

DISTRICT COMMITTEE ON ORDAINED MINISTRY CHECK LIST for _____
pursuing Local Pastor

- _____ The inquirer has read and discussed with their pastor or another deacon or elder "The Christian As Minister." Pastor: _____ Date: _____
- _____ Member of the United Methodist Church for 1 year immediately preceding application for candidacy including one year of service in some form of congregational leadership. Date: _____
Name of church: _____
- _____ Assigned a candidacy mentor _____ by Dist. Super. _____ Date: _____
- _____ Applied on-line to the General Board of Higher Education and Ministry for the Fulfilling God's Call Guidelines for Candidacy. Date: _____
- _____ Completed Sections 1, 2, & 3 in the Fulfilling God's Call Guidelines for Candidacy with assigned candidacy mentor. Date: _____
- _____ Personal Data Inventory Date: _____
- _____ Written statement of call (311.1d) and request for recommendation (from S/PPRC). Date: _____
- _____ High School Graduate. Year _____
- _____ Completed interview with their local church S/PPRC. Name _____ Date: _____
- _____ Received approval from their local church charge conference. Date: _____ (form 104 on file)
- _____ Psychological assessment has been administered, had personal interview with Dr. Hugh Bryan, and report sent to candidacy mentor and DCOM. Date: _____
- _____ Criminal Background Check and Consumer Credit Report. Date: _____
- _____ Candidacy Mentors Report Date: _____
- _____ Written response to statements found in 311.2a Date: _____
- _____ Received approval by DCOM to become a Certified Candidate for Ordained Ministry.
Date: _____ (Sent form 113 to Candidacy Registrar and mentor update on-line)
- _____ Validation of completion of License to Preach School. Date completed: _____
School location: _____
- _____ Medical Report (form 103 on file) to Conference CBOM Registrar. Date: _____
- _____ Notarized statement certifying whether the candidate has been accused in writing or convicted of a felony, misdemeanor, or any incident of sexual misconduct or child abuse. (form 114) Date: _____
- _____ Local Pastor - assigned a clergy mentor _____ Date: _____
_____ LP (part time) _____ SP (student) _____ FL (full time)
- _____ Application for clergy relationship to the annual conference (form 105) Date: _____
- _____ Received first appointment to serve: _____ Date: _____

(over)

_____ Annual renewal by DCOM: 1 _____ 2 _____ 3 _____ 4 _____
 5 _____ 6 _____ 7 _____ 8 _____ 9 _____ 10 _____
 11 _____ 12 _____ 13 _____ 14 _____ 15 _____

_____ Annual interview with the Conference Board of Ordained Ministry showing satisfactory progress in Course of Studies (LP up to 12 years to complete/FL up to 8 years to complete) with District Superintendent and DCOM Chairperson accompanying licensed local pastor.
 1 _____ 2 _____ 3 _____ 4 _____ 5 _____ 6 _____
 7 _____ 8 _____ 9 _____ 10 _____ 11 _____
 12 _____ 13 _____ 14 _____ 15 _____

Course of Study Completed (Indicate if by correspondence)

1 st year _____	1 st year advanced _____
2 nd year _____	2 nd year advanced _____
3 rd year _____	3 rd year advanced _____
4 th year _____	4 th year advanced _____
5 th year _____	

_____ Credentials must be returned if no longer appointed

See 2008 Book of Discipline Paragraph 324.6

For those persons moving to Associate Membership and Provisional Membership contact the Registrar for the Conference Board of Ordained Ministry for additional requirements.

Suggested Schedule for District Committees

SUMMER: Persons who wish to pursue candidacy in preparation for Local Pastor status should get started. This will allow time for psychological testing and other work to be completed prior to the start of License To Preach School. If the person is not interested in attending License To Preach School at the session beginning in January, then beginning in the Summer is not as urgent.

FALL: District Committees should meet with persons wishing to become certified candidates and attend License to Preach School beginning in January. Local Pastors who have completed the Course of Study School requirements are to be interviewed annually with DS signing and dating the back of their License for Pastoral Ministry certificate.

MARCH/APRIL: Spring interviews conducted by Conference Board of Ordained Ministry Division of Local Pastors in bi-district regions of the state for those local pastors who have not completed the 5 year Course of Study School requirements and those seeking a change in status (part-time to full-time, associate membership, provisional membership).

Updated 8/09