



## Internship Supervisor Information Record 實習督導牧者資料

Name of student 學生名字 \_\_\_\_\_ Program 課程 \_\_\_\_\_

Internship Period 實習時期 : Start From 開始: \_\_\_\_\_ End Date 結束日期 \_\_\_\_\_

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Name of Supervising Pastor 實習督導牧者名字 : \_\_\_\_\_ Title 職位 : \_\_\_\_\_

Tel 電話: \_\_\_\_\_ Email 電郵 : \_\_\_\_\_

Name of Church/Organization 機構/教會名稱 : \_\_\_\_\_

Address 地址 \_\_\_\_\_

Theological Training or Degree 神學訓練/學位 : \_\_\_\_\_

Which Seminary or School 神學院/大學 : \_\_\_\_\_

Ministry settings and experience 事奉工場/經驗 :

1. \_\_\_\_\_ 事奉年數 yrs : \_\_\_\_\_
2. \_\_\_\_\_ 事奉年數 yrs : \_\_\_\_\_
3. \_\_\_\_\_ 事奉年數 yrs : \_\_\_\_\_

Gifts (恩賜) : \_\_\_\_\_

Specialties (專長): \_\_\_\_\_

\_\_\_\_\_  
Supervisor signature 實習督導牧者簽名 \_\_\_\_\_ Date 日期 \_\_\_\_\_

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## Church Endorsement Letter for Student's Internship

Student Internship is to assist seminarians in planning their practicum, hence exploring various learning opportunities during the internship period while at the same time contributing to the church ministries, Our Seminary would like (1) the student to discuss practicum outline with supervising pastors, and (2) supervising pastors **to write a confirmation letter with church logo to CESNA**. The sample of the letter is as follows.

Church Logo  
Church Name  
Church Address

Dr. Chunming Fong  
Director of Field Education and Advising  
China Evangelical Seminary North America  
1520 W. Cameron Ave., Suite 275  
West Covina, CA 91790

Date:

**RE: Church Endorsement Letter**

Dear Dr. Fong,

Our organization is willing to partake in China Evangelical Seminary's Practical Training Program in equipping students to become workers for the kingdom of God. Hence, we would like to invite \_\_\_\_\_ (Student Name) to fulfill his/her curricular practical training (CPT) requirement at \_\_\_\_\_ (Church/Organization Name) from \_\_\_\_\_ to \_\_\_\_\_. Our church address is \_\_\_\_\_.

\_\_\_\_\_ (Student Name) will participate in the ministry for the duration of 12 weeks (average 15 hrs / week) . Each week could include up to 5 hrs of preparation at home. Please refer to recommended scope for internship. I, \_\_\_\_\_ (Supervising Pastor Name), will be providing supervision during his/her internship. Our church/organization will consider supporting the student with  prayer,  pastoral supervision, and  internship scholarship with the amount (recommended).

In Christ,

Supervisor Signature: \_\_\_\_\_

Supervisor Title: \_\_\_\_\_