



Committee On Continuing Education/Formation

Board of Ordained Ministry | South Carolina Conference | The United Methodist Church

Continuing Education Units (CEUs) Guidelines and Application

“Throughout their careers, clergy shall engage in continuing education for ministry, professional development and spiritual formation and growth in order to lead the church in fulfilling the mission of making disciples for Jesus Christ. This shall include carefully developed personal programs of study augmented periodically by involvement in organized educational and spiritual growth activities. These practices embody the Wesleyan emphasis on lifelong growth in faith, fostered by personal spiritual practices and participation in covenant communities...” ¶350.1, The Book of Discipline

The South Carolina Board of Ordained Ministry requires that twelve CEU's must be earned in each quadrennium with not less than one CEU being earned in any one year. Pastors, seeking to receive CEUs for continuing education, should follow these guidelines.

The following guidelines must be met before CEUs can be awarded.

One CEU is equivalent to 10 contact hours. Contact hours means the number of hours spent in the actual process of learning. (This excludes travel time to and from event). 5 hours equal .5 CEU, 10 hours equals 1 CEU and so forth.

A. Prior to the Event

1. Fill out CEU application form. Send to the Chair of the Continuing Education Committee of the Board of Ordained Ministry
2. Provide a description of the event (This can be done by providing the flyer or a short descriptive paragraph).
3. Identify the leaderships for the event and their credentials. (This may be found on the flyer or course information).
4. Provide a list of books or other preparation needed for the event.
5. Provide number of hours anticipated in actual learning time.

B. After the Event

1. Please send the following information in writing to: a) The Chair of the DCOM in your district or The Chair of the Continuing Education Committee of the Board of Ordained Ministry.
2. Please provide a copy certificate of completion of the event.
3. Share (in writing) 2 -3 learnings that were gained by participating in this event.
4. Share how your learnings will be used in your setting for ministry (1-2 paragraphs) Once this is received, the pastor will be awarded appropriate amount of CEUs.

C. Application

1. Send the completed application to the Rev. Katherine Haselden Crimm (khaselden@umcsc.org)
2. Copies of the CEU Application can be found online in the forms section of the Clergy Services page (umcsc.org/clergyservices) under the Continuing Education heading.



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First & Last Name: _____

Email: _____ Phone: _____ District: _____

Church: _____ Years of Service: _____

Description of the Event (Attach flyer, if desired):

Leadership of the event and their credentials (Attach flyer, if desired):

Share why you feel this event is important for your continuing education:

List books or other preparation need for this event:
