

**APPLICATION FOR STUDENT**  
THE OFFICE OF SUPERVISED MINISTRY  
**New Brunswick Theological Seminary**  
17 Seminary Place,  
New Brunswick, NJ 08901  
732-247-5241 x109

Church/Institution -----

Address-----

Telephone-----

E-mail-----

Pastor/Supervisor-----

Address-----

Telephone-----

E-mail-----

Lay Committee Chairperson-----

Telephone-----

E-mail-----

**POSITION TO BE FILLED** -----

Description of student's ministry-----

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**Particular Responsibilities**

Worship-----

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Education and Youth-----

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Other -----

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Dates of Service-----

Time required each week-----

Remuneration-----

It is understood that the church/institution will reimburse the student for transportation costs to and from the seminary to the location of service and for such travel that is connected to assigned work, and that hospitality will be provided where appropriate. The mileage rate is set by the IRS.

In order for a student to receive supervised ministry credit for this assignment, a learning agreement must be completed and returned to the Director of Supervised Ministry by the date required. The pastor/supervisor will also be required to complete appropriate evaluations and return them to the Director by the required date. A copy of the Supervised Ministry Handbook for Supervisors and Students will be supplied to the pastor/supervisor, and copies of the Supervised Ministry Handbook for Lay Committee Members will also be supplied to the church/institution.

This assignment is part of the student's educational experience; therefore the seminary is interested in placements which provide careful supervision and design meaningful opportunities for the students. Pastors/supervisors are required to attend the Foundations in Supervision Course at New Brunswick Theological Seminary. For additional information, contact the Director of Supervised Ministry, The Rev. Dr. Willard Ashley at the address or telephone number below. Thank you for your interest in a New Brunswick Seminary student.

**Return this application form to:** The Reverend Dr. Willard Ashley  
Director of Supervised Ministries

Or

The Reverend Joanne Noel, Coordinator  
New Brunswick Theological Seminary  
17 Seminary Place  
New Brunswick, NJ 08901  
732-247-5241 x109  
732-249-5412 (fax)  
E-mail: washley@nbts.edu

Additional information: