

# Credential Upgrade Application Process

Southern California District Council Assemblies of God  
17951 Cowan, Irvine, CA 92614 • 949-252-8400 • Fax: 949-252-8435 • Email: [general@socalag.org](mailto:general@socalag.org)

To apply for upgrade of your credentials, the following preliminary basic requirements must be met.

1. You must meet one of the following requirements:
  - a) Completion of formal Bible School training in an Assemblies of God endorsed school, college, or university
  - b) Completion of Institute Ministerial Level of Berean College/Global University or Southern California District School of Ministry
  - c) Completion of College Degree Level of Berean College/Global University
  - d) Completion of significant life experience to include self-study and ministry experience of substantial duration. *(Please request the form from the District Office; Request for Waiving Educational Requirements Through Life Experience. Must be submitted before apply for upgrade credential)*
2. If married, you and/or your spouse must be in your first marriage unless the previous marriage was terminated by death of a spouse, annulment, pre-conversion divorce, or divorce based on the scriptural causes of a former spouse's marital unfaithfulness or abandonment of the believer by the unbeliever. (If you or your spouse has been divorced, contact the Secretary/Treasurer's office at the District Office for information regarding the Divorce Application process which must precede the credential application process.)
3. You must be an American citizen, have a current permanent residency visa or R1 temporary work visa.
4. You must be attending and supporting an Assemblies of God church for at least 6 months prior to making application for credentials
5. You must satisfactorily pass a criminal records search and a credit report.

## Application Process:

**Step 1: Request Upgrade Application:** Submit Upgrade Credential Application Request form  
(Request form available at: [www.socalag.org](http://www.socalag.org) or contact District Office)

The Official Upgrade Credential Application packet contains the following:

- |   |                           |
|---|---------------------------|
| 1. Official Upgrade Application Form      | 5. District Bylaws        |
| 2. District Financial Commitment Form     | 6. General Council Bylaws |
| 3. Background/Credit Report Release Forms | 7. Exam Synopsis          |
| 4. Authorization/Release Forms            |                           |

AG Position Papers available at: [www.ag.org](http://www.ag.org) under Beliefs

**Step 2: Submit Application:** Return the fully completed upgrade application to the Southern California District Office with the fee of; \$25.00 for License or \$30.00 for Ordination, ATTN: Credential Processing. Please make checks out to SCDC.

(Fees for upgrading are General Council fees only. There are no District fees for upgrading.)

- Step 3: Application Review:** When all items of the upgrade application have been received here at the District Office, your application will be reviewed to determine your eligibility for further processing. If eligible, the District Office will process the background/credit check.
- Step 4: Presbyter Interview:** Once your background/credit check is cleared, a letter will be sent to you, instructing you to contact the Sectional Presbyter for an interview. A copy of your application will be sent to the Sectional Presbyter in order to conduct your personal interview. If you are married, your spouse is required to accompany you to this interview.
- Step 5: Credential Exam:** Applicants must successfully pass a proctored examination for the credential level for which they are applying. You will be notified when you it is time for you to sign up for the exam. Please refer to Credential Exam dates page for information regarding scheduling your exam.
- Step 6: Credential Committee Interview:** Once your file is completed you will meet with the Credentials Interview Committee for your final interview. You will be notified when to contact your Sectional Presbyter to set up the interview. If you are married, your spouse is required to attend this interview.
- Step 7: Credential Orientation and Training Seminar:** Only need to attend if you are new to this District. All new credential candidates who have submitted and/or completed the credential process or upgrade candidates if originally credentialed in another district are required to attend a one-day New Credential Orientation at the District Office. It is held twice a year in March and September. Please refer to New Credential Orientation page for information on dates.
- Step 8: District Credential Committee Approval:** If your upgrade application is approved by the Credential Interview Committee, your application will be presented to the District Credentials Committee for recommendation to General Council.
- Step 9: General Council Approval:** If the District Credentials Committee recommends your upgrade application it will be sent to General Council for final approval. A ministerial credential is not actively or legally in place until General Council approval has been received.