for study time and funds to your ministry setting in this light. Perhaps there is a budget line for continuing education that can be accessed for this.

The days spent in Covenant Orientation courses, the additional time spent doing course assignments, the expense of travel and housing during classes represent a significant investment on the part of pastors and their ministry settings. However, the expense should always be weighed against the personal and financial costs of the other main orientation option which involves living in Chicago for a year.

A limited amount of scholarship money is available for Covenant Orientation students. Priority will be given to those who don't have a church which is able to help them and who are not receiving other assistance. The deadline for Covenant Orientation scholarship applications is January 5<sup>th</sup>. The application is available online at [www.covchurch.org](http://www.covchurch.org) and may be requested from the Covenant Orientation office by phone, email or post.

## Component 1 : Studies

Covenant Orientation includes four orientation courses. These courses are designed to provide a common educational experience focusing on the Covenant's heritage, distinctives and mission.

Two courses **can be taken for credit** (granted by North Park Theological Seminary and transferable to any ATS accredited school.

Example of a workable course schedule		
	Two Year Schedule	Three year Schedule
1 <sup>st</sup>	Theology (Midwinter) Vocational Excellence (Fall)	History (Midwinter) Vocational Excellence (Fall)
2 <sup>nd</sup>	History and Mission & Ministry (two week intensive North Park)	Mission & Ministry (Midwinter)
3 <sup>rd</sup>		Theology (Fall)

A transcript of credits can be requested from North Park Theological Seminary at any time. Courses adhere to North Park's Academic Policies.

All courses require preparation in the form of pre-reading and possible time online to maximize the time spent in the actual classroom setting.

# Covenant Orientation

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Each course is offered at least twice a year. Courses are normally offered in conjunction with the Midwinter conference, during a summer intensive at North Park Theological Seminary in Chicago and in the spring and fall at conference sites.

Coursework needs to be completed by or during the Midwinter conference before ordination or commissioning takes place to give time to grade papers.

Please see the course schedule at [www.covchurch.org](http://www.covchurch.org) for the most current class listings, or contact the Covenant Orientation office.

**Registering for courses:** Once a pastor is enrolled in Covenant Orientation he/she will get course registration forms as they are available, usually one or two months before the class. They will be sent by email and posted at [www.covchurch.org](http://www.covchurch.org)

**Syllabi:** Access to course syllabi is given with the confirmation of registration. Syllabi describe work which must be done and materials which must be purchased before class attendance.

**Course reading materials** can be purchased at <http://covbooks.com/collections/orientation>

**Turning in papers:** Students are given **six weeks** from the last day of class to turn in coursework. Papers may be mailed, postmarked by the due date or emailed as attachments. Papers that include the student's name are most satisfactory! Covenant Orientation can print documents created in Microsoft Word and Microsoft Publisher. Students should use their name as part of the title when they save their paper for ease in identification. (example: save as "PolitypaperKim.doc") Extensions are given in emergency situations.

**Grades:** Instructors have six weeks to grade and return papers. Graded papers are returned to students. Credits are "stored" by North Park Theological Seminary. Transcripts can be requested from North Park.

## **Note for CURRENT SEMINARY STUDENTS:**

Two courses can be taken for three graduate credits each, which may be transferred to any seminary which is accredited by ATS. (History and Theology) In addition, we are happy to work with your institution to see if we can **save you money** on assessment tools which might be acceptable to both programs.

## **Course Descriptions**

**History:** (3 credits) (39 hours)

answers the question: Where did the Covenant Church come from and how did we get to where we are today?

This course is designed to help the student understand and interpret the evangelical and pietistic tradition within which the Covenant Church stands. Attention is given to the Reformation and to expressions of pietism and its historical and theological development in Sweden and North America in the 19th and 20th centuries, the history of ethnic diversity in the Covenant and the history of our hymnody.

# Covenant Orientation

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## **Theology:** (3 credits) (39 hours)

answers the question: What does the Covenant Church believe and how do we do theology?"

