

RCCG Canada **Parish Administration &** **Directory (CPAD)**

User Quick Start Guide


Getting to the portal

On your browser, go to:
cpad.rccgcanada.net

The screenshot shows a web browser window with the address bar displaying 'cpad.rccgcanada.net'. The page content includes the RCGG Canada logo and the text 'RCGG CANADA The Redeemed Christian Church of God'. The main heading is 'RCGG Canada Parish Administration & Directory (CPAD)'. Below this, there is a message: 'Don't know your username and password? If your parish is listed, please call 905-790-7111 or 1-866-586-7224 or Email us at info@rccgcanada.org to find your username and password'. A green button labeled 'Return to RCGG Canada website' is positioned below the message. On the right side, there are two green buttons: 'Admin Login' and 'Member Login'. Below these is a 'Parish Login' form with the text 'Welcome to RCGG Canada' and 'Sign in to access your account'. The form contains two input fields: 'Login' (Username) and 'Password', each with a '2' icon on the right. A green 'Login Account' button is located below the password field, and a 'Forgot Password?' link is at the bottom of the form.

Signing In

Enter your parish Login ID and Password

 **RCGG CANADA**
The Redeemed Christian Church of God

RCGG Canada Parish Administration & Directory (CPAD)

Don't know your username and password? If your parish is listed, please call 905-790-7111 or 1-866-586-7224 or Email us at info@rccgcanada.org to find your username and password

[Return to RCGG Canada website](#)

[Admin Login](#) [Member Login](#)

Parish Login

Welcome to RCGG Canada
Sign in to access your account

Login

Password

[Login Account](#)

[Forgot Password?](#)

The CPAD Dashboard

The screenshot displays the 'Remittance Management' dashboard for RCGG Canada. The interface includes a sidebar with navigation options: Remittance Management, Reports, Contact Us, and Manage Ordination. The main content area features a header with the RCGG Canada logo and the title 'Remittance Management'. Below the header, there are three summary cards: 'Month / Year' (with a 'Select' dropdown), 'Total Outstanding till Date' (\$1.20), and 'Total Outstanding this Month' (\$0.00). A navigation bar below these cards includes 'Financial', 'Progress', and 'Payments' tabs, along with a 'Move Remittance' button. The dashboard is divided into three main sections: 'Regular Monthly Remittance', 'Special Levy Due', and 'Less Total Deductions'. Each section contains input fields for 'Remittance Rate', 'Total Tithes (\$)', and 'Total Offerings (\$)' (for Regular Monthly Remittance), and 'Item' and 'Amount (\$)' (for Special Levy Due and Less Total Deductions). A 'Remittance Summary' table on the right provides a breakdown of financial data. At the bottom right, there is a prominent green 'Pay Now' button.

RCGG CANADA
The Redeemed Christian Church of God

Remittance Management

Month / Year: Total Outstanding till Date: **\$1.20** Total Outstanding this Month: **\$0.00**

Financial Progress Payments Move Remittance

Regular Monthly Remittance

Remittance Rate	Total Tithes (\$)	Total Offerings (\$)
<input type="text" value="0"/>	<input type="text" value="06"/>	<input type="text" value="0"/>

Special Levy Due

Item	Amount (\$)
<input type="text" value="Special Convention Levy"/>	<input type="text" value="0"/>

Less Total Deductions

Item	Amount (\$)
<input type="text" value="Pastor's Paid Benefits"/>	<input type="text" value="0"/>

Remittance Summary

Total Collected:	\$31.00
Special Levy Due:	\$0.00
Less Total Deductions:	\$0.00
Total Remittance:	\$6.20
Total Paid:	\$5.00
Outstanding:	\$1.20
Total Paid till date:	\$5.00

Pay Now

Updating your Parish Information

Click on the profile icon and select **Profile**

The screenshot displays the RCGG Canada Remittance Management dashboard. On the left is a navigation menu with options: Remittance Management, Reports, Contact Us, and Manage Ordination. The main content area shows a 'Remittance Management' header, a date selector for 'Month / Year', and two summary cards: 'Total Outstanding till Date' at \$65.10 and 'Total Outstanding this Month' at \$0.00. Below these are tabs for 'Financial', 'Progress', and 'Payments', and a 'Move Remittance' button. In the top right corner, the user's name 'Timothy Oyeyinka Parish' is shown next to a profile icon. A dropdown menu is open from this icon, with 'Profile' and 'Logout' options. A red arrow points from the instructional text to the 'Profile' option.

Month / Year	Total Outstanding till Date	Total Outstanding this Month
Select	\$65.10	\$0.00




Navigation: Financial | Progress | Payments

Buttons: Move Remittance

User: Timothy Oyeyinka Parish

Dropdown: Profile, Logout

Updating your Parish Information

 **Parish Profile**   **Timothy Oyeyinka**
Parish

Basic Information

First name*	Last name*	Login
<input type="text" value="Timothy"/>	<input type="text" value="Oyeyinka"/>	<input type="text" value="ON911"/>
Email	Address	Phone Number
<input type="text" value="toyeyinka@rccgcanada.org"/>	<input type="text" value="1 Lowry Drive, Brampton, ON, Canada"/>	<input type="text" value="6479872446"/>

Change Password


Old Password	New Password	Confirm Password
<input type="text" value="Enter Old Password"/>	<input type="text" value="Enter New Password"/>	<input type="text" value="Enter Confirm Password"/>

Financial Reporting



125,058	154,568	95,054	124,500
125,487	56,845	97,511	125,000
124,000	110,000	99,011	154,000
1450	150,000	99,216	95,000
	35,000	101,090	154,200
		101,684	110,000
		101,962	89,000
			50,000
			10,700

The Remittance Dashboard



RCCG CANADA
The Redeemed Christian Church of God

Remittance Management

Reports

Contact Us

Manage Ordination

Remittance Management

Remittance Management

Month / Year:

Total Outstanding till Date: **\$1.20**

Total Outstanding this Month: **\$0.00**

Financial | Progress | Payments

[Move Remittance](#)

Regular Monthly Remittance

Remittance Rate	Total Tithes (\$)	Total Offerings (\$)
<input type="text" value="0"/>	<input type="text" value="06"/>	<input type="text" value="0"/>

Special Levy Due

Item	Amount (\$)
<input type="text" value="Special Convention Levy"/>	<input type="text" value="0"/>

Less Total Deductions

Item	Amount (\$)
<input type="text" value="Pastor's Paid Benefits"/>	<input type="text" value="0"/>

Remittance Summary

Total Collected:	\$31.00
Special Levy Due:	\$0.00
Less Total Deductions:	\$0.00
Total Remittance:	\$6.20
Total Paid:	\$5.00
Outstanding:	\$1.20
Total Paid till date:	\$5.00

[Pay Now](#)

Entering a Financial Report

RCGG CANADA
The Redeemed Christian Church of God

Remittance Management

Month / Year: 11/2021

Total Outstanding till Date: \$1.20

Remittance Rate: 20% remittance

Total Tithes (\$): 2

Total Offerings (\$): 5

Special Levy Due

Item	Amount (\$)
Special Convention Levy	0

Less Total Deductions

Item	Amount (\$)
Pastor's Paid Benefits	0

1. Click on Month/Year and select your reporting month

2. Enter tithe and offering amounts

3. If applicable, select a Levy type and enter amount

4. If applicable, select Deduction type and enter amount

*Note: Your entries are automatically saved

Making a Payment

Click on the payment button to bring up the payment box

The screenshot displays the RCGG Canada Remittance Management interface. A modal box titled "Make New Payment" is open, showing options for payment methods (Interac/CARD, credit card, or Interac) and a "Pay Outstanding for the Month" dropdown. The background interface includes a sidebar with "Remittance Management", "Reports", "Contact Us", and "Manage Ordination". The main content area shows "Regular Monthly Rem" with a "20% remittance" rate and a "Special Levy Due" section with a table for "Special Convention Levy". A "Remittance Summary" table is visible on the right, and a "Pay Now" button is at the bottom right.

Item	Amount (\$)
Special Convention Levy	0

Remittance Summary	
Total Collected:	\$7.00
Special Levy Due:	\$0.00
Less Total Deductions:	\$0.00
Total Remittance:	\$1.40
Total Paid:	\$5.00
Outstanding:	\$-3.60
Total Paid till date:	\$5.00



Making a Payment (cont.)

Select preferred payment method

Select the payment type

The screenshot shows a 'Make New Payment' dialog box with the following elements:

- Interac Logo:** A yellow square logo with the word 'Interac' in black.
- Text:** 'INTERAC/CARD® ONLINE PAYMENTS ACCEPTED HERE' and a 'Learn More' link.
- Payment Method Selection:** Two radio buttons: 'Via credit card' (selected) and 'Via Interac'.
- Payment Type Dropdown:** A dropdown menu with the following options:
 - Pay Outstanding for the Month (highlighted in dark blue)
 - Pay Total Outstanding till Date
 - Make a Partial Payment

Red arrows from the text on the left point to the Interac logo and the highlighted 'Pay Outstanding for the Month' option.

