



HIGHER EDUCATION & MINISTRY

General Board of Higher Education and Ministry

THE UNITED METHODIST CHURCH

DISTRICT _____

Candidates District File Content Checklist

Name: _____

Address: _____

City: _____ State: _____ ZIP: _____

Phone: _____ Email: _____ Date file started: _____

_____ Candidate invited to set up account in UMCARES: Date _____

_____ Written statement of call (§310.1d)

_____ Written information based on §310.2a

_____ Biographical Information Form (Form 102)

_____ Credit check

_____ Criminal background check

_____ Notarized statement regarding sexual misconduct and child abuse

_____ Candidacy: Group Mentoring: Date Completed: _____

_____ Psychological assessment report

_____ Candidacy mentor's report: Date Received: _____

_____ Declaration of Candidacy and Charge Conference Recommendation (Form 104)

_____ Academic progress documents

_____ Candidacy vote recorded in UMCARES Date _____

_____ Certification renewed Date _____

_____ _____ Date _____

_____ _____ Date _____

_____ _____ Date _____

_____ Letter of recommendation to Board of Ordained Ministry for provisional membership
toward deacon's or elder's orders

_____ File sent to BOM registrar Date _____