This course examines topics such as Women in Ministry, the Atonement, Sacraments, Ethnic Commitments, Worship and the Simultaneous Commitment to Evangelism and Compassion that are treated in a characteristically Covenant manner.

## **Mission & Ministry:** (26 hours)

answers the question: How does the Covenant Church pursue Christ's priorities in the world?

This course explores the Covenant Church's ministry initiatives and institutions, both regionally, denominationally and globally. It also explores what resources are available to strengthen and assist the ministry of the local church and how we are organized to carry this out.

## **Vocational Excellence:** (26 hours)

answers the question: What are the ethical and professional expectations of those who serve vocationally in the Covenant Church? How does a pastor stay healthy in ministry?

This course is designed to explore the meaning of credentialed and endorsed ministry in the Covenant Church and the responsibilities and competencies of those called to these positions. Areas of inquiry will include: licensing, commissioning, ordination, ethical guidelines, formal care and discipline, collegiality, ministerial health and boundaries. **This course is open to and recommended for the whole Covenant ministerium.**

## **Component 2: Covenant Life Experiences**

Covenant Life Experiences are designed to immerse the student in the life of the greater Evangelical Covenant Church. These are opportunities for the student to learn about the greater Covenant church, to worship with and develop relationships with Covenant pastors from the greater Covenant church, and to contribute to the life of the greater Covenant church.

### **Requirements**

Covenant Orientation pastors need to participate in at least six Covenant Life Experiences. Credit may be given for experiences within three years prior to enrollment or any time during the program. Students may use up to three repetitions of experiences toward fulfillment of the six. Three experiences are required. The other three may be chosen from either list below.

### **Required Experiences**

- 1) The denominational Covenant Annual Meeting including the annual meeting of the Ministerium. (attending business sessions as a delegate or general conferee)
- 2) The Midwinter Conference; this may include years when Covenant Orientation classes are taken
- 3) Fall Conference Ministerium Retreat (called by different names in each conference)

### **Elective Experiences**

- 4) Service on a Conference or Denominational board, commission, or approved committee
- 5) Conference Annual Meeting, including the Conference Ministerium Annual Meeting
- 6) Mission/service project on a Covenant mission field
- 7) Service on staff of the denominational youth event, CHIC
- 8) Involvement in a course taught by North Park Theological Seminary faculty (only non-orientation classes; Internet courses do not qualify)
- 9) Conference retreat designed by conference staff for purpose of Covenant orientation
- 10) Youth Workers Connection, Worship Connection, Children and Family Ministry Connection
- 11) Pastor-in-residence program at North Park Theological Seminary

- 12) Covenant Women Triennial
- 13) Camp pastor at a Covenant Bible camp
- 14) Church planter training (may be used once)
- 15) Credit may be given for other Covenant Life Experiences not specifically mentioned.

## Receiving Credit

After completing a Covenant Life Experience, students should notify the Covenant Orientation office to receive credit.

## Component 3: Advising Relationship

The third component of Covenant Orientation is an advising relationship with an established Covenant colleague. This advising relationship is designed to connect you with a veteran pastor from your area willing to listen to your experiences, answer your questions, lend advice, and help you become more firmly rooted in your local Covenant context.

### Choosing an Advisor

Each Covenant Orientation student is required to choose an advisor as a part of the application process. Advisors must be active, ordained or commissioned Covenant ministers with at least five years of service in a local Covenant Church. Retired pastors are suitable advisors. Once an advisor is approved by the Department of the Ordered Ministry, Covenant Orientation will send him/her an explanation of Covenant Orientation, guidelines for the relationship, and a form to complete and return signifying the fulfillment of the requirement.

### Length of Relationship

This relationship should last at least one year and include at least three evenly spaced meetings, i.e., one meeting every three or four months. Ideally, the advisor would attend local ministerium meetings and conference meetings with the student and introduce him or her to peers in ministry.

### Relationship Content

The guidelines sent to advisors by Covenant Orientation will include a brief suggestion for each meeting. These suggestions provide a starting point for discussion.

