

PROCEDURE SHEET

Requirements for Membership in Full Connection in the Desert Southwest Annual Conference of the United Methodist Church.

Complete the following requirements as soon as possible. All materials must be in the hands of the Registrar by January 30, 2009 or no interview will be arranged for this Conference year.

1. Application for Admission and Sex Offense Form. Deadline: November 1, 2008
2. Background Form Deadline: November 1, 2008
3. Permanent Record Form. Deadline: November 1, 2008
4. Personal Reference Form (14 references required). Deadline: November 1, 2008
5. Biographical Summary Form. Deadline: November 1, 2008
6. Official transcript from an accredited college or university. Deadline: November 1, 2008
7. Official transcript from a seminary accredited by the United Methodist Church.
Deadline: November 1, 2008
8. Field Work Evaluation if not previous submitted when you applied for Probationary Membership.
Deadline: November 1, 2008
9. Physical Examination using the enclosed form with an M.D. of your choice. The Board will pay up to \$50 including laboratory tests for this examination. Deadline: November 1, 2008
10. Advising your District Superintendent and Board Advisor of your application.
11. Provide the Registrar written proof (i.e., a letter from the Conference Treasurer) that you have paid in full all Conference imposed obligations through the date for admission into Full Connection.
Deadline: November 1, 2008
12. A full-length Sermon and Exegetical paper on the text (Elders and Deacons) or an exegetical paper on the work of service ministry with an application in the form of a service project (Deacons only). Send 1 printed copy of the manuscript/transcript/project. Send 1 DVD of sermon (mandatory) or project in action (if applicable). Also, send 1 CD containing all this information, preferably in Word format. Deadline: January 30, 2009
13. Doctrinal Examination on Theology and The Practice of Ministry; A Plan for Teaching; and finally, the Pastoral Care Examination. Send 1 printed copy. Send this in on your disk also. Reader's questions and responses will be communicated to you for your preparation for the interview. Deadline: January 30, 2009
14. A Personal Interview with members of the Board of Ordained Ministry. Procedures for this interview and interview dates will be sent to you by February, 2009.
15. Appearance at the Annual Conference session in June 2009 at both Executive Session and Ordination.