

**THE BOOK OF CHURCH ORDER
OF THE
ORTHODOX PRESBYTERIAN CHURCH
STUDY QUESTIONS
THE FORM OF GOVERNMENT
FOUR WEEKS**

**WEEK 1 – THE FORM OF GOVERNMENT – STUDY QUESTIONS
CHAPTERS I - XIII**

CHAPTER I

Christ, the King and Head of the Church – p. 1

1. Describe Christ's headship over his church.
2. On what are the offices of the church based?
3. What is the relationship of the Scripture to church government?
4. What is the relationship of the Holy Spirit to church government?

CHAPTER II

The Church – p. 3

1. What did Jesus Christ, being exalted, erect in this world?
2. What is the "universal church visible"?
3. What are the members of this church to do?
4. What is the work of the church?

CHAPTER III

The Nature and Exercise of Church Power – p. 4

1. How are all believers related to the exercise of church power?
2. Who exercises ecclesiastical jurisdiction, and what do they do?
3. Describe the nature and limit of church power. (1, 3,4).
4. How are the decisions of church officers to be received? (1, 5)

CHAPTER IV

The Unity of the Church – p. 6

1. How does the unity of the church in Christ reflect in her life?
2. What is the right and duty of those who rule in the church?
3. How is the church's unity shown in her relationship to the world?
4. How is the visible unity affected by the division of the church?

CHAPTER V

Offices in the Church – p. 8

1. Describe the purpose of the offices of apostle and prophet in the church of the new covenant.
2. What is the purpose of the gifts of teaching, ruling, and serving?
3. What are the ordinary and perpetual offices in the church?

CHAPTER VI
Minister or Teaching Elders – p. 9

1. What is the ministry of the Word?
2. What must every minister of the Word be and do?
3. How should one be able to describe his life and abilities?
4. Where should a minister of the Word be a member?

CHAPTER VII
Evangelists – p. 10

1. Describe the office of evangelist.
2. What is the work of the evangelist?

CHAPTER VIII
Pastors – p. 11

1. Describe the office and work of the pastor.

CHAPTER IX
Teachers – p. 12

1. Describe the office of the teacher.
2. What is the work of the teacher?

CHAPTER X
Ruling Elders – p. 13

1. Describe the office of the ruling elder.
2. What kind of character should a ruling elder possess?
3. What is the work of the ruling elder?

CHAPTER XI
Deacons – p. 14

1. What are the deacons called to do?
2. What kind of character should a deacon possess?
3. How are the deacons to be organized?
4. For what is the board of deacons responsible? (XI, 4,5).
5. How is the board of deacons related to the session? (XI, 5,6,7)

CHAPTER XII
Governing Assemblies – p. 16

1. What rights and powers do all governing assemblies possess?
2. What are the governing assemblies and how are they related?
3. What authority do the governing assemblies possess?
4. What is not permitted with regard to voting in assemblies?

CHAPTER XIII
The Local Church and its Session – p. 17

1. Of what does the membership of the local church consist?
2. Who are communicant members, and who are non-communicant members?
3. Who are the officers of the local congregations, and how is their number determined?
4. Who are the members of the session, and how do they choose officers?
5. What are the requirements for calling and holding meetings?
6. What is to be done when a pastor is unable to be present?
7. What is the session charged with maintaining?
8. What records must the session keep, and who must review them?
9. What rules apply to the placing and removing names from the rolls of the church?
10. What may be done when a session ceases to exist or becomes too small?

WEEK 2 – THE FORM OF GOVERNMENT – STUDY QUESTIONS CHAPTERS XIV - XXI

CHAPTER XIV

The Regional Church and its Presbytery – p. 20

1. Of what does a regional church consist?
2. What is a presbytery, and of what does it consist?
3. Of whom are the meetings of presbytery to be composed?
4. What rules pertain to the moderator of presbytery?
5. What does the presbytery have the power to do?
6. What records must the presbytery keep, and who must review them?
7. What is required for calling and holding meetings? (XIV, 7,8)
8. What are "corresponding members", and what may they do? (XIV, 9)

CHAPTER XV

The Whole Church and its General Assembly – p. 23

1. Of what does the whole church consist?
2. What is the general assembly, and of what does it consist?
3. How often does the assembly meet, and what is a quorum?
4. What rules apply to the moderator? (XV, 3,4)
5. What rules apply to the calling of an assembly in an emergency?
6. What is the work of the assembly? (XV, 6,7)
7. How are the pronouncements of the assembly to be viewed? (XV,8)

CHAPTER XVI

Congregational Meetings – p. 26

1. What rules apply to calling congregational meetings and voting?
2. What rules apply to congregational meetings in mission works?
3. How must the congregation be notified about a coming meeting, and what business may be transacted?
4. What rules apply to the moderator and clerk?
5. What rules apply to keeping minutes of the meeting?
6. When must business be transacted as a corporation?
7. What steps must a congregation take if they desire to withdraw from the Orthodox Presbyterian Church?

CHAPTER XVII

Congregations Without Pastors – p. 28

1. Who may lead worship in a congregation without a pastor? (XVII, 1,3)
2. How may presbytery supervise a congregation without a pastor?

CHAPTER XVIII

Moderators – p. 29

1. Who may serve as a moderator?
2. What authority does a moderator have?
3. What voting privileges does a moderator have?

CHAPTER XIX

Clerks – p. 30

1. Who may serve as a clerk, and what are his duties?

CHAPTER XX

Ordination and Installation – p. 31

1. Who is responsible for ordaining men to serve in the church? (XX, 1,5)
2. What is ordination?
3. Under what circumstances and for what service are officers to be ordained? (XX, 3,4)
4. What is installation? (XX, 6)
5. Who must perform the service of installation? (XX, 7)
6. What may be done for officers who are elderly, disabled, or retired? (XX,8)

CHAPTER XXI
Licensing Candidates to Preach the Gospel – p. 33

1. What is the purpose of licensure?
2. What steps must be taken to come under the care of the presbytery?
3. What academic requirements are needed for licensure?
4. What examinations are given for licensure?
5. What other assignments may be given for licensure?
6. How may an exception be taken to the academic requirements?
7. Briefly describe the questions asked at the time of licensure.
8. Briefly describe what is declared at the time of licensure and what is recorded in the minutes.
9. What is done when a candidate moves to another presbytery during the carrying out of his examination assignments?
10. What must be done when a licentiate has moved to another presbytery?
11. Under what circumstances may a license be recalled?

WEEK 3 – THE FORM OF GOVERNMENT – STUDY QUESTIONS
CHAPTERS XXII – XXVI

CHAPTER XXII
Calling a Minister – p. 37

1. Who may be called to ministerial service, and who may issue a call?
2. What place does the presbytery have in the calling process?
3. What place does a special committee of the congregation have in the calling process? (XXII, 3,4)
4. What place does the session have in the calling process? (XXII, 3,4)
5. What do the moderator and the special committee do at the meeting of the congregation?
6. Describe the voting process for a congregation calling a minister?
7. In what ways may the call be subscribed?
8. What must the moderator do when a call is subscribed?
9. Describe the form of the call.
10. What must presbytery do when a call is from a congregation?
11. What must presbytery do when a call is from a presbytery, the general assembly, or from one of their agencies?
12. What procedures must be taken for . . .
 - a. a call to a pastor of a congregation?
 - b. a call to a minister serving a presbytery, GA, or an agency?
 - c. a call to a minister without charge or not in the church?
 - d. a call to a licentiate?
 - e. a call which has been declined?
 - f. leaving one's charge?
13. What procedures must be taken for a call to a minister outside the OPC?
14. Within what time period should a person accept or decline a call?
15. What is implied in the acceptance of a call?
16. What is meant by "find the call in order" and "approve its terms"?

CHAPTER XXIII
Ordaining and Installing Ministers – p. 44

1. What does presbytery's receipt of a call and acceptance imply?
2. What is necessary for a licentiate to be ordained?
3. What are the academic requirements for ordination, and how may exceptions be allowed?
4. What must presbytery do when a licentiate accepts a call?
5. When may a licentiate be ordained?
6. Of what do the trials for ordination consist?
7. What must presbytery do to arrange for the ordination?

In Sections 8-12 Describe the Following:

8. The ordination service and the candidate's vows.
 9. The vows of the congregation.
 10. Ordination by prayer and the laying on of hands.
 11. Installation of an OPC minister as pastor of a congregation.
 12. Installation of a minister outside the OPC as pastor of a congregation.
13. When may a licentiate be ordained to the office of evangelist?

