



GENERAL BOARD OF
**Higher Education
& Ministry**

**Request for Annual Review and Renewal
of
Professional Certification in the United Methodist Church**

Print or type all information. Check appropriate area of certification. Additional comments about your work and needs are helpful. You may give more detailed answers by attaching additional pages—provide two copies of each attachment. Mail all copies to the Registrar from your conference Board of Ordained Ministry responsible for certified persons.

- | | | |
|--|---|---|
| <input type="checkbox"/> Camp/Retreat Ministry | <input type="checkbox"/> Christian Education | <input type="checkbox"/> Evangelism |
| <input type="checkbox"/> Music Ministry | <input type="checkbox"/> Older Adult Ministry | <input type="checkbox"/> Youth Ministry |
| | <input type="checkbox"/> Spiritual Formation | |

Name _____

Present Position _____

Mailing Address _____

_____ Telephone (work) _____ (home) _____

Fax _____ E-mail _____

Current Church and/or Conference Membership _____

I have/have not changed positions during the past year. (If change, give name and address of former position and date of change.)

To what professional groups do you belong?

What professional periodicals and books have you read?

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For Use of Conference Board of Ordained Ministry

(over)

Date Received _____ Date Renewed _____

Signed for Annual Conference _____

Upon renewal the conference chairperson will date and sign. File original copy with the records in the conference office and send a copy to the Section of Deacons and Diaconal Ministries, Division of Ordained Ministry, General Board of Higher Education and Ministry, P.O. Box 340007, Nashville, TN 37203-0007.

What professional conferences, workshops, or courses have you attended during the last year?

What experiences have been helpful in your personal enrichment and spiritual growth?

How can your conference Board of Ordained Ministry be helpful to you?

I would appreciate a personal interview with the Board of Ordained Ministry _____

Evaluation of professional performance of applicant to be completed by person who has primary supervision of applicant's work: (You may use a separate page for the evaluation). The supervisor is the person who works most closely with the certified person and is in a position to evaluate his/her work and to whom he/she is accountable for accomplishing ministry goals and tasks. This person may be the senior pastor, chair of the pastor/staff relations committee, an agency supervisor, a district superintendent, or a staff person in the conference council on ministries.

(This evaluation is to be reviewed by both applicant and supervisor and signed in each other's presence.)

Applicant

Supervisor