Questions for
Certificate of Proficiency in Ritual, Manual and Code

Revised June 2010

Check Directory or Contact Grand Secretary for current committee

1. What is the title of our Organization? Ritual 161
2. Who founded the Order of Eastern Star? What is His Birth date and when do we celebrate this in our chapters. Ritual 7-12
3. Rob Morris died on _____? Ritual 12
4. What two properties must be present before a chapter can be opened? Ritual Page 163 &166. What chapter is the bible open to? MC Section 78 Page R-4
5. What number and who constitutes a quorum M&C Section176 Page R-33 Ritual Page 164
6. May a stated meeting be called off or postponed M&C Section 162 Page R-27
7. Other than conferring degrees when must a brother be in his station (Balloting) M&C Article VII page R-55 Section 63 Page R-2
8. How many Officers are there in a chapter Ritual page 27
9. Explain proving the chapter? M&C Book of Instructions Page I-4, I-5 Section 265
10. Test Oath: (a) There are two sources of avouchment for admitting visitors to a chapter give both. M&C Section 60, Page R-1. (b)Explain how and who examines a visitor that no one can vouch for. (c)Who administers the test oath to visitor? (d)Who makes up the examining committee? (d) Who appoints them? (e)Explain the procedure of examining a visitor. M&C Section 265 & 266 Page I-4, I-5 & I-6. (f) What must all visiting members show when visiting a subordinate chapter in Georgia? M&C Section 200 Page R-36
11. When you come into the order you were given a _____ at the altar. Can you be released from it? (Landmark 6) Ritual Page 163 (Recite the Obligation) Secret Work
12. Give the Signs and Passes of each degree. (Secret Work) How often are the signs and passes to be reviewed? Section 294 Page I-34
13. At what part of the meeting do you review the signs and passes? M&C Section 294 Page I-34
14. Explain the raps at the door and who are they given by Ritual page 16,
15. Where do you find the Landmarks of the Order of Eastern Star? Ritual Page 162 and 163
16. How many Land marks do we have? How often must they be brought before the chapter (once during the year) M&C Section 158 Page R-26 & Ritual page 162 and 163
17. What is our Order founded upon (Landmark 1) Ritual Page 162
18. (a)List the five degrees of our order. (Landmark 2) (b)Name the emblem and what it symbolizes the color and flower to each (c) Are these changeable (Landmark 3). Ritual Page 162, Ritual Page 84-85
19. The teaching of the order is: (land mark 4) Ritual Page 162
20. List the biblical reference of each. **Adah, Judges, Ruth, Book of Ruth, Esther, Book of Esther, Martha, St. John Chapter 11 , Electa, Second Epistle of John**
21. What is the obligation of our Order based on (Landmark 5)Ritual Page 162 and 163
22. When balloting how many black cubes stops a petition? M&C Section 75 Page R-3 If someone is denied membership what portion is read? M & C Section 182- Page R-33
23. Who are the only officers to touch the ballot box? M&C Section 72, page R-3 and also read Section 283 Pages I-23 and I-24 I-25 and I-26
24. Who confers the degrees? (Landmark 8)? Ritual Page 163
25. If a brother is not present how can a Sister confer the degrees (Landmark 8)? Ritual Page 163
26. A member is amenable to the laws of the order if a law is broken what procedure is taken (Landmark 9) Ritual Page 163
27. Can you appeal, if so to whom? (Landmark 10) Ritual Page 163

