

**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: \_\_\_\_\_
- \_\_\_\_\_ Professing member in good standing of the United Methodist Church or a baptized participant of a recognized UM Campus Ministry or other UM ministry setting for a minimum of one (1) year immediately preceding application for candidacy. Date \_\_\_\_\_  
Name of church: \_\_\_\_\_
- \_\_\_\_\_ Recommended to attend the next group candidacy mentoring process by Dist. Super. \_\_\_\_\_  
Date: \_\_\_\_\_
- \_\_\_\_\_ Applied on-line to the General Board of Higher Education and Ministry UMCARES for the Answering the Call Candidacy Guidebook. Date: \_\_\_\_\_
- \_\_\_\_\_ Completed Answering the Call Candidacy Guidebook with assigned candidacy group. Date: \_\_\_\_\_
- \_\_\_\_\_ Personal Data Inventory Date: \_\_\_\_\_
- \_\_\_\_\_ Written statement of call and written response to Wesley's historic questions (310.1d, 2a (i-vi) 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: \_\_\_\_\_
- \_\_\_\_\_ Completed Candidate Declaration Statement 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 <sup>st</sup> year _____	1 <sup>st</sup> year advanced _____
2 <sup>nd</sup> year _____	2 <sup>nd</sup> year advanced _____
3 <sup>rd</sup> year _____	3 <sup>rd</sup> year advanced _____
4 <sup>th</sup> year _____	4 <sup>th</sup> year advanced _____
5 <sup>th</sup> year _____	

\_\_\_\_\_ Credentials must be returned if no longer appointed

See 2012 Book of Discipline Paragraph 324.6

**For those persons moving to Associate Membership and Probationary 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 1/2020**