In Sections 14-17 Describe the Following:

14. ordination service of a licentiate to the office of evangelist.
 15. ordination by prayer and the laying on of hands.
 16. installation of a minister of this church as an evangelist.
 17. installation of a minister outside the OPC as an evangelist.
18. What is to be done when a minister outside the OPC, though not having a call to service in the OPC, desires to serve in the OPC?
19. What must be done when a minister is to be installed in a position that is a change of function from his previous service?
20. What must be done when a minister has been ordained or installed?
21. What must be done when a minister desires to minister outside the jurisdiction the OPC or to transfer to another presbytery without a call?

CHAPTER XXIV

Dissolving Ministerial Relationships – p. 64

1. What must be done when a minister desires to resign a ministerial charge so he may accept another call?
2. What must be done if a congregation desires to be relieved of its pastor?
3. What must be done if a presbytery, the general assembly, or one of their agencies decides to dissolve its relationship with a minister serving under its call?
4. What must be done when a minister desires to resign to take up a different kind of labor?
5. What must be done when a minister desires to resign without other ministerial work in view?

CHAPTER XXV

Electing, Ordaining, and Installing Ruling Elders and Deacons – p. 67

1. Who may be elected to offices of ruling elder and deacon?
2. What provisions must be made for either limited terms of office or lifetime service?
3. For what must a congregation look in their officers?
4. How are candidates to be proposed for the congregation's consideration?
5. What must be done upon a candidate's election to office?
6. Describe the service of ordination and installation and the vows.
7. Describe the service of installation to a limited term of service.

CHAPTER XXVI

Divesting from Office – p. 75

1. For what may an officer be deposed?
2. May an officer be divested of his office for other reasons?
3. What must a presbytery do in considering a divestiture?
4. What procedures are to be followed when a ruling elder or deacon may be divested?
5. How must a divested man be viewed if he is called again to office?
6. To whom should divestiture not apply? (XXVI,6,7)

**WEEK 4 – THE FORM OF GOVERNMENT – STUDY QUESTIONS
CHAPTERS XXVII - XXXII**

CHAPTER XXVII

Missions – p. 78

1. Who is responsible for the work of missions?
2. How may the general assembly's initiation of a work relate to the presbytery in which the work is begun?
3. Under whose jurisdiction is a missionary?

CHAPTER XXVIII

Ministers Laboring Outside the Church – p. 79

1. What kind of labor is in view in this chapter?
2. What seven general principles pertain to such labor?
3. To whom shall these principles also apply?
4. How often must such ministers report to presbytery, and what must be included in their report?

CHAPTER XXIX

Organizing and Receiving Congregations – p. 81

A. Organizing Congregations

1. Who may be recognized as a mission work, and where must its members be enrolled?
2. What roll does the presbytery have in organizing a congregation?
3. What four steps must be taken to organize a mission work of an existing congregation as a new and separate congregation?
4. What five steps must be taken to organize a mission work of a presbytery as a new and separate congregation?
5. What four steps must be taken to organize a group of non-OPC believers, not part of an existing congregation as a new and separate congregation?

B. Receiving Congregations

1. What roll does the presbytery have in receiving a congregation not belonging to the OPC?
2. What five procedures must be followed in receiving an existing local church not belonging to the OPC as a new and separate congregation?

CHAPTER XXX

Organizations of Members of the Church – p. 86

1. What may every Christian do as they exercise the general office of believer?
2. What should church members do when a church fails to perform its divinely given task?
3. What must an organization do when it purports to represent the OPC?

CHAPTER XXXI

Incorporation and Corporations – p. 87

1. What place do corporations have in the government of the OPC
2. What rules pertain to voting at corporation meetings?
3. What rules pertain to the board of trustees?
4. What rules pertain to meetings of corporations?
5. What property rights do particular churches have?

CHAPTER XXXII

The Constitution and its Amendment – p. 89

1. Of what does the Constitution of the Orthodox Presbyterian Church consist, and to what is it subordinate?
2. How may the Form of Government, Book of Discipline, and the Directory for Worship be amended?
3. How may the Confession of Faith and Catechisms and the forms of subscription be amended?
4. What procedures must be followed for organic union of the OPC with another denomination?
5. Describe the "gist" of chapter XXXII, section 5.

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THE BOOK OF DISCIPLINE
STUDY QUESTIONS
– FOR PERSONAL STUDY –

CHAPTER I

The Nature and Purposes of Discipline – p. 91

1. What is ecclesiastical discipline?
2. What is administrative discipline?
3. What is judicial discipline?
4. Who is subject to ecclesiastical discipline?

