**Comprehensive Vocational Review**

**Report Form**

**Ministerial Formation Program**

**This document and its accompanying files are not private.** The student must send all required documents to all members of the review committee two weeks in advance. Faculty members and Ministerial Seminar professors have access to all CVR documents. For students who have ecclesiastical endorsement, CVR documents will be shared with your judicatory representative. CVR documents may also be reviewed in an application process for ecclesiastical endorsement.

*Instructions to the Faculty Advisor or MS Professor:* *For best results, use Microsoft Word and enter content in the text fields provided. Print this page in advance for attendees to sign during the session.*

**Date of Review:** Click or tap to enter a date.

**Student Name:** Click or tap here to enter text.

**Number of Credits Completed to Date:** Click or tap here to enter text.

**Vocational Goal:** Click or tap here to enter text.

**Denominational Affiliation:** Click or tap here to enter text.

**Does the student have ecclesiastical endorsement to attend seminary?** [ ] YES, provide information below: [ ] NO, reason: Click or tap here to enter text.

**Judicatory Representative Name with Title:** Click or tap here to enter text.

**Judicatory Representative Email Address:** Click or tap here to enter text.

**Judicatory Representative Mailing Address:** Click or tap here to enter text.

**Review Committee:** *Signatures below indicate presence at the review session and agreement on the wording of this document. Completed signature page is placed on file in the Dean’s Office.*

|  |  |  |
| --- | --- | --- |
| **Name** | **Role** | **Signature** |
| Student’s Name | Student |  |
| Advisor’s Name | Faculty Advisor |  |
| MS Professor’s Name | MS Professor |  |
| Name | Role or Relationship |  |
| Name | Role or Relationship |  |
| Name | Role or Relationship |  |
| Name | Role or Relationship |  |

**1. What are the student’s main gifts and graces in relationship to their career goals?**

Click or tap here to enter text.

**2. To what extent has the student made normal progress toward ecclesiastical standing, if appropriate?**

Select one:

**Comment/recommendation:**

Click or tap here to enter text.

**3. Is the student making satisfactory progress at Lancaster Theological Seminary, given his/her career objectives?**

Select one:

**Comment/recommendation:**

Click or tap here to enter text.

**4. To what extent does the review committee find the student’s responses to the theological questions to be well articulated?**

Select one:

**Comment/recommendation:**

Click or tap here to enter text.

**5. Is the student’s Field Education placement plan appropriate to his or her Formation Goals?**

Select one:

**Comment/recommendation:**

Click or tap here to enter text.

**6. To what extent do the members of the review committee endorse the student’s current career goals, given his/her gifts and graces, and recommend that the student continue to pursue these goals?**

Select one:

**Comment/recommendation:**

Click or tap here to enter text.

**7. Are there any additional recommendations from the review committee or the Faculty that have not been incorporated into the Formation Goals for the student?**

Select:

**If “Yes,” what are they?**

Click or tap here to enter text.

**CVR Assessment and Outcomes**

**Has the student prepared sufficiently for the review session?**

[ ]  YES [ ]  NO, reason: Click or tap here to enter text.

**Please check one:**

[ ]  **CVR complete**, including all required accompanying documents:

* Formation Goals and Self-Assessments from all MS courses
* Theological Reflections
* All available Field Education and/or CPE evaluations
* Academic Progress Report/Unofficial Transcript
* (optional) Any ecclesiastical/judicatory evaluations or recommendations
* (optional) Other information as available

\* If revisions to formation goals or Field Education placement plans are called for by the review committee, the student will submit the revised documents to the faculty advisor or MS professor preparing this document within five (5) days.

[ ]  **CVR not completed** in the time allotted and/or a follow-up is needed.
An additional session of the review committee is needed to complete the CVR. Day students must complete their CVR by the last day of Term 3 (current academic year); Weekend students must complete their CVR by the last day of Term 1 (current academic year).

**Reason for delayed completion:** Click or tap here to enter text.

**Proposed timing:** Click or tap here to enter text.

**Post-CVR Reminders for the Faculty Advisor or MS Professor:**

* Complete this form and save by appending the student’s last name to the file name:
LASTNAME CVR Report Form.docx
* Collect all electronic documents provided by the student, including any revised documents the student submits within 5 days of the CVR session.
* Email this file and all accompanying documents to the Assistant to the Dean and carbon copied (CC) to the student no later than seven (7) days after the CVR session.
* Deliver the signed signature page to the Dean’s Office no later than seven (7) days after the CVR session.