



**PROCESS:**

Date proposal discussed with one or more elders.....(mandatory)

Date proposal approved by Session..... (mandatory)

Is Session contributing to the funding of this project? (not obliged to) Yes/No  
Proposed interim arrangements: Session/Neighbouring Parish/Locum Minister

Names of possible Advisors (*give at least one suggestion; they do not need to be Presbyterian but must have some knowledge of the subject*)  
*The Advisor needs to be approved by the Task Group.*

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Application signed by Minister .....Date .....

Session Clerk or equivalent .....Date .....

Date Leave Approved .....

Name of Advisor Appointed ..... Date .....

**Signed on behalf of Auckland Presbytery .....**

Date report to be received by .....

Date Report actually received.....

*(copies go to Session, Presbytery, and Continuing Ministry Formation Workgroup)*

**NB "No Surprises" Reporting Regulation, passed by Presbytery in 2005:**

Every minister must report regularly to Session or their employing body, the current status of their Study Leave, CMF and Annual Leave entitlements. It is helpful to include this on your monthly Session Agenda template..

**OFFICE USE ONLY:**

- CMF Points checked
- NZ Tertiary Institution
- Overseas Tertiary Institution
- Other Recognised Course
- Special Topic
- Pastoral Factors

**AUCKLAND PRESBYTERY**

**Application for Study Leave**

Name .....

**The Purpose of Study Leave**

To maintain a vital and educated ministry to resource the mission of the church.

**Study leave can achieve this by:**

- enabling ministers to gain time and distance from their routines for refreshment and reflection,
- encouraging ministers to strengthen and enrich their ministry through focused study,
- enabling ministers to undertake study or research that can be made available for the benefit of the wider church.

