



## APPLICATION FOR CHANGE OF ROSTER STATUS

To exercise the office of ministry in the ELCIC, each minister (pastor or diaconal minister) must be on the Roster of Ministers of the ELCIC. Each synod is responsible for maintaining the roster for the ministers residing within its territory.

The provisions for continuance on the Roster of Ministers are defined in the ELCIC Administrative By-laws. (<https://elcic.ca/Documents/documents/AdministrativeBylaws-AmendedJuly2019.pdf>)

To change your roster status, written application and synod council action is required. Please submit this form as soon as you are aware of the need for a change in roster status.

**Name:**

**Date:**

**Current roster status:**

**If status is currently active, provide the name of the calling congregation or ministry:**

**Requested roster status:**

**If applying for On Leave From Call, the number of years requested:**

Note: Synod Council makes the final determination of how long On Leave From Call will be granted. The Synod Council will perform an annual review and may cancel On Leave From Call at any time with 90 days notice. Extensions may only be granted for family leave or study leave. A full explanation can be found in the ELCIC Administrative By-Laws (link above).

**Effective date of roster change:**

**Signature of Applicant:**

Internal Use Only

Date received: \_\_\_\_\_ Action by: \_\_\_\_\_

Motion Number: \_\_\_\_\_

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