CHAPTER II

Jurisdiction – p. 92

A. General Provisions

1. Who has jurisdiction over individuals? Over judicatories?
2. What rules pertain to certificates of dismissal?
3. What rules pertain to those charged with an offense who ask to be dismissed to another body?

B. The Session's Jurisdiction

1. Over whom does a session have jurisdiction?
2. What rules pertain to receiving members?
 - a. By letter of transfer from another OPC?
 - b. By letter of transfer from another church of like faith?
 - c. By reaffirmation of faith?
 - d. By confession of faith?
 - e. Non-communicant unbaptized children?
 - f. Non-communicant baptized members?
3. What rules pertain to removing members?
 - a. By letter of transfer to a congregation approved by the session?
 - b. To a church of which the session cannot approve?
 - c. Upon the ordination of a teaching elder?
 - d. By erasure?
 - 1). Dismissal to a church of which the session cannot approve?
 - 2). If a member does not desire to remain in the OPC?
 - 3). If a member unites or persists attending another church?
 - 4). If a member cannot be found?
 - 5). If a member, without adequate reason, persists in attending a church of another denomination?
 - 6). If a non-communicant baptized member neglects to profess faith in Christ?
 - e. When parents names are removed?
 - f. Upon death?
 - g. By excommunication?

C. The Presbytery's Jurisdiction

1. Over whom does the presbytery have original jurisdiction?
2. What is presbytery's original jurisdiction over teaching elders?

D. Special Circumstances

1. What must be done if a session ceases to exist or become too small?
2. What must be done if a church ceases to exist?
3. What must be done if a presbytery ceases to exist?
4. What must be done with uncompleted cases of discipline?

CHAPTER III
Steps in the Institution of Judicial Process – p. 98

1. Who may bring a charge?
2. Until what time may a charge be admitted?
3. What 6 rules pertain to charges? What 3 rules pertain to specifications?
4. What is a public offense? What is a private offense?
5. How does Matthew 18:15-17 pertain to the receiving of a charge?
6. What warning is given to a person presenting a charge?
7. What rules pertain to THE PRELIMINARY INVESTIGATION of a charge brought by an individual(s)?
8. What rules pertain to THE PRELIMINARY INVESTIGATION of a charge brought by a judicatory?

CHAPTER IV
The Trial of Judicial Cases – p. 102

A. Rules for Those Involved

1. What rules pertain to the judicatory?
2. What rules pertain to the clerk?
3. What rules pertain to the accused?
4. What rules pertain to witnesses?

B. Rules for Evidence

1. How must the judicatory view factual and circumstantial evidence?
2. In what areas may objections be raised by the accused?
3. What is necessary to establish the truth of a specification?
4. When may a witness be barred from hearing the testimony of another witness?
5. What rules pertain to a trial judicatory's examination of witnesses?
6. When may records of another judicatory be used as evidence?
7. What rules pertain to testimony or evidence taken by a commission?
8. What rules pertain when new evidence is discovered during a trial?
9. What rules pertain when new evidence is produced after the accused has been found guilty?

C. Rules of Trial Proceedings

1. What rules pertain to **THE FIRST MEETING OF THE TRIAL**?
 - a. What actions shall be taken at the first meeting of the trial?
 - 1). Concerning the presenting of charges and specifications?
 - 2). Concerning the time, date, and place for the second meeting?
 - 3). Concerning granting citations to summon witnesses?
 - b. How does this section define the first meeting of the trial?
2. What rules pertain to **THE SECOND MEETING OF THE TRIAL**?
 - a. Concerning objections which may be raised by the accused?
 - b. Concerning voting privileges and quorums of the judicatory?
 - c. Concerning the accused moving for dismissal of the charge?
3. What rules pertain to **THE CONCLUSION OF THE TRIAL**?
 - a. Concerning the final argument of the accused, voting on each charge and specification, and proceeding to determine censure?
 - b. Concerning announcing decision on charges and specifications, statement of the proposed censure, and pronouncing of censure in relationship to a possible appeal?
4. What rules pertain to **TRIAL IN ABSENTIA**?

CHAPTER V
Cases Without Full Process – p. 110

1. How must a judicatory proceed if a person comes as his own accuser?
2. What rules pertain to erasure without full process in the following circumstances?
 - a.
 - 1). A member seeks dismissal to a church of which the session cannot approve as one of like faith and practice?
 - 2). A member declares he does not desire to remain in the OPC?
 - 3). A member unites with or persists in attending another church?
 - 4). A member cannot be found?
 - 5). A member persistently absents himself from stated services?
 - 6). A non-communicant neglects to profess faith in Christ?
 - b.
 - 1). A minister desires to renounce the jurisdiction of the OPC?
 - 2). A minister cannot be found?

