Checklist for Supportive Materials
Required for Application for One Unit of Clinical Pastoral Education (CPE)

- All applicable materials must be formatted in single-spaced, 12-point type (Arial, Garamond, or Times New Roman), with one-inch margins (CP131.3).
- All materials should be submitted in the order indicated on the Checklist below.

Documents to Be Sent Directly to the NACC National Office

2. Copy of letter requesting CPE Equivalency.
3. Check for $50 made payable to: NACC.

Documents to Be Sent to the CPE Equivalency Panel

1. CPE Equivalency Application.
2. Letter requesting CPE equivalency.
3. Documentation of previous unit(s) of CPE.
4. A written narrative that articulates how the experience (one program) parallels the above requirements (see CP1122) with specific examples.
5. Documentation of written assignments and didactic sessions that illustrate the curriculum. Specify amount of time for each didactic, other group work, and the practice of ministry.
6. A copy of the learning contract negotiated with the Supervisor.
7. Final evaluation(s) by the Supervisor signed and dated at the end of the program.
8. Final evaluation(s) by the Applicant signed and dated at the end of the program.