Payment Statistics

A summary of your payment status is shown in the right pane

RCGG CANADA
The Redeemed Christian Church of God

Remittance Management

Month / Year: Select | Total Outstanding till Date: **\$1.20** | Total Outstanding this Month: **\$0.00**

Financial | Progress | Payments | [Move Remittance](#)

Regular Monthly Remittance

Remittance Rate	Total Tithes (\$)	Total Offerings (\$)
0	06	0

Special Levy Due

Item	Amount (\$)
Special Convention Levy	0

Less Total Deductions

Item	Amount (\$)
Pastor's Paid Benefits	0

Remittance Summary

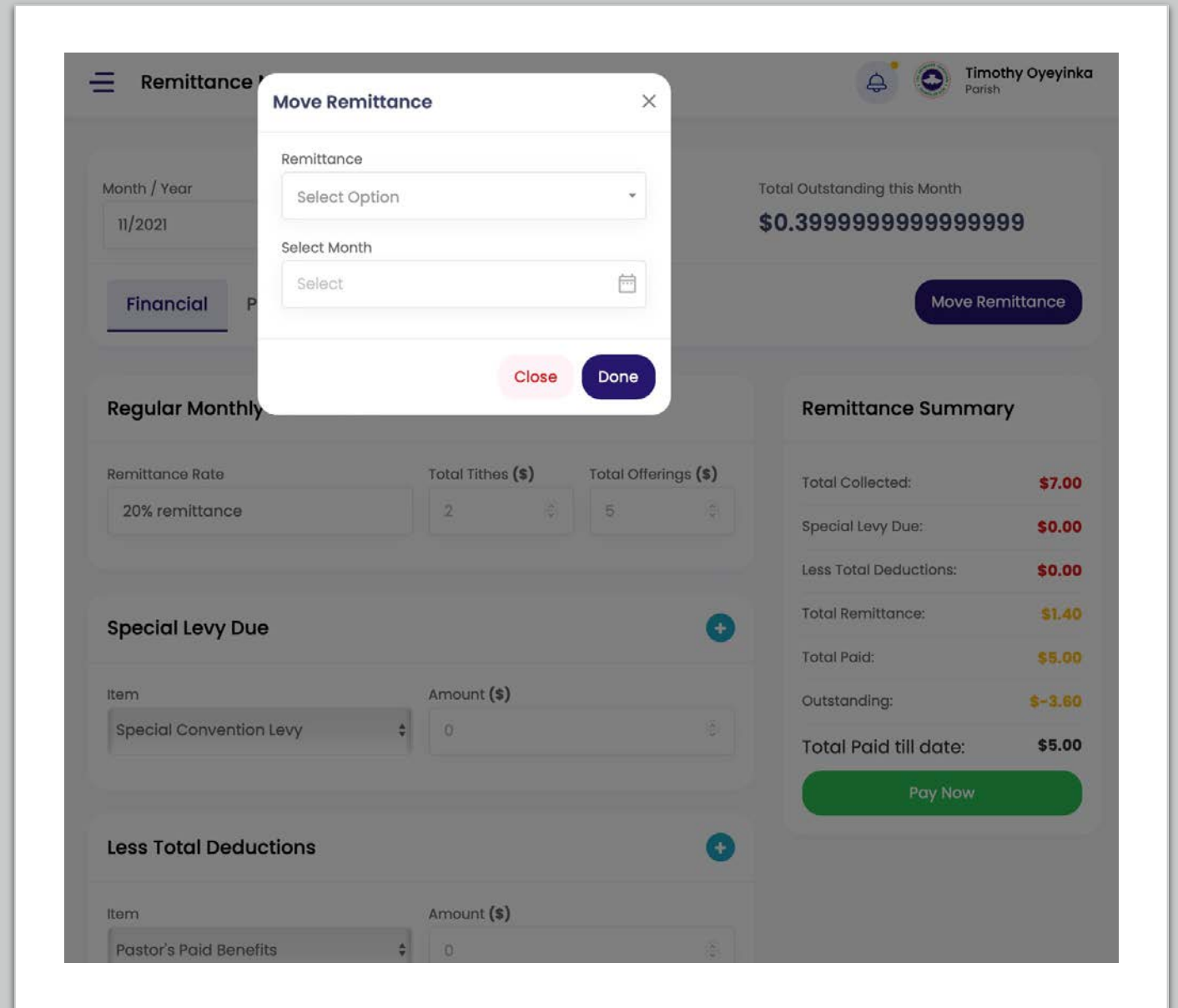
Total Collected:	\$31.00
Special Levy Due:	\$0.00
Less Total Deductions:	\$0.00
Total Remittance:	\$6.20
Total Paid:	\$5.00
Outstanding:	\$1.20
Total Paid till date:	\$5.00

[Pay Now](#)

Correcting payment entry mistakes

If you entered remittance figures in the wrong month

1. Click on the **Move Remittance** button



Correcting payment entry mistakes (cont.)

2. Select the month you want to move the entries to

ttance

Move Remittance

Remittance

Select Option

Select Month

02/2021

2021

Jan Feb Mar Apr May

Jun Jul Aug Sep Oct

Nov Dec

Done

Monthly

Rate

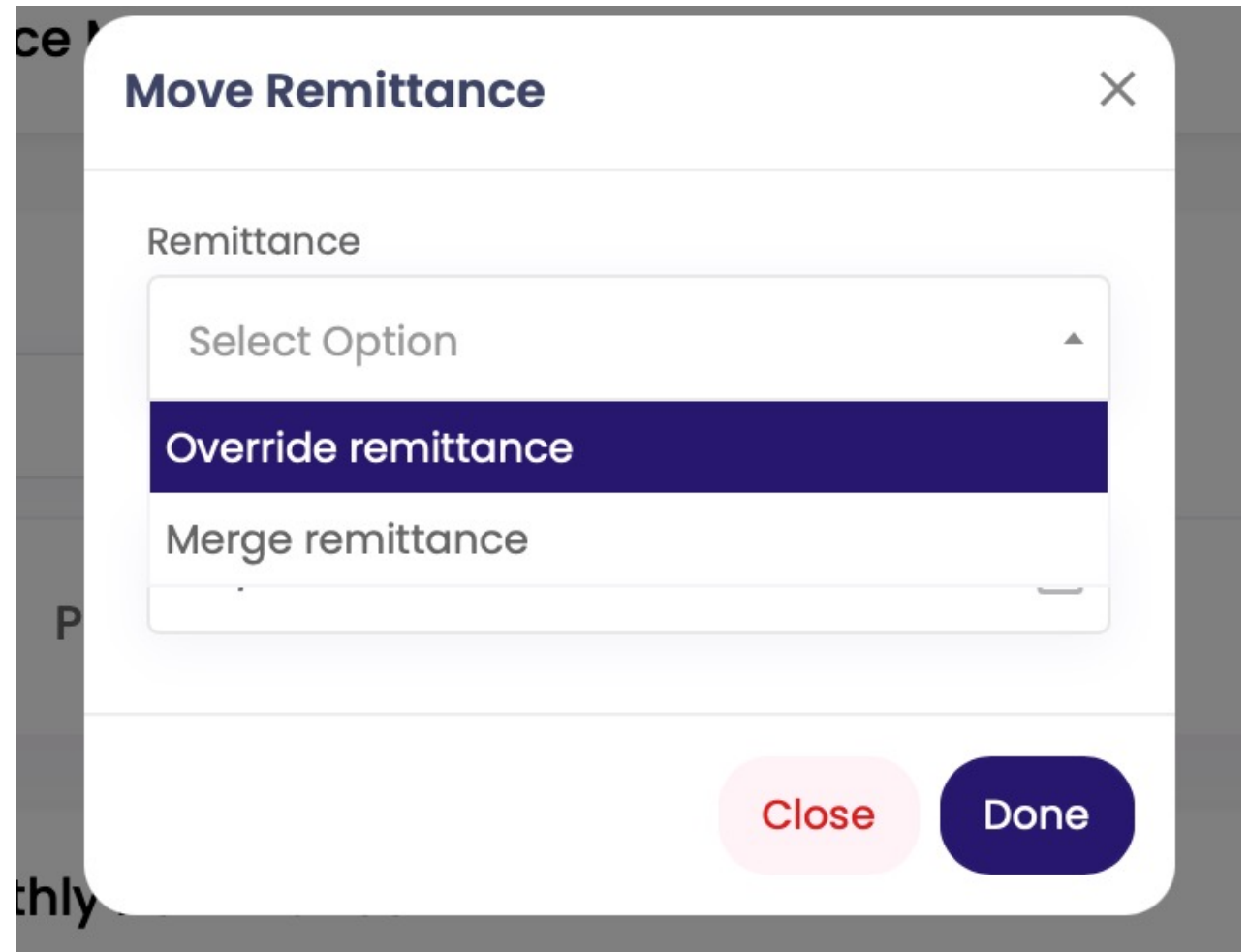
ttance

Total Offerings (

5

Correcting payment entry mistakes (cont.)

3. Click on **Remittance** and select either to
 - **Override remittance.** This will replace the contents in the target month
 - **Merge remittance.** This will merge the figures from the source month with the existing ones in the target month
- Click on **Done** to complete the move



Progress Report



Progress Report

Click on the Progress Tab to open the reporting section

The screenshot displays the RCGG Canada Remittance Management interface. The header includes the RCGG Canada logo and the text "Remittance Management". The user's name, Timothy Oyeyinka, and the parish name are shown in the top right corner. The main content area features a navigation menu on the left with options: Remittance Management, Reports, Contact Us, and Manage Ordination. The central panel shows a "Month / Year" dropdown set to "10/2021", a "Total Outstanding till Date" of "\$1.00", and a "Total Outstanding this Month" of "\$0.59999999999999996". Below this, there are three tabs: "Financial", "Progress" (highlighted with a red circle), and "Payments". A "Move Remittance" button is located to the right of the tabs. The "Progress Report" section is active, showing a "Statistics Report" with five input fields: "No. Of Child Birth", "No. Of Death", "No. Of Marriage", "No. Of New Parishes", and "No. Of New Property Acquired", each with a placeholder "Enter value".

