

**DEACON – IN – TRAINING IN CIRCUIT (Probationers and Ordinands)
RUBRICS FOR SKILLS AND CHARACTER FORMATION**

Caution	<ol style="list-style-type: none"> 1) A failed IST Assignment, Exegesis, Trial Service, Theological exam for advancing to Ordination, Self assessment, Ordinands’ Theological Exam or Ordination Assignment. [see Note 1 & Note 3] 2) Evidence of Plagiarism in either 1ST Assignments, Exegesis, Trial Service or Ordination Assignment. [see Note 2] 3) Resubmission of two consecutive IST Assignments, Ordination assignments or having to resubmit a total of two pieces of the required work in the same year. 4) Late submission of assignment (IST and Ordination) beyond reasonable extension. 5) Unacceptable behaviour towards fellow probationers, guest speakers, or those in authority at the January seminar, IST meetings and Screening or Readiness committee's (this includes latecoming, disrespect, rudeness, and expressing any of the various “ism's”) 6) Being under the influence of alcohol or any other substance at the January Probationer seminar, January Ordination retreat, IST meetings, Screening or Readiness committee's, Synod, Ordination retreat or any other gathering of the church. 7) Receiving Category A rating in a Probationer Mentoring Committee (PMC) Report. [See Note 4] 8) Being granted dispensation to attend convocation and/or formational training (one instance) in no way negates or displaces this process. Asking for and receiving dispensation for not attending constitutes a <i>willing submission to a caution</i>.
Warning	<ol style="list-style-type: none"> 1) Accumulation of TWO cautionable offences 2) Avoidance of recommended interventions issued by EMMU when cautioned. 3) A negative Exit Formation Certificate from SMMS 4) Being granted dispensation to attend convocation and/or formational training (second instance in the same or consecutive year in no way negates or displaces this process. Asking for and receiving dispensation for not attending constitutes a <i>willing submission to a warning</i>.
Final Warning	<ol style="list-style-type: none"> 1) Accumulation of THREE cautionable offences. 2) A cautionable offence while on Warning. 3) Avoidance of recommended interventions issued by EMMU when warned. 4) If a probationer received a warning in the previous year and has failed 2 or more academic courses again, or again failed to attend, or failed to complete the requirements of formational training in the current year, he or she will receive a final warning. Being granted dispensation to attend convocation and/or formational training in no way negates or displaces this process. Asking for and receiving dispensation for not attending constitutes a willing submission to a final warning.
Discontinuance	<ol style="list-style-type: none"> 1) Accumulation of FOUR cautionable offences. 2) A cautionable offence while on Final Warning. 3) Failure to meet all the requirements for ordination within 5 years. 4) Being found guilty of the breach of Discipline as per Laws and Discipline.

NOTE 1 :

- In situations where the Probationer/Ordinand has failed any of the components listed in no.1 she/he will be allowed to re-submit.
- In the case of an IST Assignment, if it was to be a communally determined assessment, the probationer is to re-submit by the end of the IST meeting. If it is to be solely assessed by the DSS or IST Convenor, the probationer will be given a week in which to re-submit from receiving knowledge of the assignment not being competent.

- In cases of other components the DSS & the District EMMU committee will determine the dates of re-submission - which should be before the July EMMU General Committee Meeting.
- If the re-submission is not successful it results in a failure of the Component and the rubrics fall into place.

NOTE 2:

If a Probationer or Ordinand has submitted a piece of work in which there is evidence of plagiarism, the Probationer or Ordinand receives an automatic fail, with no option for re-submission. This will result in one's Ordination being deferred by 1 year.

NOTE 3 :

A failure of any of the required components listed in no. 1 or being under Suspension for any reason during the year will result in one's Ordination being deferred.

NOTE 4 :

If no pastoral commission has been instituted, the Director of EMMU will request the relevant Bishop, together with the Superintendent and the DSS, to institute a Pastoral commission. The report from either of these pastoral commissions is to be submitted to the DSS for submission to the next EMMU General Committee Meeting. EMMU may then require further intervention.