- Meeting one: get acquainted; share why each has chosen the Covenant.
- Meeting two: debrief a specific Covenant Life Experience and discuss your life in the Covenant.
- Meeting three: review an orientation class and discuss how it relates to your Covenant ministry.

### Completing the Relationship

Following the final meeting, the advisor should notify Covenant Orientation of the completion of this requirement. The Advisor may use the form sent to him/her or an email or letter.

## Contact us:

We place a high value on having pastors well-oriented at the very beginning of their time as a credentialed Covenant minister. Making satisfactory progress in the program is seen by the Board of the Ordered Ministry as a prerequisite for continued credentialing. However, we empathize with busy pastoral and family schedules and the pressures of ministry. **Our goal is to make it work for each pastor.** Please contact us if you have questions or we can help make the program work for you.

773-442-6581 or [covenant.orientation@covchurch.org](mailto:covenant.orientation@covchurch.org)  
or <http://www.covchurch.org/vocational-ministry/orientation/>

8303 W. Higgins Rd  
Chicago, IL 60631

# Application

**Name:** \_\_\_\_\_  
First Middle Last Nickname (if you'd like us to use it) Regional Conference where serving

## Credit for Covenant Life Experiences

Covenant Orientation will grant credit for up to three "Covenant Life Experiences" attended within the last three years. Please see <http://www.covchurch.org/ministry/ceop> for a complete list. (not required for BVL or Over-60's)

Type of Experience	Location	Date of Experience
Type of Experience	Location	Date of Experience
Type of Experience	Location	Date of Experience

## Program Fee

Program fee is \$4750 for all four courses. This covers courses and the cost of Midwinter registration fees during years when courses are taken. Each class costs \$1162.50 plus the \$100 application fee.

**If you are enrolled in a seminary program please check with us and them about potential cost savings on vocational assessment tools.**

If you need to set up a payment plan, please contact the Covenant Orientation office. An invoice will be sent upon receipt of this application. The first installment is due before the first class is taken.

## Advising Relationship: (not required for BVL or Over-60's)

Advisor's Name: \_\_\_\_\_ Phone number \_\_\_\_\_

Advisor Signature: \_\_\_\_\_

*(Please note: signatures of Advisor indicate full agreement with the criteria of the Advising relationship as defined by Covenant Orientation, especially the requirement of **at least 5 years** ordination in the ECC)*

## Application Checklist:

In order to enroll in Covenant Orientation you will need to have submitted these items:

- Covenant Orientation application
- \$100 application fee
- Application for background check, disclosure form and \$75 fee (if you have not already completed one as a part of an application through the ECC for a ministerial license.)

<b>For office use</b>
Application fee _____
Dept Ord Min OK _____

## Application page 2

Name: \_\_\_\_\_ Gender:  Male  Female  
                    First                    Middle                    Last

Home Address: \_\_\_\_\_ Birth Date: \_\_\_\_\_ / \_\_\_\_ / \_\_\_\_  
                    Street Address  
                    \_\_\_\_\_  
                    City                    State                    Postal Code

Home Phone Number: (\_\_\_\_) \_\_\_\_-\_\_\_\_ Other Phone Number: (cell?) (\_\_\_\_) \_\_\_\_-\_\_\_\_

FAX Number: (\_\_\_\_) \_\_\_\_-\_\_\_\_ Email Address: \_\_\_\_\_

Church or Institution Presently Serving: \_\_\_\_\_  
  Church Name  City, State  Position

### Educational Background

List all schools attended since your high school graduation in \_\_\_\_\_ (year)

Institution	Location	Dates attended	Degree/ Year Received
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Undergraduate Major: \_\_\_\_\_ Graduate Major: \_\_\_\_\_

### Bi-Vocational License or Over-60

If you are applying for the Bi-vocational License or are over 60 years of age you must only take the Vocational Excellence class. The fee of \$600 covers assessment tools and the course itself. Please complete the entire application (except Life Experiences and Advisor, which aren't required) and submit payment for \$100. You have two years from the date of your first-time license to complete this class. The remaining \$500 is due before you take the class.

- I am applying for the Bi-Vocational License: enclosed is my payment for \$100
- I am over 60 years in age: enclosed is my payment for \$100

If you have not already done so as a part of your licensing process, you must also complete the application for background check and disclosure form and send \$75 for that process.



The Evangelical Covenant Church  
8303 W. Higgins Road  
Chicago, Illinois 60631-2941

Department of the Ordered Ministry  
Phone 773 – 583 – 3211; Fax 773 – 583 – 3292  
E-mail: ministry@covchurch.org

## INVOICE

Criminal Record Screening

Please complete the following forms and enclose a check for \$75.00\*

1. Permission to Obtain a Background Check -Authorization and Release
2. Copy of this Invoice page
3. Check or credit card payment for \$75.00 payable to the *Evangelical Covenant Church*

**NOTE:** Please return ALL forms AND payment together in the same envelope. Materials will not be processed until all items have been received.

Name \_\_\_\_\_ Date \_\_\_\_\_

Church/Ministry Setting \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_

Position \_\_\_\_\_

I am applying for this credential: \_\_\_\_\_

I am in Covenant Orientation

I am an NPTS student

I am in the open-to-call process. My credential is: \_\_\_\_\_

World Missions: \_\_\_\_\_

Church Growth & Evangelism: \_\_\_\_\_

# Permission to Obtain a Background Check

I, the undersigned applicant (also known as "consumer"), authorize **The Evangelical Covenant Church** through its independent contractor, LexisNexis, to procure background information (also known as a "consumer report and/or investigative consumer report") about me. This report may include my driving history, including any traffic citations; a social security number verification; present and former addresses; criminal and civil history/records; and the state sex offender records.

I understand that I am entitled to a complete copy of any background information report of which I am the subject upon my request to **The Evangelical Covenant Church** if such is made within a reasonable time from the date it was produced. I also understand that I may receive a written summary of my rights under the Fair Credit Reporting Act.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**Current Name:** \_\_\_\_\_

**First**

**Middle**

**Last**

Surname when you received your SS#: \_\_\_\_\_

AKAs, maiden names, other surnames, if applicable: \_\_\_\_\_

If married, date of marriage: \_\_\_\_\_

**PLEASE LIST ALL ADDRESSES FOR THE PAST SEVEN (7) YEARS. USE BACK OF FORM IF NECESSARY.**

Current: \_\_\_\_\_ from \_\_\_\_\_ to \_\_\_\_\_  
Street /P. O. Box (include apartment #) City State Zip Code

Previous: \_\_\_\_\_ from \_\_\_\_\_ to \_\_\_\_\_  
Street /P. O. Box (include apartment #) City State Zip Code

Previous: \_\_\_\_\_ from \_\_\_\_\_ to \_\_\_\_\_  
Street /P. O. Box (include apartment #) City State Zip Code

Social Security Number: \_\_\_\_\_ Home Telephone Number: \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Gender \_\_\_\_\_

Please email me a copy of this report. Email Address: \_\_\_\_\_

Please email a copy of this report to my church. Email Address: \_\_\_\_\_

**FORMS WHICH ARE INCOMPLETE OR ILLEGIBLE WILL NOT BE PROCESSED.**

FOR OFFICE USE ONLY:

Date received: \_\_\_\_\_ Date submitted: \_\_\_\_\_ Date completed: \_\_\_\_\_ Dbase updated: \_\_\_\_\_

Paid: \_\_\_ Check \_\_\_\_\_ Cash \_\_\_\_\_ C.Card \_\_\_\_\_ Invoice Conference/Department: \_\_\_\_\_