**CHAPTER VI
Censure and Restoration – p. 112**

A. Censure

1. What are the 5 degrees of censure, and how are they to be pronounced?
2. What must be done if a person fails to appear for censure?

B. Degrees of Censure

1. What is admonition?
2. What is rebuke?
3. What is suspension? How is this censure carried out?
4. What is deposition? How is this censure carried out?
5. What is excommunication?

C. Procedural Considerations

1. Which censures must be announced to the church?
2. What rules apply to the review of a case of someone suspended indefinitely?
3. What rules apply to the increase of censure?

D. Restoration

1. When may a deposed officer be restored?
2. Under what condition may a deposed officer resume his former office?
3. What must always accompany restoration?

**CHAPTER VII
Appeals – p. 116**

1. What is an appeal, and who may make an appeal?
2. What may not be appealed?
3. What rules pertain to filing an intention to appeal?
4. What steps and timetable must be observed to bring an appeal to a hearing?
5. What is required of the clerk of the judicatory from who judgment the appeal is taken?
6. What possible decisions may the appellate judicatory make?
7. Who may vote on an appeal brought to an appellate judicatory?

**CHAPTER VIII
Dissents and Protests – p. 118**

1. Who may request that his vote be recorded in the minutes?
2. What rules pertain to the submission and processing of a written protest?
3. When should a judicatory answer a protest?

**CHAPTER IX
Complaints – p. 119**

1. What is a complaint, and who may bring a complaint?
2. To whom must a complaint first be presented and within what time frame?
3. What rules pertain to a complainant appealing to the next higher judicatory?
4. What rules pertain to the clerks of the judicatories involved in the complaint and the appeal?
5. What rules pertain to a session or complainant appealing a presbytery's decision to the general assembly?
6. What actions may be taken by the higher judicatory regarding an appeal presented for adjudication?
7. Who shall determine what amends are to be made?

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**SUGGESTED FORMS FOR USE IN CONNECTION WITH
THE BOOK OF DISCIPLINE
pp. 169-180**

The following Forms (items I–VII) and Directives (item VIII) are found later in the Book of Church Order, but are included here, because the content is directly related to the Book of Discipline.

Each candidate should become acquainted with the following forms in Sections I to VII, and where they are found in the Book of Church Order:

- I. Charge and Specification – p. 169**
- II. Citation of Accused – p. 170**
- III. Citation of Witness – p. 171**
- IV. Notice of Intention to Appeal (in Judicial Cases) – p. 172**
- V. Appeal (in Judicial Cases) – p. 173**
- VI. Complaint – p. 174**
- VII. Appeal (In Administrative Cases) – p. 175**

Each candidate should also become acquainted with the contents of Section VIII.

VIII. Public Imposition and Removal of Censures – p. 176

A. The Matter of Imposing Censure

- 1. With what manner should censure be imposed? Cf. Galatians 6:1.

B. Indefinite Suspension

- 1. Where is a fitting place to announce a censure of indefinite suspension?
- 2. When beginning an announcement what should be emphasized, and what Scriptures would be helpful?
- 3. What words or similar words should be used in pronouncing such a censure?
- 4. What further exhortation should be added to the censure, and how should the announcement be concluded?
- 5. Where is a fitting place for the announcement of a censure of indefinite suspension of an officer or member of the church?
- 6. What should the minister and elders do for the offending person after the censure of indefinite suspension has been announced?
- 7. What should a judicatory do when it is satisfied that an offending person has repented?
- 8. What must the judicatory do if the offending person continues in impenitence and refuses to repent?

C. Excommunication and Deposition

- 1. Where is a fitting place to announce a censure of excommunication?
- 2. When beginning an announcement what should be emphasized, and what Scriptures would be helpful?
- 3. What words or similar words should be used in pronouncing such a censure?
- 4. What words or similar words should be used to instruct and warn the congregation?
- 5. How should such an announcement be concluded?
- 6. How should the announcement of the censure of deposition be made?

D. Readmission of an Excommunicated Person

- 1. How may an excommunicated person who has repented be readmitted into membership in the church?
- 2. Who should stand before the congregation when the restoration is announced?
- 3. With what words or similar words may the congregation be addressed?
- 4. With what words or similar words may the restored believer be addressed?
- 5. With what words or similar words may the congregation be exhorted?
- 6. What advice is given for a prayer to conclude the announcement of restoration?

