**Alberta Consortium for Supervised Pastoral Education (AC-SPE) Program**

**Clinical Pastoral Education (CPE) Program Application Form**

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| **Applicant’s Personal Information** | | | | |
| **Full Legal Name** | Click here to enter text. | | | |
| **Birthdate** | **Month:** Click here to enter text. | | **Day:** Click here to enter text. | |
| **Address** | **Street:** Click here to enter text. | | **City:** Click here to enter text. | |
|  | **Province:** Click here to enter text. | **Postal Code:** Click here to enter text. | | **Country:** Click here to enter text. |
| **Phone (residence)** | Click here to enter text. | | | |
| **Phone (mobile)** | Click here to enter text. | | | |
| **Email** | Click here to enter text. | | | |
| **Faith Orientation or Affiliation** | Click here to enter text. | | | |
| **Current Occupation** | Click here to enter text. | | | |
| **Are you currently employed as a Spiritual Care Practitioner or Chaplain?** | No  Yes | | | |
| **If yes, please indicate where you are working and your Full Time Equivalency (FTE).**  Click here to enter text. | | | |

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| **Program Application Information** | | | | |
| **Program Timing** | Intensive | | Extended (Sept-March) | |
| **Program Location** | Calgary | | Edmonton | |
| **Program Starting Date** | 2022 | 2023 | | 2024 |

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| **Application Questions** |
| 1. **Why are you applying for Clinical Pastoral Education at this time?** |
| Click here to enter text. |
| 1. **What are your overall personal and professional goals?** |
| **Personal**  Click here to enter text. |
| **Professional**  Click here to enter text. |
| 1. **Program expectations are that you will participate fully and consistently in all group aspects of the program, submit satisfactory written material to your Supervisor-Educator regularly and in a timely manner. You will also be asked to provide pastoral/spiritual care service including on-call (or its equivalency), worship leadership, etc., as requested by your assigned placement site and in keeping with institutional policies and your abilities. Given these expectations, how will you make time for this program?** |
| Click here to enter text. |
| 1. **What kinds of support do you have in place to assist you in accommodating your course of study?** |
| Click here to enter text. |
| 1. **Are you aware of any limitations that would prevent you from fully participating in and completing the CPE program? Please comment.** |
| Click here to enter text. |

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| **Autobiographical Statement** |
| **Provide an autobiographical statement, approximately 1000 words in length, indicating significant life experiences, transitions, and how these have impacted you. Include themes important to your spiritual, emotional and psychological journey.** |
| Click here to enter text. |

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| **Spiritual Care or Pastoral Intervention** |
| **Provide a description, approximately 300 words, of a recent/pastoral/spiritual care/service intervention. Include details regarding the setting, context and individuals involved (taking care to protect confidentiality; use initials to describe clients), and your role in the intervention and the outcome.** |
| Click here to enter text. |

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| Academic Transcripts(attach copy of official transcripts)  **Note:** A Master’s Degree is required. You may be considered if you are ½ to ¾ of your way through a Master’s Degree program. | | |
| **Dates** | **Institution** | **Degree/Diploma/Certificate** |
| Click here to enter text. | Click here to enter text. | Click here to enter text. |
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| References | | |
| Three letters of recommendation from the individuals you have listed below need to be received by the Intake CPE Supervisor-Educator. References should speak to your professional or academic experiences and capabilities. One reference should be an official of your faith group. If applying for a 2nd Basic or beyond, one letter of reference needs to be from a Supervisor-Educator. Personal references are unsuitable. Please notify the people who are providing references on your behalf that they must use the form provided and submit the form directly to our office. Although the completed form may be accompanied by a formal letter of reference, the letter will not suffice as a recommendation without the completed form. | | |
| **Name** | **Email Address** | **Relationship to Applicant** |
| Click here to enter text. | Click here to enter text. | Click here to enter text. |
| Click here to enter text. | Click here to enter text. | Click here to enter text. |
| Click here to enter text. | Click here to enter text. | Click here to enter text. |

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| Previous SPE Experiences(List all) | |
| **Level of CPE/PCE:** Click here to enter text. | **Dates:** Click here to enter text. |
| **Location (City):** Click here to enter text. | **Clinical Placement Site:** Click here to enter text. |
| **Supervisor-Educator:** Click here to enter text. | **Preceptor:** Click here to enter text. |
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| **Level of CPE/PCE:** Click here to enter text. | **Dates:** Click here to enter text. |
| **Location (City):** Click here to enter text. | **Clinical Placement Site:** Click here to enter text. |
| **Supervisor-Educator:** Click here to enter text. | **Preceptor:** Click here to enter text. |
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| **Level of CPE/PCE:** Click here to enter text. | **Dates:** Click here to enter text. |
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| **Level of CPE/PCE:** Click here to enter text. | **Dates:** Click here to enter text. |
| **Location (City):** Click here to enter text. | **Clinical Placement Site:** Click here to enter text. |
| **Supervisor-Educator:** Click here to enter text. | **Preceptor:** Click here to enter text. |

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| Additional Documentation |
| Please attach the following supporting documentation to your application  Copies of Student and Supervisor-Educator Summary and Assessment Forms for all previously completed SPE programs  Resume or Curriculum Vitae |

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| Where did you hear about the Alberta Consortium for SPE Program?  (Mark all that apply) | |
| CASC/ACCS website [www.spiritualcare.ca](http://www.spiritualcare.ca) | AHS or Covenant website |
| Educational Institution | Faith group publication or advertisement |
| Word of mouth/personal referral | Previous SPE experience |
| Other: Please comment: Click here to enter text. | |

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| **Intake Supervisor-Educator Notes** (Applicant does not complete) | |
| **Date Application Received:** Click here to enter a date. | **Date Application Completed:** Click here to enter a date. |
| **Additional Notes:** Click here to enter text. | |

# Screening Interview

After receiving your application you will be notified by the Intake CPE Supervisor-Educator that your materials have arrived and an application file has been opened in your name. After assessing your completed application file, including letters of recommendation, you will be contacted about whether or not a screening interview is to be scheduled. The aim of the interview is to explore your desire, fit and readiness to participate in the program. Should distance or other factors preclude a face-to-face interview (which is preferred), the interview may be done either by zoom or skype. This will be decided in discussion with you.

# Registration

If you are chosen to be a participant in a CPE program, you will be given a “Letter of Acceptance/Offer” signed by the CPE Certified/Provisional Supervisor-Educator(s). This is to be presented to the Registrar at either St. Stephen’s College for Covenant Health or Ambrose University for Alberta Health Services, where you will be registered for the program.

**Note:** Should you be offered a position within a CPE program, you will be required to provide to the college where you will be enrolled – at your own expense - personal health screening information and a current criminal records check.

# Tuition

Tuition has been set at $2,400.00. This figure is calculated based on the cost of students’ completing 6 graduate academic credits; it also includes the cost of professional supervision. Tuition is to be paid to the theological college in which you register prior to the start of the program. Credits completed through CPE programs may be transferred into other academic programs within Alberta, and beyond.