28. Who decides on membership (Landmark 11) Ritual Page 163
29. What would stop a member from visiting another chapter (Landmark 12) Ritual Page 163
30. What is the reverent attitude? Attitude of Prayer? Ritual 16
31. Explain the salutation and give five examples of when it is given. Ritual page 13, 41, 47 and 83
32. Exemplify the grip of the order. (secret work)
33. Petitions: Who and how many signs a petition for membership M&C Section169 Page R-31
34. What order are petitions read by the Secretary? (Book of Instructions M&C Section 280 page I-22.
35. Who investigates and explain the duties of the investigating committee for membership. How many must report and who must one of them be? M&C Section 144 Pages R-24 & R-25.
36. What must accompany a petition for the petition to be read? **The Fee** M& C Section 183 Page R-34 only addresses the return of the fee. No where does it actually tell you that the fee must be with the petition. It does state that the Secretary can take responsibility of the fee if not presented. M& C Article VIII Fees & Compensations Third Paragraph Page R-56
37. (a) If a petition is rejected is the petition returned? (b) Is the fee returned? M&C Section183, Page R-34
38. Is the nature of the investigating committee report entered in the minutes? M&C Section 143, Page R-24
39. Ballot: Is it compulsory to place the ballot box on the altar? Give conditions when not. Ritual Page 13
40. What Officers are required in conducting a ballot? M&C Sections 63, Page R-2 (b)Who are the only officers that touch the Ballot Box? WM, AM and AC
41. When the ballot is on the altar which two stations do you enter and which two do you retire? Ritual Page 13
42. How many and who inspects the ballot? M & C Section 71 &72, Page R-3 Who destroys it M&C Section 77, Page R-4
43. Explain collective balloting and then when may a second ballot be taken M&C Section74, Page R-3
44. After a favorable ballot is taken, may a rejection be made, explain M&C Section134, R-23
45. Does a Master Mason's widow loose her eligibility when she marries? YES GGC Book
(This questions deals ONLY with a Master Mason's widow if not already a member and remarries.)
46. What happens when a Master Mason is suspended from his Masonic Lodge? Does this affects a Sister who came in under his affiliation? **NO** M&C Section 81 Page R-4 and Section 177 Amended at the 2010 Grand Chapter Session.
47. Dispensations: a) List five reasons you need a dispensation (b) explain the procedure of obtaining one and what must be included with all dispensations except one for the OV of the WGM(c) who request and what signatures does it require (d) does this require the seal of the chapter? M&C Section 119, Page R-17, R-18
48. Which two ceremonies is it permissible to pass between the Altar and the open Bible? Initiation and Installation M&C Section293 Page -32 and Ritual Page 54
49. Dues: Explain emeritus membership and how to obtain a card. M&C Section 127, Page R-20
50. Are dues paid by emeritus members M&C Section 127, Page R-20
51. What is the residence membership qualification? (12 months only). This was changed at the 2010 Grand Chapter Session) M&C Section 131 A, Page R-22
52. Why should a dues card be countersigned? Protection and Identification
53. Where do the Officers stand during opening ceremony? (Explain which side of the chair or what position at their stations? M&C Section 294, Page I-33 & I-34 Ritual Page 27
54. Is it permissible to wear pants, hats or gloves in our chapter rooms when in session? M&C Section 294, Page I-33
55. How is membership forfeited? Ritual Page 165