Progress Report

- Enter statistics for the month

The screenshot displays a web application interface for 'Remittance Management'. At the top, there is a navigation bar with a hamburger menu icon, the text 'Remittance Management', a notification bell icon, and the logo for 'Timothy C Parish'. Below the navigation bar, there is a summary section with three data points: 'Month / Year' set to '10/2021', 'Total Outstanding till Date' set to '\$1.00', and 'Total Outstanding this Month' set to '\$0.59999999999999996'. Below this summary, there are three tabs: 'Financial', 'Progress' (which is selected), and 'Payments'. A 'Move Remittan' button is located on the right side of the 'Progress' tab. The main content area is divided into two columns: 'Statistics Report' and 'Progress Report'. The 'Statistics Report' column contains five input fields with the following labels and values: 'No. Of Child Birth' (1), 'No. Of Death' (0), 'No. Of Marriage' (2), 'No. Of New Parishes' (Enter value), and 'No. Of New Property Acquired' (Enter value). The 'Progress Report' column is currently empty.

Progress Report

- Click on the + button to launch the Progress Report entry box

The screenshot displays a web application interface for a 'Remittance Manager'. The main dashboard is partially obscured by a modal window titled 'Add Progress Report'. The modal contains the following fields:

- Week: Select
- Service: Select
- No. of Male: Enter Value
- No. of Female: Enter Value
- No. of Children: Enter Value
- Message: Enter Message
- Preacher: Enter Preacher

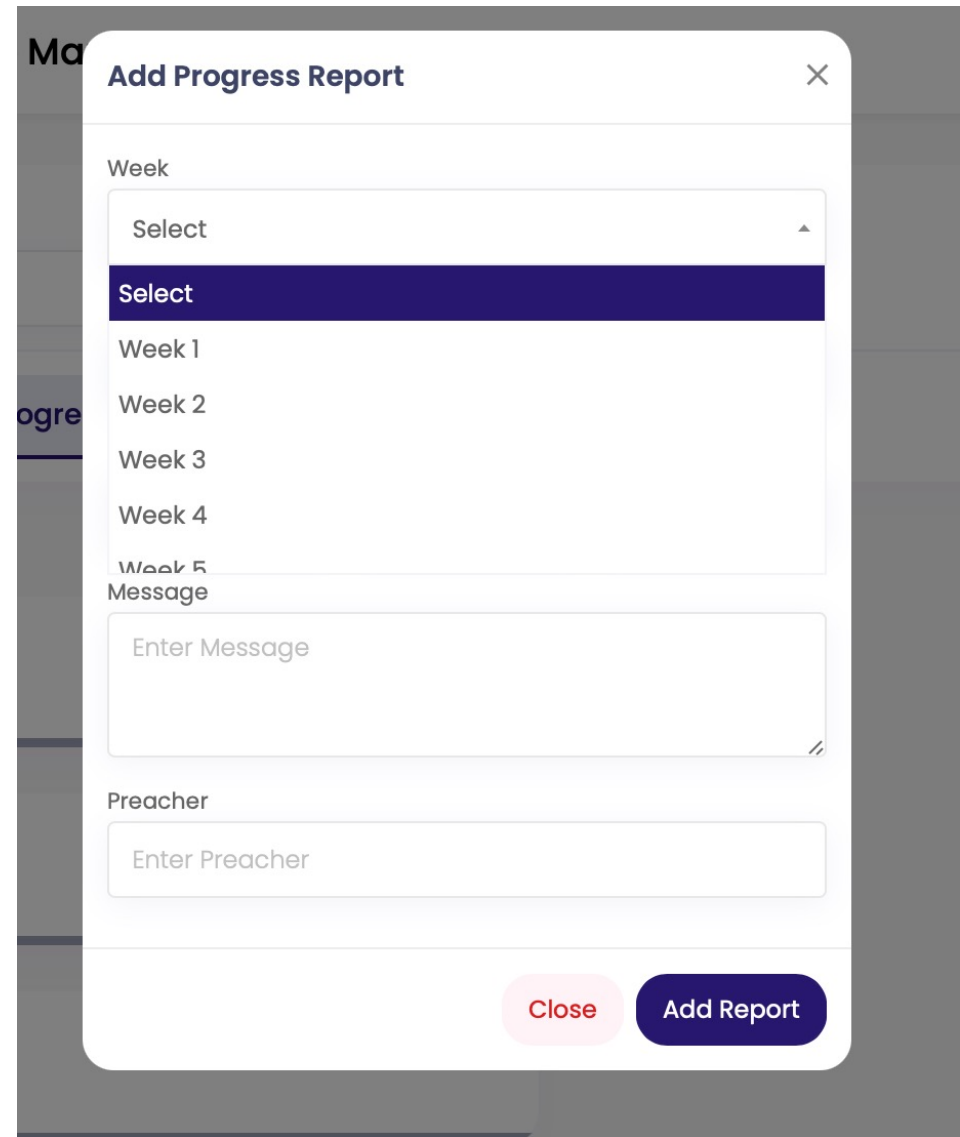
At the bottom of the modal are 'Close' and 'Add Report' buttons. The background dashboard shows a 'Statistics Report' with the following data:

- No. Of Child Birth: 1
- No. Of Death: 0
- No. Of Marriage: 2
- No. Of New Parishes: Enter value
- No. Of New Property Acquired: (field visible)

Other dashboard elements include a 'Total Outstanding this Month' of \$0.59999999999999996 and a 'Move Remittance' button. A red line is drawn across the bottom of the dashboard area, starting from the left and ending at a '+' button on the right.

Progress Report

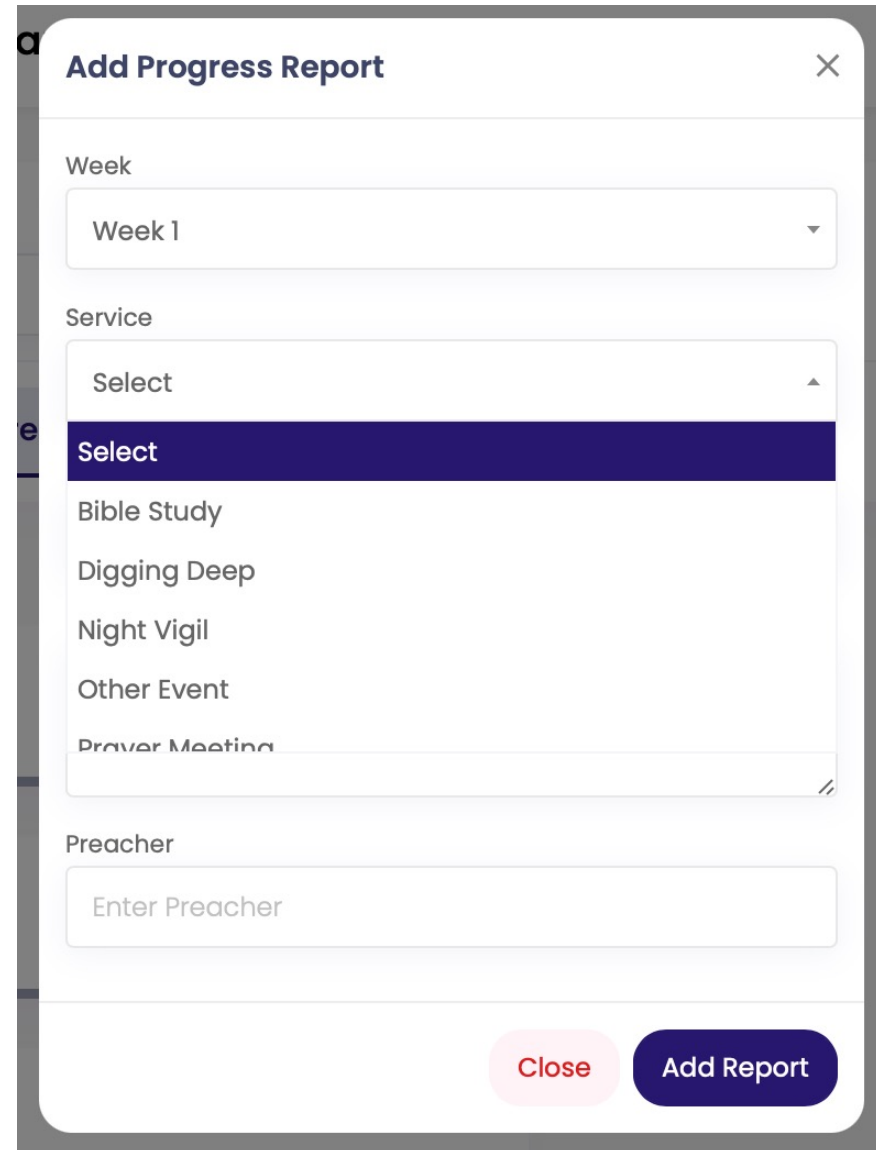
- Select the reporting week



The image shows a mobile application dialog box titled "Add Progress Report" with a close button (X) in the top right corner. The dialog contains three main sections: a "Week" dropdown menu, a "Message" text input field, and a "Preacher" text input field. The "Week" dropdown is currently open, showing a list of options: "Select" (highlighted in dark blue), "Week 1", "Week 2", "Week 3", "Week 4", and "Week 5". Below the dropdown is the "Message" input field with the placeholder text "Enter Message". Below that is the "Preacher" input field with the placeholder text "Enter Preacher". At the bottom right of the dialog, there are two buttons: a light pink "Close" button and a dark blue "Add Report" button.

Progress Report

- Click on Service and pick an event



Add Progress Report ✕

Week
Week 1 ▾

Service
Select ▲
Select
Bible Study
Digging Deep
Night Vigil
Other Event
Prayer Meeting

Preacher
Enter Preacher

Close Add Report

Progress Report

- Complete all the relevant details
- Click on **Add Report**

Add Progress Report ×

Week
Week 1 ▼

Service
Bible Study ▼

No. of Male	No. of Female	No. of Children
50	60	30

Message
Lessons from the life of King David
Bible Study

Preacher
Pastor Timothy Oyeyinka

Close Add Report

Progress Report

- Click on the + button to add multiple entries
- Remember to click **save** when done

Remittance Management Timothy Oyeyinka Parish

Statistics Report

No. Of Child Birth: **5**

No. Of Death: **0**

No. Of Marriage: **0**

No. Of New Parishes: **1**

No. Of New Property Acquired: **1**

No. Of Souls Won: **20**

Save

Progress Report

Move Progress

Week 1 Service: Sunday Service

No. Of Male: 50	No. Of Female: 60	No. Of Children: 30
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Lessons from the life of King David

Preacher: **Pastor Timothy Oyeyinka**

Week 2 Service: Bible Study

No. Of Male: 100	No. Of Female: 110	No. Of Children: 50
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The meaning of Easter

Preacher: **Pastor John Thomas**

Correcting a Progress Report entry mistakes

- In the event that you entered report content in the wrong month, you can move all the entries to another month...
- Click on the **Move Progress** button

The screenshot displays the 'Remittance Management' interface for Timothy Oyeyinka Parish. It is divided into two main sections: 'Statistics Report' and 'Progress Report'.

Statistics Report:

- No. Of Child Birth: 5
- No. Of Death: 0
- No. Of Marriage: 0
- No. Of New Parishes: 1
- No. Of New Property Acquired: 1
- No. Of Souls Won: 20

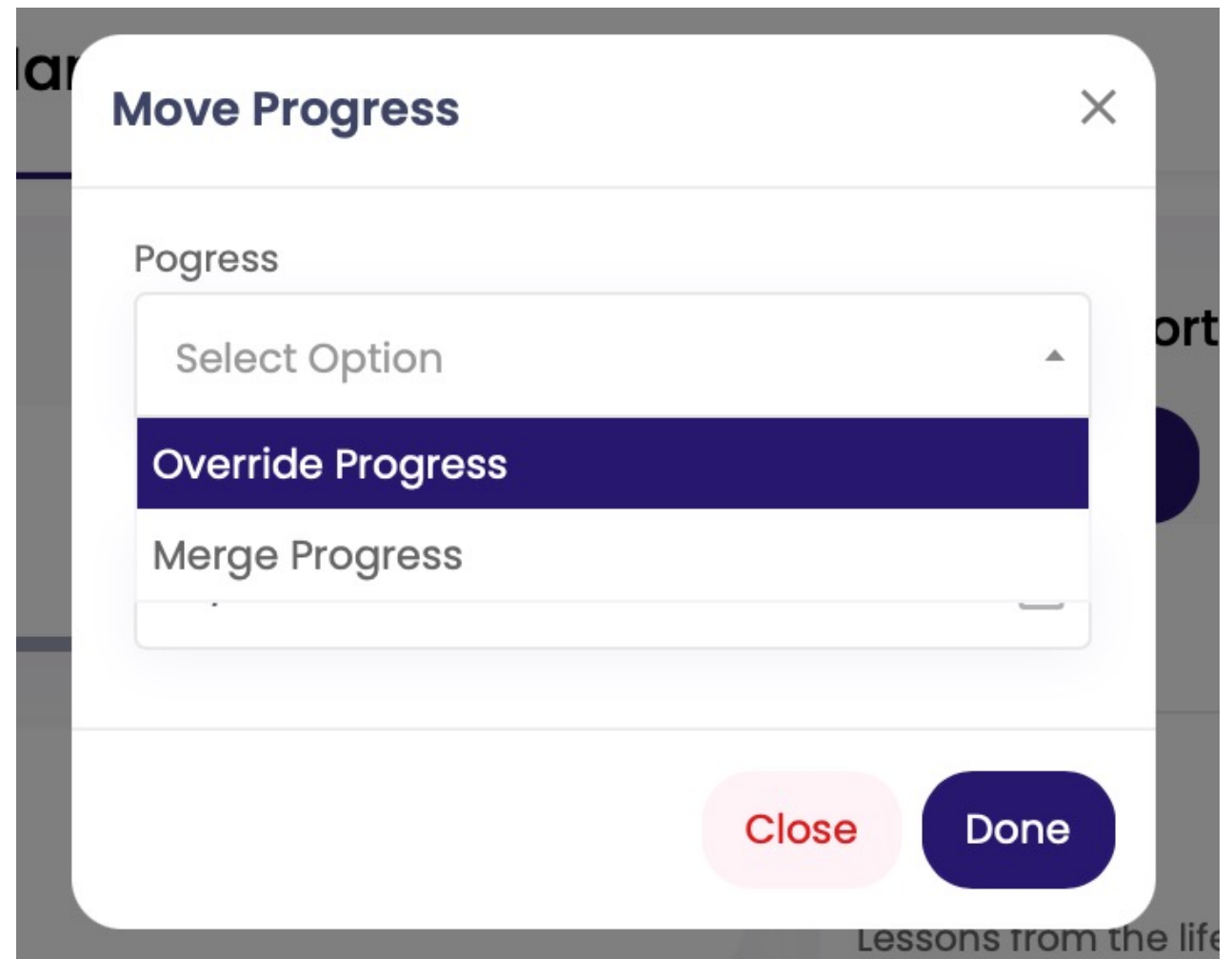
Progress Report:

- Move Progress** button (highlighted with a red arrow)
- Week 1:** Service: Sunday Service. No. Of Male: 50, No. Of Female: 60, No. Of Children: 30. Lesson: Lessons from the life of King David. Preacher: Pastor Timothy Oyeyinka.
- Week 2:** Service: Bible Study. No. Of Male: 100, No. Of Female: 110, No. Of Children: 50. Lesson: The meaning of Easter. Preacher: Pastor John Thomas.

A 'Save' button is located at the bottom of the Statistics Report section.

Correcting a Progress Report entry mistakes (cont.)

- Select the month you wish to move the report to
- Click on **Progress** and select either to
 - **Override.** This will replace the contents in the target month
 - **Merge.** This will merge the stats from the source month with the existing ones in the target month
- Click on **Done** to complete the move



A blue ballpoint pen with a silver-colored tip is positioned diagonally on the left side of the image. The background is a document with a light blue grid and several dark blue horizontal bars of varying lengths, resembling a bar chart. The word "Reports" is centered in white text over the chart area.

Reports

Reports

Click on the Reports menu item to expand on the menu list and select a report view



Progress List Report



Timothy Oyeyinka
Parish

Remittance Management

Reports

Payment History

Parish Remittance

Progress Report

Contact Us

Manage Ordination

Month / Year

10/2021



S.No.	Weeks	Service	Message	Preacher	Men	Women	Children	Total
1	Week 2	Bible Study	The meaning of Easter	Pastor John Thomas	100	110	50	260
2	Week 1	Sunday Service	Lessons from the life of King David	Pastor Timothy Oyeyinka	50	60	30	140

Showing 1 to 2 of 2 entries

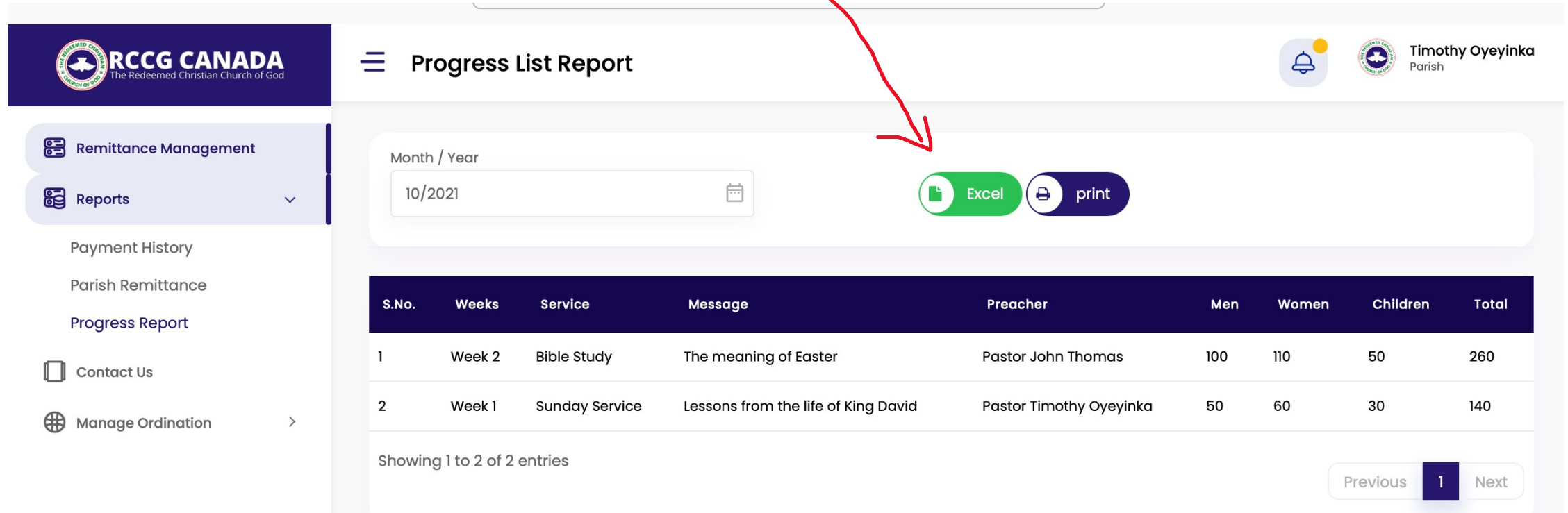
Previous

1

Next

Reports

Use the buttons to either export the report in an Excel sheet or send to a printer



