



The Episcopal Diocese of Bethlehem

The Rt. Rev. Kevin D. Nichols, *Bishop*

APPLICATION FOR CLERGY LICENSE FOR SERVICE IN THE DIOCESE OF BETHLEHEM

Name: _____ Date of Birth: _____

Street Address: _____

City: _____ State: _____ Zip: _____

Home phone: _____ Cell: _____ Check Preferred: _____ Home _____ Cell _____

Date Ordained: Priest _____ Deacon _____

Canonical Diocese: _____ Bishop: _____

Email: _____

_____ Send the Bishop a written request to be licensed, including the reason for the request.

_____ Schedule an appointment to be interviewed by the Bishop or his designee.

Background Check

_____ I understand I will be billed for an Oxford Background check (generally around \$130.00).

_____ Report of criminal history from the Pennsylvania State Police (PSP)

<https://epatch.state.pa.us/Home.jsp>

_____ Child Abuse History Clearance from the Department of Human Services

<https://www.compass.state.pa.us/CWIS>

_____ A fingerprint based federal criminal history (FBI) clearance

1. First register <https://uenroll.identogo.com/> Service Code is: 1KG756

2. Then visit a location to have the finger prints completed.

Sexual Misconduct Training – Safeguarding God’s Children and Prevention of Sexual Harassment

Documentation of completion of Sexual Misconduct Prevention Training courses must be provided:

_____ Certificates enclosed

_____ Training to be scheduled - call Paula Lapinski at the Diocesan office: 610-691-5655 to set-up.

† As a priest, I am interested in: _____ supply work (occasional Sunday services)

_____ interim ministry (more continuous service)

† For supply/interim work, I am willing to travel approximately _____ miles.

Signature

Date

The license is approved and issued for the current calendar year. An annual report form will be sent to each licensed clergy at the end of the calendar year. This must be completed and returned to the Bishop along with a new letter of request before your license will be considered for renewal for the new year.