

Approval Process Timeline Planning Aid for MDiv + CATS Students for the Seminary Portion

Note: For these steps, start at the top and move down through the following steps.

Before June 2024	Between June – Sept 2024	After Sept 2024
Determine that the meeting with the Candidacy Committee will be after at least 10 months of your internship experience for Word and Sacrament candidates or after the end of your internship if you are a Word and Service candidate	Determine the date of the meeting with the Candidacy Committee	Determine the date of the meeting with the Candidacy Committee
Alert PLTS of the date (Dr. Veen, Pr. Katy, Brandon, and Faculty Advisor)	Alert PLTS of the date (Dr. Veen, Pr. Katy, Brandon, and Faculty Advisor)	Alert PLTS of the date (Dr. Veen, Pr. Katy, Brandon, and Faculty Advisor)
Set time for the Faculty Panel discussion – at least 1.5 months before your meeting with the Candidacy Committee	Set time for the Faculty Panel discussion – to be completed before the end of the first week of May	Set time for the Faculty Panel discussion – at least 1.5 months before your meeting with the Candidacy Committee
Submit paperwork to PLTS <ul style="list-style-type: none"> - Final evaluation paperwork from your internship to Pr. Katy + Brandon. Due two weeks before the faculty vote. - Approval Essay to Faculty Panel members. Due at least two weeks before the date of the faculty panel. 	Submit paperwork to PLTS <ul style="list-style-type: none"> - Final evaluation paperwork from your internship to Pr. Katy + Brandon. Due at the beginning of May. - Approval Essay to Faculty Panel members. Due at least two weeks before the date of the faculty panel. 	Submit paperwork to PLTS <ul style="list-style-type: none"> - Final evaluation paperwork from your internship to Pr. Katy + Brandon. Due two weeks before the faculty vote. - Approval Essay to Faculty Panel members. Due at least two weeks before the date of the faculty panel.
Write the essay and find a few pastors, church members, mentors, or friends to read it over before submitting the final copy	Write the essay and find a few pastors, church members, mentors, or friends to read it over before submitting the final copy	Write the essay and find a few pastors, church members, mentors, or friends to read it over before submitting the final copy