Cleveland Clinic
School of Health Professions

Clinical Pastoral Education Admissions/Enrollment

Academic Year 2027-2028

Application Process

Clinical Pastoral Education accepts applications year-round per the following schedule:

- Summer semester (2027): June 1, 2027 – August 17, 2027
  Summer semester application close: March 31, 2027

- Fall semester (2027-2028): September 7, 2027 – January 7, 2028
  Fall semester application close: June 30, 2027

- Spring semester (2028): TBD
  Spring semester application close: TBD

Technical Standards

To be successful in the Clinical Pastoral Education Program, applicants and current students must meet the following technical standards with or without reasonable accommodation.

Sensory and Motor Skills

1. Candidates must have the ability to work in one position for extended periods of time.
2. Candidates must be able to effectively understand and process job-related information.
3. Candidates must be able to travel to and access various clinical units throughout the campus where they are assigned.
4. Candidates must have the ability to navigate five miles or more per eight hours.
5. Candidates must be able to use a computer for assignments and patient charting using the Epic System.

Communication

1. Candidates must be able to communicate effectively in English.
2. Candidates must be able to receive and understand information and instructions.
3. Candidates must have the ability to respond to verbal requests by patients, instructors, clinical preceptors and other caregivers.
4. Candidates must be able to communicate with patients effectively with compassion and empathy.
5. Candidates must be able to comprehend graduate-level materials required

for curricular and clinical responsibilities.

6. Candidates must be able to provide effective spiritual care to patients.

Desired Attributes

1. Strong personal spiritual identity but with openness to others.
2. Accepts responsibility for meeting objectives and requirements.
3. Motivated to learn about spiritual care (professional growth).
4. Exhibit the emotional health required to exercise good judgment, compassion and teamwork
5. Self-aware (of some strengths and weaknesses as a person and professional; aware of one's own strong feelings, even if not openly displayed).
6. Open attitudes, able to cooperate with authority, willing to learn to and understand others, willing to share thoughts and feelings.
7. Has strong interpersonal skills.
8. Realistic expectations.
9. An understanding of CPE.
10. Appreciation and humility around patients' unique backgrounds, values and needs.
11. Provides spiritual care for patients, families and caregivers from all backgrounds.
12. Performs services (e.g., memorial services, weddings, meditation, etc.) and rituals (e.g., blessing of the hands or stem cells, baptism, etc.) as permitted by student's spiritual affiliations and practices.
13. Ability to assist patients and caregivers with completing advance directive.
14. Ability to provide overnight/weekend on-call coverage as assigned.

Formal Criteria for Admission to the Residency

A. Applicants must have completed, or be in the process of completing, a Master of Divinity or an equivalent graduate degree in theology or spirituality.
B. Applicants must have successfully completed at least one unit of CPE.
C. Applicants must demonstrate endorsement from a faith group or be actively pursuing such endorsement.
D. All applications will be reviewed and processed in accordance with established admission procedures.

Formal Criteria for Admission to Certified Educator CPE

A. Applicants must demonstrate endorsement from a recognized faith group.
B. Applicants must have a minimum of three years of experience in spiritual care.

C. Applicants must have completed a Master of Divinity or an equivalent post-graduate degree in theology.
D. Applicants must have scheduled a Certification Committee consultation to assess readiness for acceptance by ACPE as a Certified Educator Candidate (CEC).
E. All applications will be reviewed and processed in accordance with established admission procedures.
F. Accepted applicants to Certified Educator CPE must become members of ACPE.

Admission Documents and Requirements

An applicant is required to complete the following items after submitting their initial application in Campus Cafe in order for their application to be considered. Please note that documents marked with an asterisk (*) are not considered during the evaluation of applications and will not affect an applicant's eligibility or admission decision. They are required, however, for administrative purposes.

1. Submit your non-refundable $20.00 application fee payment in Momentus and upload a copy of your payment confirmation to your applicant portal in Campus Cafe.*
2. Complete the Clinical Pastoral Education Supplemental Application and upload the completed supplemental application form to your applicant portal in Campus Cafe (Supplemental Application found on the Admissions webpage).
3. Review the essay prompts on page two of the supplemental application. Compose your typed responses on separate pages and upload as one combined document to your applicant portal in Campus Cafe.
4. Upload a copy of your resume or curriculum vitae to your applicant portal in Campus Cafe.
5. If the applicant’s native language is not English, official scores from the Test of English as a Foreign Language (TOEFL) or the Duolingo English Test (DET) are required. Applicants must meet one of the following minimum score requirements:
    1. **TOEFL (Original Scoring):**
    Minimum overall score of 75, with writing and speaking scores of at least 17 each, or
    2. **TOEFL (New Scoring):**
    Minimum overall score of 3.5, with a writing score of at least 4 and a speaking score of at least 3, or

3. **Duolingo English Test (DET):**
   Minimum overall score of 105

- If applicable, complete the Test of English as a Foreign Language (TOEFL) or Duolingo English Test (DET) and upload a copy of your results to your applicant portal in Campus Cafe.
- The English Proficiency exam cannot be waived based on prior learning or work experience. This policy ensures that all students meet the same standardized language requirements, which supports academic success and helps maintain fairness and consistency in the admissions process.

Enrollment Documents and Requirements

If an applicant is accepted the following items are required in order to enroll. Please review the health requirements before submitting your documentation.

1. Complete and sign an Enrollment Agreement in Campus Cafe via DocuSign.
2. Upload your negative tuberculosis (TB) test documentation to your applicant portal in Campus Cafe. The TB test must be completed within six months prior to the start of the unit.
3. Upload your immunization documentation for chicken pox (varicella) or positive titer to your applicant portal in Campus Cafe.
4. Upload your immunization documentation for measles, mumps, and rubella (MMR) to your applicant portal in Campus Cafe.
5. Upload your positive hepatitis B vaccination/titer or completed waiver to your applicant portal in Campus Café (Hepatitis B vaccination/titer waiver found on the Admissions webpage).
6. Upload your tetanus, diphtheria, pertussis (Tdap) booster documentation to your applicant portal in Campus Cafe. The booster is required within the past 10 years.
7. Influenza immunization documentation is required during flu season (November 1 through March 31). The applicant is required to upload documentation to the applicant portal in Campus Cafe if completing their application during flu season or will be required to obtain and submit documentation when the vaccination becomes available.

8. Complete the required onboarding tasks in SilkRoad. Onboarding will include a background check. Additional information will be provided following completion of the above items.