## DISCLOSURE FORM

*The purpose of this form is to bring to our attention any issues which may need addressing prior to your credentialing in the Evangelical Covenant Church. The Department of the Ordered Ministry understands that many of these questions are deeply personal and may be difficult to answer. **Answering “yes” to any question does not necessarily mean that you will be refused ministerial credentials.** The Conference Superintendent and Executive Minister of the Ordered Ministry will read explanations and follow up if necessary. It is better to disclose issues now rather than have them come to light later. There are resources available for healing; please contact the Department for a confidential consultation. Consult the Ethical Principles for Covenant Ministers for clarity and context for the ethical issues implied in these questions. Please return this form along with your license application to your conference office. It will be forwarded to the Department of the Ordered Ministry, and will be kept in the confidential files of the Department.*

1. The Covenant requires its ministers to be chaste in singleness and faithful in a heterosexual marriage. While in seminary, licensed, or ordained as a minister, or while serving in any called ministry context, have you ever been accused of or engaged in adultery, sex outside of marriage, or any other kind of sexual misconduct?  
**(Foundational Premise “k”; Ethical Principles 1, 3)**  
Yes \_\_\_ No \_\_\_ If yes, explain fully on a separate sheet, identifying when and where each accusation was made or occasion occurred, and how each situation was resolved.  
If yes, did this incident involve a congregant, counselee, a person in your ministry or in your care constituency?  
**(Foundational Premise “j”; Ethical Principles 1, 2, 3, 5)**  
Yes \_\_\_ No \_\_\_ If yes, explain fully on a separate sheet, identifying when and where each accusation was made or occasion occurred, and how each situation was resolved.
2. Have you ever been engaged in, or investigated for or accused of any sexual or physical offense involving a minor or adult, including but not limited to child abuse, child molestation, indecent liberties with a child, incest, sexual harassment, seduction, rape, assault, battery, murder, kidnapping, child pornography, or sodomy? **(Foundational Premise “l”; Ethical Principles 1, 3)**  
Yes \_\_\_ No \_\_\_ If yes, explain fully on a separate sheet, identifying when and where each accusation was made and how each accusation was resolved.
3. Have you ever been convicted, or pled guilty or “no contest” to, a criminal offense involving sexual misconduct?  
**(Foundational Premise “l”; Ethical Principles 1, 3)**  
Yes \_\_\_ No \_\_\_ If yes, explain fully on a separate sheet (identify each conviction or plea of guilty, when and where each incident occurred, and the sentence received.)
4. Have you ever been professionally diagnosed or have you self-diagnosed with an addiction (i.e., sexual, pornography, gambling, drug, alcohol). **(Foundational Premise “m”; Ethical Principle 1)**  
Yes \_\_\_ No \_\_\_ If yes, are you in a recovery program? Please explain fully on a separate sheet.
5. Have you ever been convicted of, or pled guilty or “no contest” to, any criminal offense not mentioned previously (excluding minor traffic offenses)?

Yes \_\_\_ No \_\_\_ If yes, explain fully on a separate sheet (identify each conviction or plea of guilty, when and where each incident occurred, and the sentence received.)

6. Have you ever been found liable in civil lawsuit involving personal injuries to another person?

Yes \_\_\_ No \_\_\_ If yes, explain fully on a separate sheet (identify each case, when and where each incident occurred, and the verdict rendered.)

7. Have you ever been found liable, or participated in an out-of-court settlement as a defendant, in any civil lawsuit for an offense not described above?

Yes \_\_\_ No \_\_\_ If yes, explain fully on a separate sheet (identify each case, when and where each incident occurred, and the outcome.)

8. Has your driver's license ever been suspended or revoked due to reckless driving or driving while under the influence of drugs or alcohol (DUI)?

Yes \_\_\_ No \_\_\_ If yes, explain fully on a separate sheet (identify each conviction or plea of guilty, when and where each incident occurred, and the sentence received.)

9. Has any employer with whom you have been employed at any time in the past been sued as a result of your conduct?

Yes \_\_\_ No \_\_\_ If yes, explain fully on a separate sheet (identify each case, when and where each lawsuit was filed, and the outcome.)

