

ASSOCIATION FOR CLINICAL PASTORAL EDUCATION, INC.

SOUTHWEST REGION CERTIFICATION COMMITTEE

MEMORANDUM

Date: July 2, 2010

To: SWRACPE Supervisors, Associate Supervisors, Supervisory Education Students

From: Kofi Adzaku, Certification Committee Chair

RE: **September 28-29, 2010 Meeting of the Certification Committee**

The Certification Committee will meet for business on September 27, 2010, and for certification **September 28-29 in Austin, Texas.**

Place: Doubletree Guest Suites Austin
303 W. 15th Street
Austin, TX 78701-1692
1-800-222-8733

Rate: See our SWRACPE website for information on making reservations.

Deadline for Declaration of Intent: August 9, 2010

(An invoice will be sent to candidates from the Regional Office)

Deadline for materials to be postmarked: August 16, 2010

Deadline for payment of fees: August 30, 2010

(Persons who pay the fee and withdraw without meeting the
Committee may apply the paid fee to a future appearance).

Fees: Voting Committee -- \$175 (Supervisory Candidate, Extension of Supervisory
Candidate and Extension of Associate Supervisor)

Consultation -- \$150 (Readiness or other review).

Declaration of Intent: The declaration of intent should state specifically what committee
review is being requested. **Declarations must be in print (no e-mail or fax) to:**

The Rev. Kofi Adzaku
Pastoral Care Department
Jefferson Regional Medical Center
1600 W. 40th Avenue
Pine Bluff, AR 71603

Reminders:

- The Certification Commission procedure recognizes the value of diverse representation. A person in the certification process may make a request for a person of a specific background for a regional committee appearance. Please contact me as early as possible. We make every effort, without guarantee, toward honoring such request.
- **CPE Supervisor Review:** If an Associate Supervisor wants to be reviewed for CPE Supervisor at this meeting, please submit a completed Appendix 11. The fee for CPE Supervisor will be paid directly to ACPE after receiving an invoice from that office.
- Make sure you are familiar with the new ACPE Standards related to your status and requirements for your materials.
- **I am hereby asking Supervisory Education Supervisors to kindly share this memo with their Supervisory Education Students.**

Thank you.

If you have questions concerning this information or other Certification Committee concerns, please contact me. My phone number is (870) 541-7166, Fax number is (870) 541-4066, and my e-mail address: <mailto:adzakuk@jrnc.org>.