RCCG CANADA
The Redeemed Christian Church of God

Progress List Report

Month / Year
10/2021

Excel print

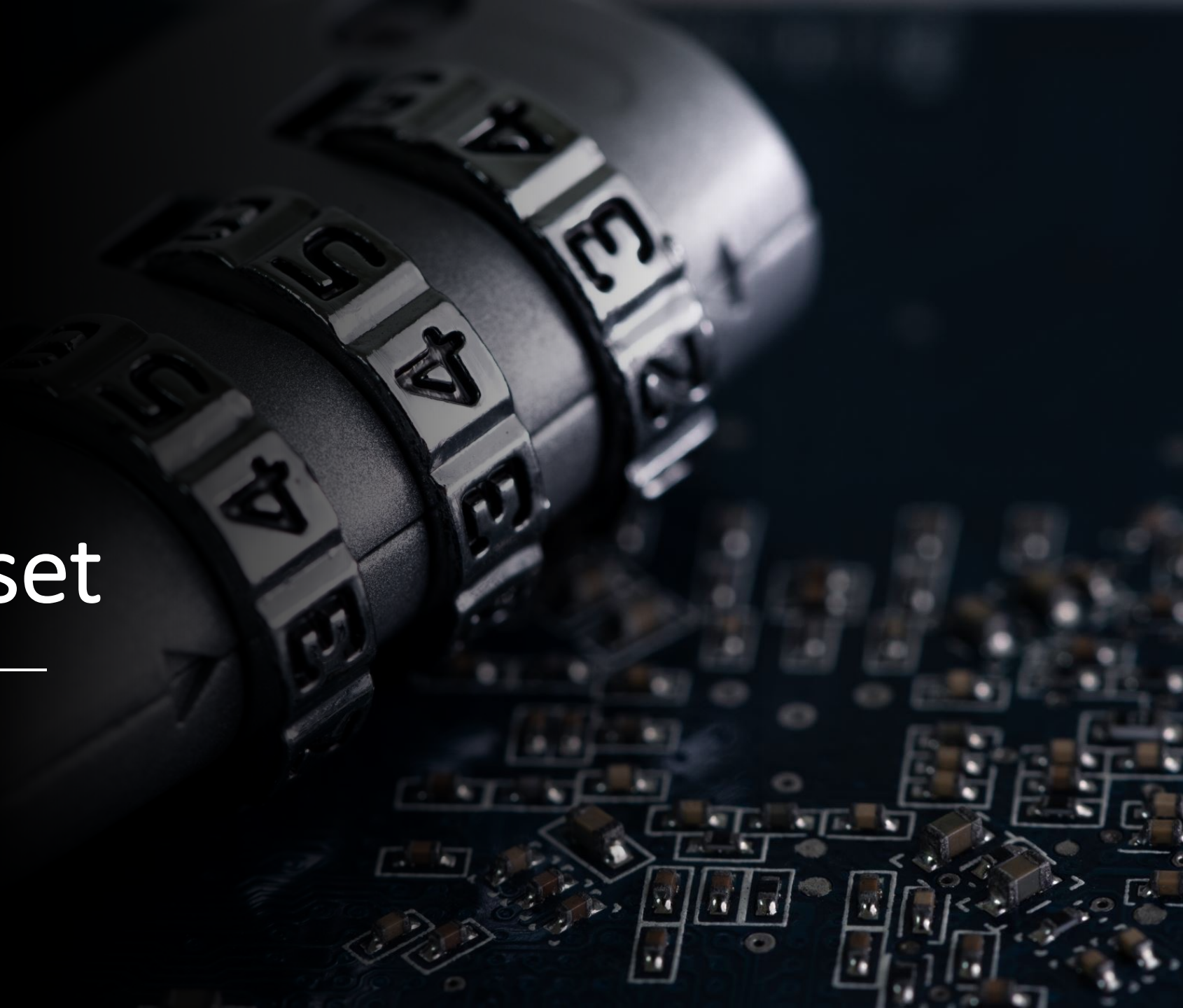
S.No.	Weeks	Service	Message	Preacher	Men	Women	Children	Total
1	Week 2	Bible Study	The meaning of Easter	Pastor John Thomas	100	110	50	260
2	Week 1	Sunday Service	Lessons from the life of King David	Pastor Timothy Oyeyinka	50	60	30	140

Showing 1 to 2 of 2 entries

Previous 1 Next



Password Reset



Forgot your password?

- Click on the **Forgot Password** link on the sign in page

Admin Login Member Login

Parish Login
Welcome to RCCG Canada
Sign in to access your account

Login

Username

Password

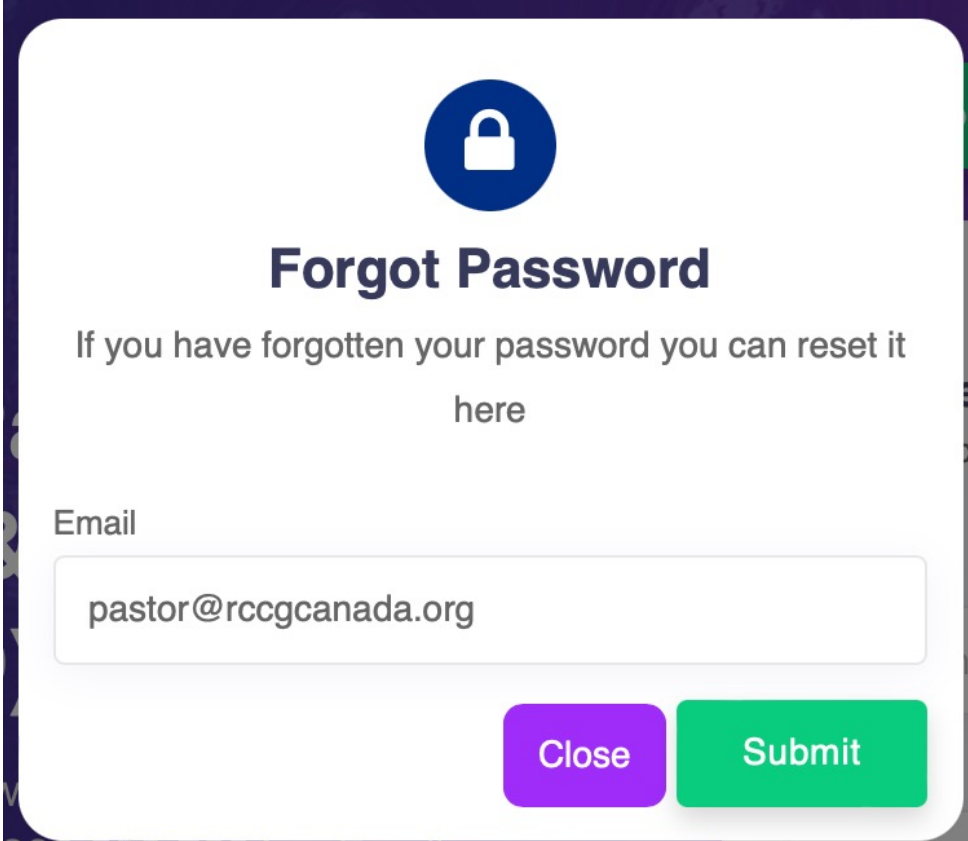
Password


Login Account

Forgot Password?

Password Reset

- Enter your registered parish email address and click **submit**.
- This will send a password reset message to your email address.

A dialog box with a dark blue border and rounded corners. At the top center is a blue circular icon containing a white padlock. Below the icon is the title "Forgot Password" in bold dark blue text. Underneath is the text "If you have forgotten your password you can reset it here" in a smaller, grey font. Below this is a text input field with the label "Email" to its left. The input field contains the text "pastor@rccgcanada.org". At the bottom right of the dialog are two buttons: a purple button labeled "Close" and a green button labeled "Submit".



