

## CLINICAL PASTORAL EDUCATION REGISTRATION FORM

**1.Registration for Clinical Pastoral Education (CPE):**

After an initial meeting with the seminary's Director of Field Education, students with second-year standing in the M.Div. program fulfill the hospital ministry requirement—normally in the **summer before their second year**—by successfully completing a Level I ACPE-accredited unit of at least 400 hours and an exit interview with the Director of Field Education.

***Note:** Students in the M.Div. program who complete the unit of CPE may be eligible for reimbursement of the hospital fee, as long as they meet the criteria for financial aid, on the basis of the seminary's financial aid application and the FAFSA.*

Student's Name: \_\_\_\_\_ Student ID: \_\_\_\_\_

Center/Hospital: \_\_\_\_\_ Start: \_\_\_\_ / \_\_\_\_ End: \_\_\_\_ / \_\_\_\_  
Month Day Month Day

Name of ACPE Educator at the Center: \_\_\_\_\_

**Term of CPE Registration**

- ☐ Summer 2025
- ☐ Fall 2025
- ☐ Fall 2025-Spring 2026 (extended unit)
- ☐ Spring 2026
- ☐ Summer 2026

SVS Director of Field Education: \_\_\_\_\_ Date: \_\_\_\_\_

**2.Review of ACPE Educator final evaluation:**

Upon successful completion of the CPE unit, the student must present the **ACPE Educator Final Evaluation** to the seminary's Director of Field Education, who will discuss the evaluation with the student and sign an exit interview form.

**3.Completion of program requirement:**

After meeting with the seminary's Director of Field Education, the student must submit the **ACPE Educator Final Evaluation** and the **signed exit interview form** to the Associate Dean for Academic Affairs, who will record successful completion of the hospital ministry requirement. (A copy of the ACPE Educator Final Evaluation will be retained in the student's seminary file, where the evaluation will be available to the Spiritual Formation Director for continuing formation of the student.)

Associate Dean for Academic Affairs: \_\_\_\_\_ Date: \_\_\_\_\_