



**Metropolitan Chicago Synod**  
**Evangelical Lutheran Church in America**  
 God's work. Our hands.

**Annual Report and Request for Renewal of**  
**"ON LEAVE FROM CALL"**  
 Family Leave

**Name:**

**Address:** (include city, state, and ZIP code)

Is this a new address? **Yes**      **No**

**E-mail address:**

Is this a new e-mail address? **Yes**      **No**

**Roster:** Word and Sacrament

**Cell phone:**

Word and Service

**Home phone:**

**Date of Ordination/Consecration/Commissioning:**

**Effective date of On Leave from Call status:**

**Congregation of membership?**

**Address:** (include city, state, and ZIP code)

**Are you participating in a conference or cluster of rostered leaders?**

**Yes**                  **No**

**Are you currently available for call?**

**Yes**                  **No**

Continue to next page

Name

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**Do you have your current Rostered Leader Profile on file with the synod office?**

Yes                      No

**In the past year, have you been or are you now involved in a call process?**

Yes                      No

**If yes, what has been the result?**

**What have you learned about your call, your faith, or yourself while on leave?**

**What challenges/frustrations have you experienced while on leave from call?**

**What have you done in the past year to keep current with and engaged in the mission and ministry of the Evangelical Lutheran Church in America?**

**What have you done in the past year to keep current with and engaged in the mission and ministry of the synod/conference?**

Name

Describe your plans for continuing education in the coming year (list areas of study and reasons):

I hereby request that the Synod Council of the Metropolitan Chicago Synod renew my on leave from call status for one year.

Date submitted:

Signature:

*If submitting this application via e-mail, your typed name will serve as confirmation that you are the applicant submitting this request.*

**INSTRUCTIONS:**

- (1) Review ELCA "On Leave from Call" guidelines (link at bottom of page).
- (2) Complete and submit application.
- (3) Submit annual reports to the synod office (available online or by request from the synod office).

Please forward all required documents to:

Mary Richardson, Executive Assistant to the Bishop  
Metropolitan Chicago Synod  
1420 W. Dickens Avenue  
Chicago, Illinois 60614-3004

OR you may e-mail the form as an attachment to the synod office to [mrichardson@mcselca.org](mailto:mrichardson@mcselca.org).

Please review ELCA guidelines for On Leave from Call status available on the synod webpage at [www.mcselca.org/congregation/admin/forms/index.php](http://www.mcselca.org/congregation/admin/forms/index.php).