Forgot Password

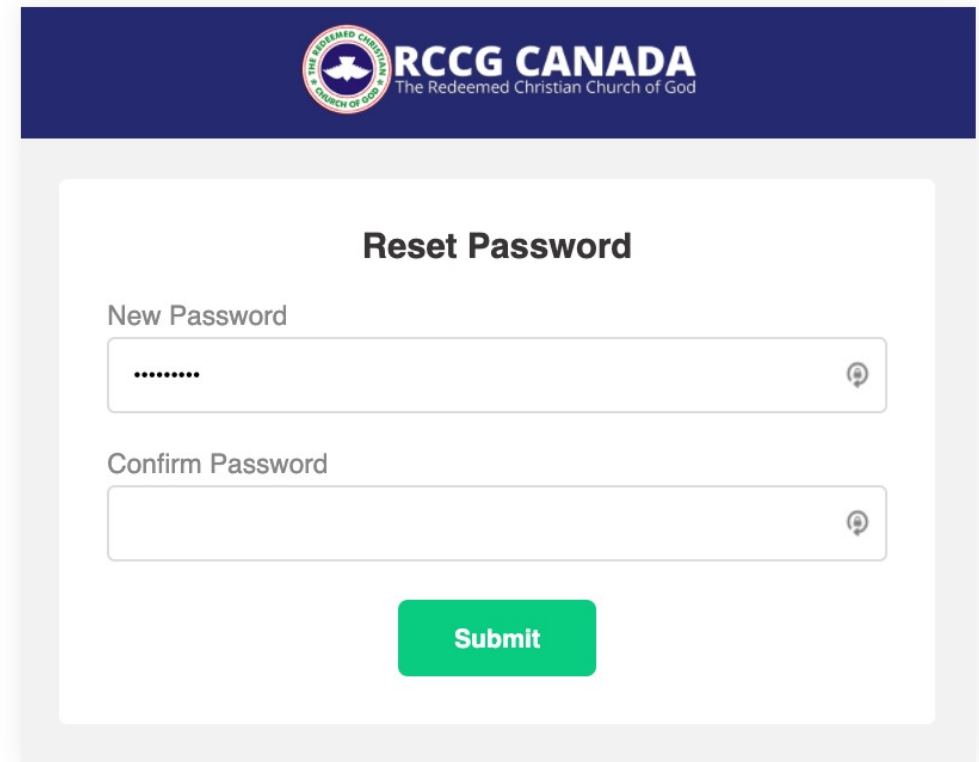
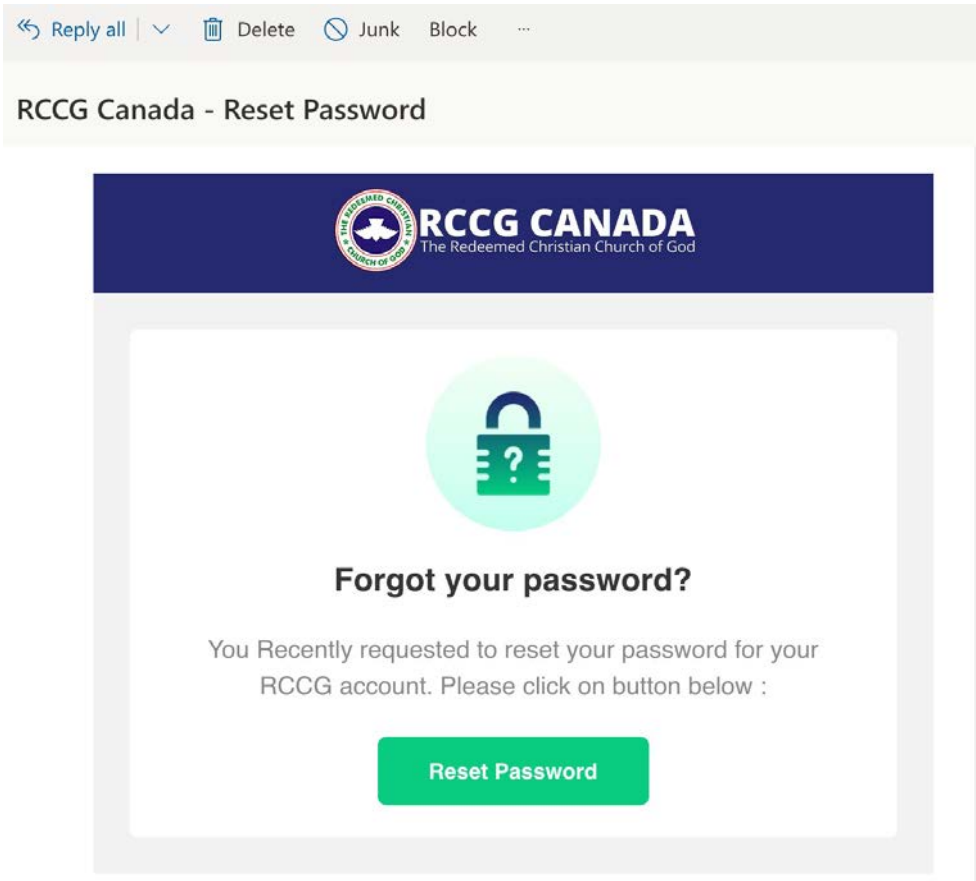
If you have forgotten your password you can reset it
here

Email

[Close](#) [Submit](#)

Password Reset

Click on the **Reset Password** button in the email you receive to complete the password reset.

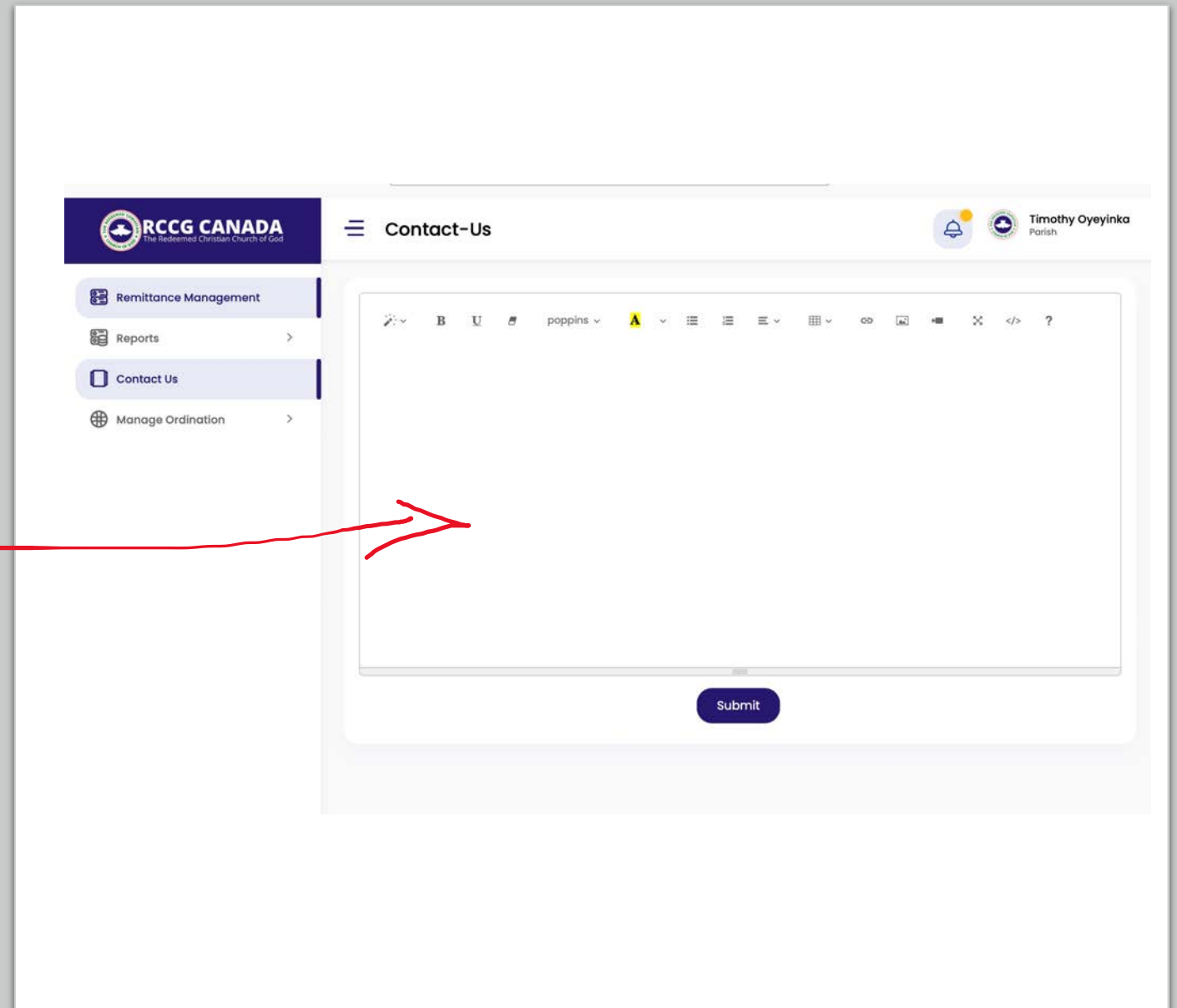


Contact Admin



To Contact a CPAD Admin

- Click on the **Contact Us** menu item to bring up the contact form
- Enter your message
- Click submit





notes for...

Zonal Coordinators, Provincial & Regional Pastors

Dual Personality Profiles

- You can switch between the Parish Pastor Profile to the Zonal, Provincial or Regional Profile by clicking on the User section on the top right
- Select **Switch to...** to toggle between the profiles that you are provisioned for

The image displays two screenshots of a user interface, illustrating the 'Dual Personality Profiles' feature. The top screenshot shows a user profile for 'Kay Oloke Province Head'. The user menu on the top right includes options for 'Profile', 'Switch to Parish', and 'Logout'. Below this is a table with columns: 'CGACA Region', 'RCCGACA Province', 'RCCGACA Zone', 'Status', and 'Action'. The bottom screenshot shows the same user profile but as 'Kay Oloke Parish'. The user menu now includes 'Profile', 'Switch to Province', and 'Logout'. Below the menu, it displays 'Total Outstanding this Month' as '\$0.00' and a 'Move Remittance' button. Red arrows from the text on the left point to the 'Switch to Parish' and 'Switch to Province' options in the user menus.