10. a. What is the amount of your educational debt? \_\_\_\_\_.

b. What is the amount of your consumer debt (excluding mortgage)? \_\_\_\_\_.

11. Have you ever personally filed for bankruptcy?

Yes \_\_\_ No \_\_\_ If yes, explain fully on a separate sheet (identify each case, and when and where each incident occurred.)

12. Have you ever been accused of financial mismanagement of church and/or ministry funds?

(Foundational Premise "n"; Ethical Principle 1)

Yes \_\_\_ No \_\_\_ If yes, explain fully on a separate sheet, identifying when and where each accusation was made or occasion occurred, and how each situation was resolved.

13. Have you ever resigned or been involuntarily terminated from any ministerial position with any church or religious institution? (**Foundational Premise "g", "l"; Ethical Principles 2, 4, 6, 7**)

Yes \_\_\_ No \_\_\_ If yes, explain fully on a separate sheet (describe when and where each involuntary termination occurred, and the basis for each situation.)

14. Have you ever been or are you now subject to official disciplinary proceedings of any religious body? (**Foundational Premise "o"; Ethical Principles 2, 4**)

Yes \_\_\_ No \_\_\_ If yes, explain fully on a separate sheet (identify each case, when and where each occurred, the religious body involved, and the outcome.)

15. Have you been licensed, ordained, commissioned, or otherwise credentialed as a minister by any other religious body (other than the Covenant)? (**Foundational Premise "h"; Ethical Principle 7**)

Yes \_\_\_ No \_\_\_ If yes, explain fully on a separate sheet (identify each denomination or religious body with which you have been licensed, ordained, commissioned, or otherwise credentialed as a minister, and explain the reason for each change).

16. Are there any other facts, circumstances or health issues (i.e. mental health diagnoses, learning disabilities, divorce, etc) in your personal background which would impact your readiness for ministry or for which you would like additional resources or support?

**(Foundational Premise "e", "f"; Ethical Principle 1)**

Yes \_\_\_ No \_\_\_ If yes, please explain fully on a separate sheet.

*I acknowledge that the information contained in this form is true and complete and that any misrepresentation or omission may be grounds for rejection. I authorize the persons and entities to which this form is sent to make inquiries regarding all statements in this application. I also authorize all persons, entities, former employers, courts, law enforcement and other public agencies to respond to inquiries concerning me, to supply verification of the information contained in this form, and to comment on and state opinions regarding my background and character. I hereby release all such entities and individuals from all liability and responsibility arising from their doing so. I authorize the persons and entities to whom I have released this form to be sent and/or their agents to circulate, distribute, and otherwise share information collected in connection with this form with others as they in their sole discretion see fit. **(Ethical Principles: Consequences)***

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, Postal Code: \_\_\_\_\_

Email: \_\_\_\_\_

Best telephone contact: \_\_\_\_\_

**FOR OFFICE USE ONLY**

Reviewed \_\_\_\_\_  
(date) (initial)

Superintendent \_\_\_\_\_  
(initial)

**COMMENTS:**

**Covenant Orientation  
Credit Card Payment Form**

Please use the following credit card to make a payment:

Name \_\_\_\_\_

Purpose of Payment (application fees, criminal record screen or both)

Amount \_\_\_\_\_ Today's Date \_\_\_\_\_

Card Type (circle one) VISA    MasterCard

Card Number (16 DIGITS from the front and last three digits from the back)

\_\_\_\_\_ (\_\_\_\_\_)

Expiration Date \_\_\_\_\_

Signature \_\_\_\_\_

Address for receipt: \_\_\_\_\_

\_\_\_\_\_

Please fax to: **773-583-3292**  
or mail to: Covenant Orientation  
8303 W. Higgins Rd.  
Chicago, IL 60631

Covenant Orientation  
8303 W Higgins Rd.  
Chicago, IL 60631  
[Covenant.orientation@covchurch.org](mailto:Covenant.orientation@covchurch.org)  
773-442-6581