E. Other Censures

- 1. How shall censures other than indefinite suspension, deposition, or excommunication be imposed?

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**THE DIRECTORY
FOR THE
PUBLIC WORSHIP OF GOD
STUDY QUESTIONS
– FOR PERSONAL STUDY –**

Preface – p. 121

1. Describe the following in the “Preface” to the Directory for the Public Worship of God:
 - a. What is the purpose of the Directory.
 - b. What language is used in the Directory to denote the category of practices that are mandated and the three categories of practices that are not mandated, but “strongly recommended,” “commended as suitable,” and “permissible.”
 - c. How the churches are to view the “Suggested Forms for Particular Services”.

CHAPTER I

The Principles of Public Worship – p. 123

A. God’s Institution of Public Worship

1. Describe the origin and nature of public worship, and who are the participants in public worship.
2. Describe the origin and purpose of the Sabbath and its relationship to the Lord’s Day.
3. Describe the conduct expected of God’s covenant people on the Lord’s Day.
4. Describe the Lord’s Day as “a day of holy convocation”.

B. The Nature of Public Worship

1. What is public worship, and what is not public worship?
 - a. Describe how the triune God is present in public worship.
 - b. Describe how the triune God is active in public worship.
 - c. What must the pastors and ruling elders do to encourage the congregation’s attitude and behavior in public worship?
2. Describe Christ’s activity in public worship, and the minister’s and congregation’s reliance upon and response to Christ.
3. Describe the activity of the Holy Spirit in public worship, and the minister’s and congregation’s response to and reliance upon the Holy Spirit.
4. Describe the people who worship, and the attitude with which they come together in worship.
5. For what purpose does the triune God assemble his covenant people, what part do the persons of the Godhead have in worship, and how does this affect the manner in which God is to be worship.
6. How do the people of God know the way of worshipping him, and what does this reveal about the manner he must be worshipped?
7. What is the single focus of worship, and how does it affect the life of God’s people in worship and daily life?

C. The Parts of Public Worship

1. What are the “two principal parts” of worship, what “elements” of worship are in each part, and what is the Holy Spirit’s work in each part?
2. In what ways are both God and his people active in worship?
3. What should be taken into account in arranging the order of a worship service?
4. What should be taken into account when utilizing the space in the worship room?

D. The Oversight and Conduct of Public Worship

1. Describe the office and work of Christ as they are related to public worship?
2. To whom does Christ “give immediate oversight” as to the conduct of public worship, and by whom is public worship ordinarily to be conducted?

CHAPTER II
Elements of Ordinary Public Worship – p. 133

A. The Part from God to the People

Describe the following:

1. The Call to Worship.

- a. Who is represented by the one bringing the call to worship, and who should ordinarily bring the call?
- b. What is a fitting response on the part of the congregation to the call to worship?

2. The Public Reading of God’s Word.

- a. What must the one who reads God’s Word in public worship keep in mind?
- b. What portions of God’s Word are desirable for reading each Lord’s Day?
- c. How are public readings of Scripture to be distinguished from unison or antiphonal reading?

3. The Preaching of God’s Word.

- a. What must be taken into account regarding the importance of the preaching of the Word, and why?
- b. What must the preacher take into account when preparing for the preaching of the Word?
- c. What is the session’s duty regarding the preaching of God’s Word?

4. The Sacraments.

- a. What are the sacraments, and why are they important?
- b. How are the sacraments to be administered, and why?
- c. Why are the sacraments “not to be administered by any private person”?

5. Blessings.

- a. How and when are the salutation and the benediction to be pronounced?
- b. What is a salutation? Give an example from Scripture.
- c. What is a benediction? Give an example from Scripture.

B. The Part from the People to God

Describe the following:

1. Public Prayer.

- a. With what attitude must prayer be offered in public worship?
- b. What should the session provide for the encouragement of proper preparation for worship?
- c. What should the one who leads in prayer keep in mind in preparation for public worship?
- d. Why is it particularly appropriate that a pastor lead the public prayer?
- e. What prayer is appropriate near the beginning of the worship service?
- f. What should the congregational prayer include?
- g. When is it fitting to offer a prayer of confession?
- h. What should be included in a prayer at the time of the offering?
- i. What should be included in a prayer at the time of the reading and preaching of God’s Word?
- j. Why is the Lord’s Prayer appropriate in public worship, and what must be avoided in its use?
- k. What is also fitting for the congregation at the conclusion of a prayer?

