



Chaplain Fellowship Ministries
4410 Box Canyon Drive
Temple, TX 76502-3263

Greetings,

The course and exam you requested are enclosed. Once you complete this course of instruction return it to our office, you must score at least 72% to pass. If you fail the exam you will be notified that you will have to retake the exam. We will return a copy of the exam with the question/s you missed.

You will notice we have included a power point on Volunteer Chaplain Liability. This has been added due to the need for our members to understand that there is a certain liability when working with people as a chaplain. It is not part of the course or exam at this time; it is for your personal information.

Please take your time. If you fail the exam you may take the exam as many times as necessary until you pass. Please understand that you will have to submit a \$25 fee for every exam you submit after the second exam failed.

Thank You,

Richard T. Hess, DDCS

President

Chaplain Fellowship Ministries Int.