

CANDIDACY PROCESS SOUTH CAROLINA CONFERENCE

INQUIRING CANDIDATE (¶ 310 & 310.1a) – Pre Retreat

(Please return one copy of items (a – f) to both the Office of Clergy Services and your District Office!)

1. Read & Discuss the book “**Christian as Minister**” with pastor or campus minister.
2. Get letter from Pastor/Campus Minister indicating that candidate is a professing member in good standing of the United Methodist Church or a recognized UM campus ministry or other ministry setting for at least one year (¶ 310.1) **and** has read and discussed “**Christian as Minister**”.
3. Write DS requesting admission to UMC candidacy process. Include a written statement of your call to ministry.
4. Sign and submit Psychological Consent Forms to **District Office & Office of Clergy Services**. Begin psychological testing process.
5. Complete and submit a Biographical Information Form (Form 102) to **District Office & Office of Clergy Services**
6. Request to be registered with GBHEM Online Candidacy Application Process. The registration cost is **\$45.00** to be paid within the GBHEM system at a later date and download the Candidacy Guidebook.
7. Request the DS to complete and submit **Request for Candidacy Packet** (10SCBOM) form to the **Office of Clergy Services**. Packet contents include:
 - a. Credit Statement ¶ 310.2b (Form 06SCBOM)
 - b. Criminal Background Statement (this form includes the statement of any convictions – or written accusations – of sexual misconduct or child abuse as required by ¶ 310.2b) Screening cost is **\$20.00**
 - c. Medical Report (Form F-103) to be completed by physician of candidate choosing
 - d. The TABE (Test of Adult Basic Education) results (see Timeline/Checklist)
 - e. Proof of graduation high school or equivalent (12SCBOM). Can be diploma or college degree
 - f. Candidacy Retreat Application (Retreat fee – **\$125.00**)
8. Complete items (a – f) and **submit to District Office and Office of Clergy Services by November 1** to attend Fall Retreat in December or **June 1** to attend Summer retreat in July

EXPLORING CANDIDATE (¶ 310.1b, c) [Attend Candidacy Retreat – Summer or Fall]

1. **Candidacy Mentors** – You will be assigned your candidacy mentors at the candidacy retreat!
2. **Candidates** – You will meet other candidates who are in the process. You will have the opportunity to both share and hear stories of calling and dreams for ministry.
3. **Orientation to Ministry (¶312)** – Guest speakers who have already navigated the process will share their path of discernment and their joys and difficulties within the vocation.
4. **Mentor group meetings** – You will be assigned to your mentoring group and complete your first two mentoring sessions while at the retreat.
5. **Psychological Testing** – You will take the psychological test as a group at the Candidacy Retreat. Your cost is **\$391.00** which must be paid prior to the retreat. This represents 1/3 the cost of the test. The Board of Ordained Ministry pays the remaining 2/3 of the cost of the testing.

DECLARED CANDIDATE (¶ 310.1d, e) & CERTIFIED CANDIDATE (¶310.2) – Post Retreat

1. **Mentor Group Meetings**- You will meet four times with your mentoring group to continue working *Candidacy Guidebook*. Times for your meetings are set at the candidacy retreat.
2. **Local Church SPRC**-Confer with your pastor and request meeting with PPRC to share statement of call and be prepared to discuss Wesley’s historic questions in ¶ 310.1d 1-3 A written **two-thirds** votes will be taken to determine if you are ready to move forward in the process and be recommended to your charge conference.
3. **Meet with Local Church Charge Conference**. Share your call story. A written ballot must be taken and you must receive **two -thirds** approval of Charge Conference.
4. **Meet with District Committee on Ministry (¶ 310.2)**
 1. Write responses to queries in ¶ 310.2a.
 - a. Candidacy Mentor provides statement to dCOM.
 - b. Agree to the personal dedication outlined in ¶310.2d
 - c. Be examined by dCOM, including review of all materials and standards of ¶310.2c.
 - d. Be approved as a Certified Candidate upon three-quarters approval by written ballot.

CONTINUATION OF CANDIDACY (¶313)

1. Request continuation by Charge Conference or equivalent body **annually** and receive a **favorable** recommendation (¶313.1)
2. Provide evidence of satisfactory progress in required studies (¶313.2)
3. Annual report of Mentor to DCOM
4. Annual interview with DCOM for vote on continuation (¶313)