56. Demits: How may a demit be obtained? How many times may you visit chapters holding a demit? M&C Section 112 and 113 Page R-16
57. How may a member from a defunct chapter obtain a certificate of membership? M&C Section 84 Page R-5
58. Why should you get a letter of Good Standing prior to obtaining a demit if you are transferring your membership? M&C Section 82 Page R-5
59. Explain Dual membership M&C Section 53D A. Page B-47
60. Dual members cannot hold what offices at the same time in their primary and dual chapters? M&C Page B-46 F
61. Initiation: How many may be initiated at one time with out obtaining a Dispensation? (b) When we initiate someone the conductress leads the candidate to the _____ and the obligation is given. She then leads them through the _____M&C Section 119 #5, Page R-18 Ritual Pages 58 & 59
62. A prayer is given after the degrees; explain where each person stands including the Chaplain Ritual Page 78-79 (b) Does the Warder leave his/her station to go to prayer circle? **NO** Give the initiatory prayer(5 extra points) Ritual Page 79
63. At what point do the officers join hands and members assume reverent attitude during the initiatory prayer? Ritual Pages 78 and 79
64. At what point during initiatory pray do the conductress and associate conductress join hands with the new members? Ritual Pages 78 and 79
65. At what point do all officers raise their hands and at what point do the officers start to drop their hands? Who will be the first to drop raised hands and who will be the last? Ritual Pages 78 and 79
66. As hands are lowered during initiatory prayer do you immediately assume the reverent attitude? Ritual Pages 78 and 79
67. When the altar is being draped at what point does the chaplain leave her/his station? When does she/he leave the labyrinth after altar is draped? M&C Section 279, Page I-21
68. How long are the members to hold the reverent attitude after the ceremony of draping the altar is completed? M&C Section 279, Page I-21
69. After the initiation ceremony has been completed and new member has signed by laws of the chapter what is to be done? (A welcome song to be sung per ritual page 91)
70. Who may hold Offices in the Grand Chapter? Article 5 Sect B M&C
71. Who is entitled to ballot at GC? Article 5 M&C
72. Election of Officers in a Chapter is handled at which meeting? Following the election when must the Installation be? A) M&C Section 164, Page R-27 & Section 292, Page I-32 B) M&C Section 139, Page R-24
73. During election of officers when is the ballot declared closed? M&C Section 292, Page I-32
74. Do the Officers need to be installed each year when holding the same office? M&C Section 178 Page R-33 May a proxy be used to stand in for them? M&C Section 140 Page R-24
75. Who may serve as Installing Officers? M&C 138 Page R 24
76. Who receives the Secret work of the Order and explain whose care the copies are placed and where should each sign for them. M&C Section 167 (2) Page R-29
77. Can a Worthy Matron or Worthy Patron resign? Explain. M&C Section 193 Page R-35
78. May an appointed Officer resign? How may they be replaced? M&C Section 187 Page R-34
79. How many chapters meetings are required each year? M&C Section 162 Page R-27
80. When a member of the chapter dies what procedure is done? M&C Section 278, Page I-20
81. When is Alter draped after a death, for whom and for how long? M&C Section 277, Page I-19
82. When a member dies should charter be draped in the dual chapter? YES (This is NOT spelled out in M&C but a dual member has all rights and privileges as a primary member in the chapter except for holding certain offices)

83. Introductions: Who receives Grand Honors and where are they introduced? After the Past Grand's are introduced where are the other members and visitors introduced? M&C Section 279, Page I-9 through I-16
84. What is a waiver of Jurisdiction from one state to another? How is it obtained? How is the vote taken for this, show of hands or secret ballot? M&C Section 155, 156 and 157 Page R-25 & R-26
85. What are the three governing bodies of the Order of Eastern Star and note the authority of each? Ritual Page 162
86. List the Grand Chapter approved Projects? M&C Section 46, Pages B-37 and B-38
87. How do you amend chapter's By Laws - Explain the procedure. M&C Section 88, Page R-6
88. The _____ of Grand Chapter and _____ of the WGM must appear on Circular letters before they can be read before the chapter M&C Section 92, Page R-7
89. Walk the Labyrinth **(10 extra Points)** Back of your Ritual Page 168 through 177
90. Officer work exemplified: Give wording of WP for Flag ceremony M&C Sect. 269, Page I-8
91. Explain the way the Conductress and Chaplain walk to and from the altar. M&C Section 268, Page I-8
92. When the Conductress is instructed to attend at the altar when does the Worthy Matron call up the Chapter? Ritual Page 41
93. Grand Honors are given when and to whom? M&C Section 270 #'s 1-8 New Ritual Page 17(Grand Representatives at Grand Chapter Session and 50 year members).Exemplify Grand Honors Ritual Page 17
94. Is it necessary for the officer badge to be on a vacant station during a chapter meeting? M&C Section 294, Page I-34
95. At what point during the initiation ceremony should Adah put on her veil and Esther her crown? M&C Section 285, Page I-27
96. What is the difference in Open and Closed installation of officers? Ritual Pages 96 and 97
97. Under what order of business should the motion to pay bills be made? M&C Section 276, Page I-19
98. Explain the raps of the gavel. Ritual Page 16 (Use of the Gavel)
99. Recite Opening prayer (5 points) Ritual Page 42
100. Recite Closing prayer (5 points) Ritual Page 46

BONUS QUESTION:

What officers should have stood the Proficiency Test before taking office?

All questions unless specified earns one point. There are extra questions so everyone should be able to score a Gold Seal the opening and closing prayers on test and the obligation required to earn a gold seal.

Scoring: 96-100 Gold Seal
95 and below will be a white card.