CGACA Region	RCCGACA Province	RCCGACA Zone	Status	Action
Region 13	NAR-13 Province 2	ON9	Enable	
Region 13	NAR-13 Province 2	ON9	Enable	

Elevated Profile View

CANADA
Christian Church of God

Parish

Key Oloke
Province Head

Search here...


Add New Parish


S.No.	Title	Parish Name	Pastor's Name	Email	Parish Id	Country	Remittance	RCCGACA Region	RCCGACA Province	RCCGACA Zone	Status	Action
1	Pastor	Anointed Chapel, Brampton	Timothy Oyeyinka	pastor@anointedchapel.org	ON918	Canada	20% remittance	Region 13	NAR-13 Province 2	ON9	Enable	
2	Pastor	Living Water, Iqaluit	Rotimi Lawal	timbola@yahoo.com	ON919	Canada	20% remittance	Region 13	NAR-13 Province 2	ON9	Enable	
3	Pastor	House of Grace, Georgetown	Ayo Akintomide	houseofgracegt@yahoo.ca	ON920	Canada	20% remittance	Region 13	NAR-13 Province 2	ON9	Enable	
4	Pastor	Restoration Court, Caledon	Kola Esomajumi	kesomajumi@yahoo.com	ON922	Canada	20% remittance	Region 13	NAR-13 Province 2	ON9	Enable	
5	Pastor	Tabernacle of Favor, Brampton	RCCG Tabernacle of Favor	oluyemijoseph@gmail.com	ON923	Canada	20% remittance	Region 13	NAR-13 Province 2	ON9	Enable	
6	Pastor	The Lord's Cedar, Brampton	Funke Hannah Egbuedo	rccgnatic@yahoo.ca	ON924	Canada	20% remittance	Region 13	NAR-13 Province 2	ON9	Enable	
7	Pastor	Wealthy Place, Malton	Moses Olayemi Olaitan	mosesolaitan99@yahoo.ca	ON925	Canada	20% remittance	Region 13	NAR-13 Province 2	ON9	Enable	
8	Pastor	Throne of Grace, Windsor	Grace Ugbeye	graceugbeye@yahoo.co.uk	ON626	Canada	20% remittance	Region 13	NAR-13 Province 2	ON6	Enable	
9	Pastor	Adullam House of Refuge, Windsor	Patrick Balogun	pastor@adullamparish.com	ON627	Canada	20% remittance	Region 13	NAR-13 Province 2	ON6	Enable	
10	Pastor	Dominion Faith Chapel, Chatham	Kizito Enonbun	enonbun1@yahoo.com	ON631	Canada	20% remittance	Region 13	NAR-13 Province 2	ON6	Enable	



Showing 1 to 10 of 31 entries

Previous 1 2 3 4 Next

Elevated Profile View

**RCCG CANADA**
The Redeemed Christian Church of God

 **Advance Report**

 **Kay Oloke**
Province Head

Parish >

Reports ▾

- Payment History
- Parish Remittance
- Progress Report
- Zonal Coordinators Report
- Advance Report**
- Due Payment Report
- Summary Report

Contact Us

Manage Ordination >

Zone

ON1 ▲



Select Zone

ON1

ON2

ON6

ON9

 Excel  print

S.No.	Id	Parish	Location	Pastor	Child Birth	Death	Marriage	New Parishes	New Property Acquired
1	43	Royal House, St. Catharines	95 Church Street, St. Catharines, ON, Canada	Dayo	0	0	0	0	0
2	42	Solid Rock, Niagara Falls	2895 St Paul Ave, Niagara Falls, ON, Canada	Ben	0	0	0	0	0
3	41	Restoration House, Burlington	1966 Itabashi Way, Burlington, ON, Canada	Tunde	0	0	0	0	0
4	40	Potters House, Kitchener	390 Wake Robin Crescent, Kitchener	Victoria	0	0	0	0	0

Other Notables

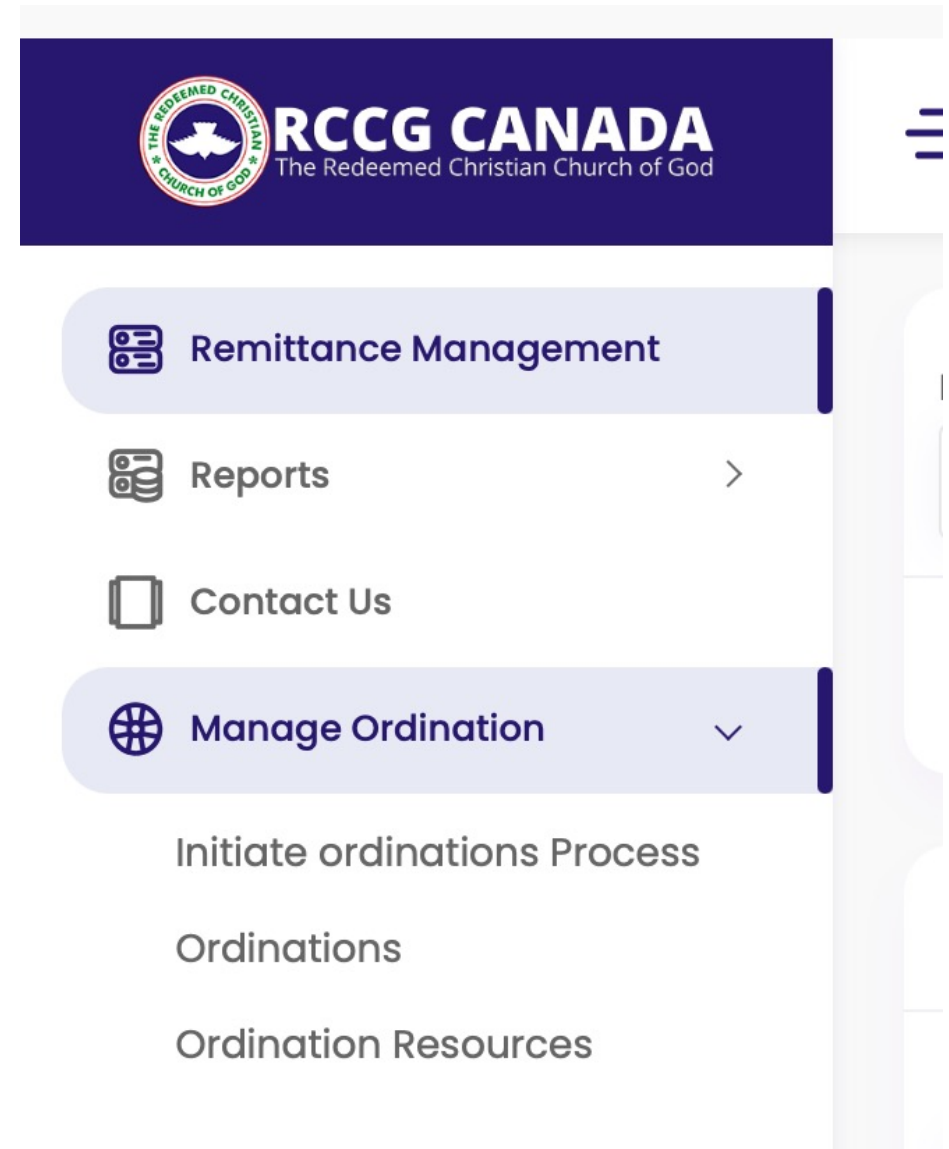
- **Ordination Initiation.** When a Provincial Pastor initiates ordination nomination it bypasses the parish and zonal approval steps.

A large group of graduates in blue gowns and caps, some shaking hands, with the text "Ordination Management" overlaid.

Ordination Management

Ordination Management

- Click on the **Manage Ordination** item in the Menu List to expand the ordination menu options



The screenshot displays the top navigation bar of the RCCG Canada website. The header features the church's logo on the left, which includes a dove and the text 'THE REDEEMED CHRISTIAN CHURCH OF GOD', followed by 'RCCG CANADA' and 'The Redeemed Christian Church of God' in a smaller font. To the right of the header is a hamburger menu icon. Below the header, a vertical sidebar menu is visible, containing several items: 'Remittance Management', 'Reports', 'Contact Us', and 'Manage Ordination'. The 'Manage Ordination' item is highlighted with a dark blue bar and a downward arrow, indicating it is expanded. Underneath this item, three sub-options are listed: 'Initiate ordinations Process', 'Ordinations', and 'Ordination Resources'.

Initiating a New Ordination

- Click on the **Initiate Ordinations Process** menu item to bring up the initiation form



The screenshot displays the RCGG Canada web application interface. The header includes the RCGG Canada logo and the text 'The Redeemed Christian Church of God'. The main navigation bar shows 'Initiate New Ordination' and the user's name 'Timothy Oyeyinka Parish'. The left sidebar contains a 'Manage Ordination' menu with a dropdown arrow, which is expanded to show 'Initiate ordinations Process', 'Ordinations', and 'Ordination Resources'. A red arrow points to the 'Initiate ordinations Process' option. The main content area is titled 'Enter the details of the recommended candidate' and contains the following form fields:

- Ordination Title* (dropdown menu with 'Select Option')
- Current Title* (dropdown menu with 'Select Option')
- First Name* (text input with placeholder 'Enter First Name')
- Middle Name (text input with placeholder 'Enter Middle Name')
- Last Name* (text input with placeholder 'Enter Last Name')
- Phone* (text input with placeholder 'Enter Number')
- Email* (text input with placeholder 'Enter Email')

At the bottom of the form are two buttons: 'Submit' (dark blue) and 'Cancel' (light grey).