2. Congregational Singing.

- a. With what attitude is the congregation to sing?
- b. What is, and what is not, the purpose of congregational singing?
- c. Describe the types of music and words that congregations do well to sing.
- d. What care must be taken regarding the content of the congregational singing?
- e. What care must be taken regarding those with musical gifts in the congregation?

3. Public Confession of Faith.

- a. What is the purpose of public confession of faith?
- b. What documents are fitting for use in confessing our common faith?

4. The Bringing of Offerings.

- a. How is the bringing of offerings to be exercised as a solemn act of worship?
- b. What part must the pastor take in encouraging the bringing of offerings?

- c. What must the session to guard the use of the offerings?
- d. How is Christian love demonstrated in the bringing of offerings?

CHAPTER III The Administration of the Sacraments – p. 141

A. General Provisions

1. How are the sacraments to be observed with discernment and profit?
2. At what time should the sacrament of baptism be administered to infants? To adults?
3. With what frequency is the Lord's Supper to be served?
4. What directions are to be followed in the administration of the sacraments, and what liberty does the minister have in his use of the forms and language of the sacraments?

B. Baptism

1. Describe the following with regard to the baptism of infants:
 - a. What prerequisites are given for the administration of infant baptism?
 - b. The administration of baptism to infants:
 - 1). The Scriptures that are appropriate to read for the "Institution of the Sacrament"?
 - 2). "The Meaning and Nature of the Sacrament".
 - 3). "The Exhortation to the Members of the Congregation to Improve Their Baptism".
 - 4). "The Ground of Baptizing Infants".
 - 5). "The Covenant Commitment of the Parents," and the vows taken by the parents.
 - 6). "Prayer" regarding the baptism.
 - 7). "The Baptism," and the words spoken by the minister.
 - 8). "The Covenant Commitment of the Congregation".
 - 9). "Charge" to the parents.
 - 10). "Prayer" concluding the service of baptism.
2. Describe the following with regard to the baptism of adults:
 - a. What prerequisites are given for the administration of baptism to adults?
 - b. The administration of baptism to adults:
 - 1). The Scriptures that are appropriate to read for the "Institution of the Sacrament"?
 - 2). "The Covenant Commitment of the One Receiving Baptism," including questions for public profession of faith.
 - 3). "The Meaning and Nature of the Sacrament".
 - 4). "Exhortation to the Members of the Congregation to Improve Their Baptism".
 - 5). "Prayer" regarding the baptism.
 - 6). "The Baptism," and the words spoken by the minister.
 - 7). "The Covenant Commitment of the Congregation".
 - 8). "Welcome and Charge" to the baptized person.
 - 9). "Prayer" concluding the service of baptism.

C. Lord's Supper

1. What Scriptures are appropriate to read for "The Institution of the Sacrament" of the Lord's Supper?
2. Describe "The Meaning and Nature of the Sacrament".
3. Describe the invitation to the Lord's Supper and how the table is to be fenced.
4. What exhortation may the minister give to the congregation?
5. Describe what is appropriate to include in a prayer before serving the elements of the Lord's Supper?
6. How are the elements to be served, and what words are appropriate when they are to be served?
7. What is well to include in a "Response of Thanksgiving and Commitment" after serving the Lord's Supper?
8. What Scriptures are appropriate for the "Blessing" at the conclusion of the Lord's Supper?

CHAPTER IV Public Reception of Church Members – p. 156

A. General Provisions

1. Who may be admitted to full communion in the church?
2. What classes shall be offered to those contemplating making public profession or reaffirmation of faith in Christ, and for what purpose?

- 3. What is required of the session before permitting anyone to make profession or reaffirmation of faith in the presence of the congregation?
- 4. What directions shall the minister follow at the public reception of members, and what liberty is he allowed?
- 5. What must the session do if the session modifies the vows for communicant membership?
- 6. Under what circumstances may unbaptized covenant children be received?
- 7. What ordinarily shall be done with the baptized children whose parents are received as communicant members?
- 8. How may noncommunicant members of the congregation be received into communicant membership?
- 9. What provisions are designated to assist ministers and sessions to receive members?

