



DEPARTMENT OF THE ARMY  
SCHOOL FOR SPIRITUAL CARE-CPE  
10098 CHERBOURG STREET  
FORT JACKSON, SC 29207

ATSC-GSC

MEMORANDUM OF INSTRUCTION

18 June 2024

SUBJECT: Hybrid or Online Extended Clinical Pastoral Education (ECPE) Course  
5G-SI7S for the fiscal year 2025, 1 October 2024 thru 30 September 2025

1. **OVERVIEW:** Clinical Pastoral Education (CPE) is a post-graduate accredited education program for professional chaplains taught by Certified Educators from the School for Spiritual Care-CPE at the Graduate School, US Army Institute for Religious Leadership (USA-IRL). This professional development program focuses on spiritual assessment, interventions, and advisement; individual and group dynamic theories; emotional intelligence; theological reflection and integration; interdisciplinary collegiality; and personal growth as chaplain professional officer. Upon completion, chaplains receive one unit of Association for Clinical Pastoral Education (ACPE) Level 1 CPE. This course fulfills one of two requirements for the SI 7S. This course also fulfills the requirement for Pastoral Skills Training IAW FY23 CCH Training and Development Guidance dated 19 JUL 2022.

2. **IMPACT:** US Army chaplains provide for the free exercise of religion and advise their respective commanders in the areas of religion, morale, morals, and ethics. The chaplains who complete this unit of CPE develop personally, professionally, and pastorally in their work as providers of spiritual care and advisors to their respective commands. The impact for commanders is that their chaplain will have new and developed assessment and intervention skills to apply to their task of advisement.

3. **ACCREDITATION:** Graduates of this course receive one unit of ACPE accredited CPE. The School for Spiritual Care-CPE is accredited for Level I, Level II and Certified Education by ACPE. The Standards for Spiritual Care and Education, Inc, 1 Concourse PKWY Suite 800, Atlanta, GA 30328. ACPE is the premier educational organization recognized by the US Department of Education that provides the highest quality CPE programs for spiritual care professionals of any faith and in any setting. All accredited CPE in the Army is taught by either civilian contracted ACPE Certified Educators or Army trained ACPE Certified Educators, SI 56D. The US Army Center for Extended CPE (CECPE) conducts this course under the direction of School for Spiritual Care-CPE, within the Graduate School. CECPE distributes CPE throughout the US Army around the world.

4. **REQUIREMENTS:**

a. Chaplains will attend all designated virtual and direct education classes. Chaplains will complete at least 400 hours of specialized professional education, which

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includes a minimum of 100 hours of educational class time as well as a minimum of 300 hours of logged clinical pastoral practicum with their Soldiers and community.

1) Direct Education Requirement. One week of the hybrid course is 40 hours in- person training at the selected Home Site. This training will take place during the first week of the course. The remaining 60 hours of direct education is virtual. Chaplains will meet every other week for 6 hours of educational class time. If attending a totally online course students will not have an in-person week.

2) Clinical Practicum. 300 hour of clinical ministry practicum is conducted over the course of 6 months at the rate of 50 hours logged ministry time per month. This can be accomplished in the community or in military settings. Students are responsible to identify acceptable placements for their practicum and to maintain an accurate record of their practicum hours. Placement and final record of hours must be approved by the course educator.

3) Overall Course Structure including Direct Education and Practicum. A typical unit will follow this general outline.

Week 1 – 40 hours class work, 10 hours clinical ministry  
Weeks 2-4 – 12 hours class work, 40 hours clinical ministry  
Weeks 5-8 – 12 hours class work, 40 hours clinical ministry  
Weeks 9-12 – 12 hours class work, 40 hours clinical ministry  
Weeks 13-16 – 12 hours class work, 40 hours clinical ministry  
Weeks 17-20 – 12 hours class work, 40 hours clinical ministry  
Weeks 21-24 – 40 hours clinical ministry  
Weeks 25-30 - 40 hours clinical ministry  
Weeks 31-32 - 20 hours clinical ministry

c. Funding Requirement: Chaplain's unit is responsible for the cost of TDY for 1 week to Home Site as well as pay and allowances for the virtual training. The 100 hours of class educational time is equal to 12.5 days of training. The 300-hour supervised clinical ministry portion of the course consists of the chaplain logging their ministry actions and submitting the record to their Certified Educator IOT be given credit for course.

d. Educational Standards. Educational Standards are in accordance with ACPE standards and the TRADOC CPE Extended Unit Curriculum. Students are generally enrolled in Level I CPE, and in a few exceptional circumstances may be invited to register for Level II CPE. The course standards, ACPE Outcome and Objectives are in ECPE Handbook. Specific course offerings and details of expect work is provided for each student in their Student Learning Agreement, in the CPE Extended Unit Individual Student Assessment Plan and in the Unit Syllabus.

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5. **COURSE DELIVERY METHOD**: The course will be conducted virtually using a platform all students can access. Attendance is required for all virtual sessions.

6. **ENROLLMENT**: Chaplains will complete the ECPE application and submit it along with required writing to the following Point of contact:

Active Army: CH (MAJ) Heeja Han - [heeja.han.mil@army.mil](mailto:heeja.han.mil@army.mil)

ARNG: CH (MAJ) Glen Clarkson - [glenn.m.clarkson.mil@army.mil](mailto:glenn.m.clarkson.mil@army.mil)

USAR: Contact your Command Chaplain Section

7. **COMPO 2/3 STUDENTS**: COMPO 2/3 students are eligible to attend ECPE courses that are notated for COMPO 2/3 students. Those dates are located on the ECPE application and enrollments are based on a first-come, first-served basis. Once the student has received approval from their POC to attend the ECPE course, the application must be forwarded to CH (MAJ) Heeja Han to review, ensure qualifications have been met, and for final approval.

8. The Point of Contact for this Memorandum is the undersigned at 803-751-8753 or [heeja.han.mil@army.mil](mailto:heeja.han.mil@army.mil).

HEEJA HAN  
Chaplain (Major), USA  
Course Manager