Initiating a New Ordination

- Fill in the nominee details and **submit**

Initiate New Ordination   Timothy Oyeyinka Parish

Enter the details of the recommended candidate

Ordination Title*	Assistant Pastor	Current Title*	Deacon
First Name*	Elizabeth	Middle Name	C
Phone*	9051231234	Email*	ejohnson@example.

Pastor

Assistant Pastor

Deacon

Deaconess

Minister

Ordination Nominee

- The nominee will receive an email notification with a link to set up an online account on the RCCG CPAD portal.



Ordination Nomination

Hello Elizabeth Johnson,

Your pastor has nominated for an RCCG ordination.

Please click on link or copy paste the link in your browser address bar set up your account on the RCCG Canada CPAD portal.

[Verify Now](#)

Please use the default credentials below to login:

Email Id:-
ejohnson@example.com

Password:-
abc@s_kLIA3

If you have previously completed a similar verification process, please ignore this email.

Thanks

RCCG Canada Admin
admin@rccgcanada.org
Phone: 905-790-7111

Ordination Nominee

- The nominee will login to the portal with the given credentials

Parish Login Admin Login

Member Login

Welcome to RCGG Canada
Sign in to access your account

Email
Enter your Email

Password
Enter your password

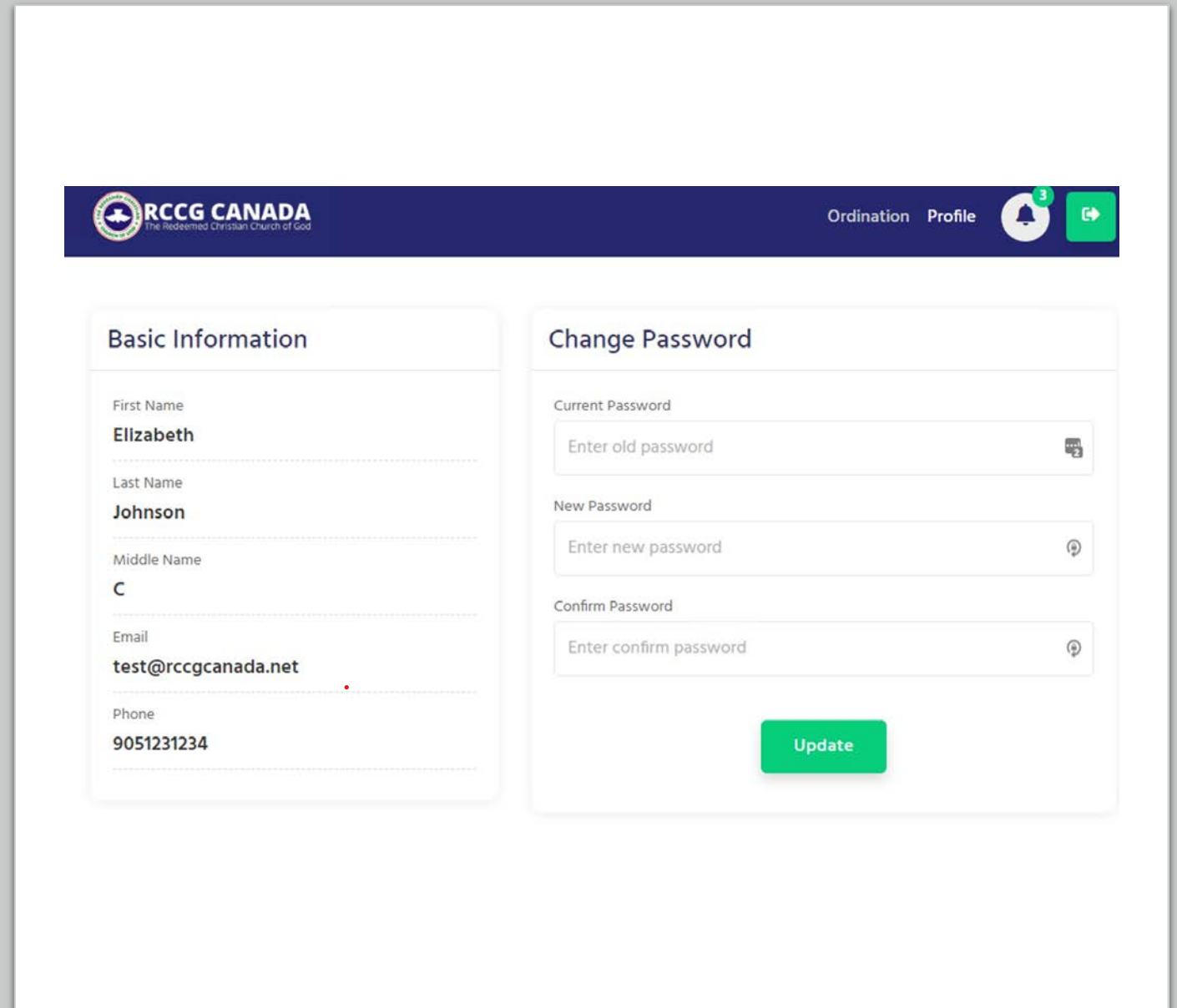
Remember Me

Login Account

[Forgot Password?](#)

Ordination Nominee

- The nominee will be required to update their credentials



The screenshot displays the user profile interface for RCGG Canada. The header includes the RCGG Canada logo and name, along with navigation links for 'Ordination' and 'Profile'. A notification bell icon shows 3 alerts, and a share icon is present. The profile is divided into two main sections: 'Basic Information' and 'Change Password'.

Basic Information

First Name
Elizabeth

Last Name
Johnson

Middle Name
C

Email
test@rccgcanada.net

Phone
9051231234

Change Password

Current Password
Enter old password

New Password
Enter new password

Confirm Password
Enter confirm password

Update

Ordination Nominee

- The nominee can complete their requirements by filling the ordination form through 5 steps.

The screenshot shows the 'Minister's Personal Profile' form on the RCCG Canada website. The form is titled 'Minister's Personal Profile' and includes a sub-header 'Form Initiated by Parish Pastor'. It is divided into five steps, with the first step currently active. The form contains the following fields and sections:

- Personal Information:** First Name (Elizabeth), Middle Name (C), Last Name (Johnson).
- Address:** Address (Enter Address), Street (Enter Street), City (Enter City).
- State and Zip:** State (Enter State), Zip Code (Enter Code), Telephone Number (9051231234).
- Identification:** SSN (Enter SSN), DOB (Select).
- Church Currently Serving:** Name of Parish (Enter Name), City (Enter City), Zone (Enter Zone), State (Enter State).
- Office Being Recommended For:** Recommendation (Select).
- Survey Questions:** 'Please Check Y or N as Appropriate'.
 - Have you ever pastored a church? (Yes, No, RCCG, Other)
 - Has god called you into the ministry? (Yes, No, I don't know)

A 'Next' button is located at the bottom right of the form.

Managing Ordination Applications

From the parish CPAD dashboard, Click on **Ordinations** to display the list of nominee applications

RCCG CANADA
The Redeemed Christian Church of God

Remittance Management

Reports

Contact Us

Manage Ordination

- Initiate ordinations Process
- Ordinations
- Ordination Resources

Initiate Ordinations

Search here...

Status: Select

Bulk Approval Bulk Disapproval

Nominee Id	Ordination Title	Name	Email	Phone Number	Address	DOB	Ssn	Serving Parish	Recommendation For	Initiated By	Region	Province	Zone	Status	Action
	Assistant Pastor	Elizabeth Johnson	test@rccgcanada.net	9051231234	NA	NA	NA	NA	NA	Timothy Oyeyinka	Region 13	NAR-13 Province 2	ON9	Form Initiated by Parish Pastor	Pending

Showing 1 to 1 of 1 entries

Previous 1 Next

You can **view** or **edit** the application form

Managing Ordination Applications

- From the **view** section, the pastor can **Approve** or **Disapprove** the application after review
- An **Approve** automatically moves the application up to the next approval level. E.g. from Parish Pastor to the Zonal Coordinator.
- The applicant will be notified whenever a decision is completed. The applicant is able to return to their online account at any time to make changes as required.

View Ordination Timothy Oyeyinka Parish

← Minister's Personal Profile Form Initiated by Parish Pastor

1 — 2 — 3 — 4 — 5

(If Applicable) Name of Spouse

First Name: Middle Name: Last Name:

Spouse's DOB:

Name Of Children: Date of Birth:

Zonal Coordinators Recommendation:

Provincial Pastor's Recommendation:

Regional Coordinators Recommendation:

Ordination Committee's Recommendation:

Update **Previous** **Approve** **Disapprove**

Ordination Resources

- The **Ordination Resources** section is a document management system where you will find documents that may be posted by the Central Office for you.

View Ordination Timothy Oyeyinka Parish

← Minister's Personal Profile Form Initiated by Parish Pastor

1 2 3 4 5

(If Applicable) Name of Spouse

First Name: Enter First Name Middle Name: Enter Middle Name Last Name: Enter Last Name

Spouse's DOB: Select

Name Of Children: RCCG, The Redemption House Date of Birth: Select

Zonal Coordinators Recommendation: Write here...

Provincial Pastor's Recommendation: Write here...

Regional Coordinators Recommendation: Write here...

Ordination Committee's Recommendation: Write here...

Update Previous Approve Disapprove

Questions, Comments?

Contact the RCCG Canada Central Office



admin@rccgcanada.org



Phone: 905-790-7111