B. Reception into Full Communion of Noncommunicant Members by Profession of Faith

- 1. What exhortation is appropriate for the minister to bring to the congregation and to the person is to be received?
- 2. What five questions or equivalent questions shall the minister ask the person who is to be received
- 3. With what words or similar words is it appropriate for the minister to exhort the congregation?
- 4. With what words or similar words is it fitting for the minister to address the person received?

C. Reception by Letter of Transfer from Another Orthodox Presbyterian Church

- 1. What may be done when the session receives a person into membership on letter of transfer from another Orthodox Presbyterian Church?

D. Reception by Letter of Transfer from Another Church of Like Faith and Practice

- 1. What exhortation is appropriate for the minister to bring to the congregation and to the person is to be received?
- 2. What five questions or equivalent questions shall the minister ask the person who is to be received
- 3. With what words or similar words is it appropriate for the minister to exhort the congregation?
- 4. With what words or similar words is it fitting for the minister to address the person received?

E. Reception by Reaffirmation of Faith

- 1. What exhortation is appropriate for the minister to bring to the congregation and to the person is to be received?
- 2. What five questions or equivalent questions shall the minister ask the person who is to be received
- 3. With what words or similar words is it appropriate for the minister to exhort the congregation?
- 4. With what words or similar words is it fitting for the minister to address the person received?

F. Reception of New Members by Public Profession of Faith

- 1. What is required when an unbaptized person is received into membership by profession of faith, and what exhortation is appropriate for the minister to bring to the congregation and to the person is to be received?
- 2. What five questions or equivalent questions shall the minister ask the person who is to be received
- 3. With what words or similar words is it appropriate for the minister to exhort the congregation?
- 4. With what words or similar words is it fitting for the minister to address the person received?

CHAPTER V

Special Occasions of Public Worship – p. 167

- 1. For what reasons may special occasions of public worship be observed?

A. Prayer and Fasting

- 1. Under what circumstances is it fitting that the people of God engage in times of solemn prayer and fasting?
- 2. When is it fitting for an individual to observe a time of prayer and fasting, and when is it fitting for a church to respond to a call from the civil authority for a time of prayer and fasting?
- 3. For what reason is a public notice to be given for a time of prayer and fasting?
- 4. When God’s people are gathered, what is appropriate to include in a worship service in a time of prayer and fasting?

B. Thanksgiving

- 1. Under what circumstances is it fitting that the people of God engage in special times of thanksgiving?
- 2. When is it fitting for an individual or family to observe special times of thanksgiving, and when is it fitting for the Church, whether or not the civil authority calls for such a time, to observe special times of thanksgiving?
- 3. For what reason is a public notice to be given for special times of thanksgiving?
- 4. When God’s people are gathered, what is appropriate to include in a worship service in special times of thanksgiving?

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<p>EACH CANDIDATE SHOULD BECOME ACQUAINTED WITH THESE SECTIONS WHICH APPEAR AFTER “THE DIRECTORY FOR THE PUBLIC WORSHIP OF GOD”</p>
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**A. SUGGESTED FORMS
FOR USE IN CONNECTION WITH THE BOOK OF DISCIPLINE – p. 169**

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| I. Charge and Specification
– p. 169 | IV. Notice of Intention to Appeal
(in Judicial Cases)
– p. 172 | VII. Appeal
(In Administrative Cases)
– 175 |
| II. Citation of Accused
– p. 170 | V. Appeal (in Judicial Cases)
– p. 173 | VIII. Public Imposition and
Removal of Censures
– p. 176 |
| III. Citation of Witness
– p. 171 | VI. Complaint
– p. 174 | |

**B. SUGGESTED FORMS
FOR PARTICULAR SERVICES – p. 181**

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| I. The Solemnization of Marriage
– p. 181 | II. The Burial of the Dead
– p. 189 | III. Thanksgiving for a
Church Building
– p. 207 |
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**C. RECOMMENDED CURRICULUM
FOR MINISTERIAL PREPARATION IN THE O.P.C. – p. 213**

Scripture	Doctrine	Practical Theology
I. Bible Content – p. 213	I. Church History – p. 215	I. The Pastor’s Personal Life – p. 217
II. Biblical Languages – p. 214	II. Apologetics – p. 216	II. Worship – p. 218
III. Hermeneutics – p. 214	III. Theology and Ethics – p. 216	III. Evangelism – p. 218
IV. Use of the Bible in Ministry – p. 215	IV. Polity – p. 217	IV. Missiology – p. 219
		V. Pastoral Care – p. 219
		VI. Christian Education – p. 219
		VII. Pastoral Administration – p. 220

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