



***Certificate in Ministerial Education***

***Catalog, Policies and Procedures***

***September 2016 - August 2017***

***Revised June 14, 2016***



Dear Ministerial Student,

Welcome to the School of Spiritual Leadership, Certificate in Ministerial Education Program. I anticipate that you will find it one of the most rewarding experiences of your life. When I began as a ministerial student myself a dozen years ago, I wondered how the program would impact my spiritual development. The great beauty of our program is its balance of academic work, practical experience, and nurturing the student's spiritual development.

The program is designed to develop and prepare spiritual leaders for a wide array of ministries, including those of the student's unique design. By providing the essential tools and building blocks for spiritual leadership, the Centers for Spiritual Living School of Spiritual Leadership prepares its students to take their ministries out in the world and stand on par with clergy from any denomination. More importantly, our graduates have the confidence that they are prepared for all of the rigors and spiritual depth of ministry.

During your time in the program, please avail yourself of the many resources that are part of the educational experience. Resources include full participation in practicum, mentors, faculty and teaching ministers who are at the top of their field, Home Office staff and regional registrar to guide you through administrative requirements, and your dean who is instrumental in your development as a minister and in navigating your journey.

I am thrilled and grateful at the same time that you have chosen to study in the School of Spiritual Leadership. We are an open organization and you may call on any of us, including me, for support and to enhance your experience.

I stand with you in prayer, knowing your experience is rich and rewarding in the unique ways that serve your particular calling.

A handwritten signature in black ink that reads "Robert A. Deen III". The signature is written in a cursive, flowing style.

Love and blessings,

Rev. Dr. Bob Deen  
Manager of Professional Education  
Centers for Spiritual Living

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## **School of Spiritual Leadership Mission**

To prepare spiritual leaders for service in the global community.

## **School of Spiritual Leadership Goals**

In support of our mission our goals are to:

1. Provide a quality distance academic program to ministers in training who are capable of benefiting from ministerial study.
2. Provide comprehensive support services to help students achieve their personal, vocational and academic potential.

## **School of Spiritual Leadership Objectives**

Objectives are singularly focused on consciousness studies to prepare students to successfully:

1. Evaluate, adapt and apply theories and practices in the fields of Education, Leadership, Philosophy, Science and Spirituality, Psychology and Religion to facilitate spiritual development in self and others, and develop an awareness of the function of spiritual community in human development.
2. Analyze, apply and practice the values of a spiritual leader, including the development of personal and community vision and the fostering of congruence through the teaching and practice of the values that flow from that vision.
3. Assess, apply and adapt world cultural and spiritual traditions to bring a global spiritual perspective to the challenges and opportunities of contemporary individual and community spiritual life.

## **Learning Outcomes:**

Upon completion of their studies, graduates will be able to:

- A. Adapt and apply fundamental theories and practices in:
  1. Education
  2. Leadership
  3. Philosophy
  4. Science and Spirituality
  5. Psychology
  6. Religion

B. Teach and demonstrate spiritual development by:

1. knowing and applying the practices of spiritual guidance
2. knowing and applying the leadership practices of administration and community organization

C. Describe and practice the formation of personal and community vision and values by:

1. facilitating, formulating and teaching vision building practices
2. identifying the values that proceed from vision and the relationship between vision, value and personal conduct
3. facilitating community learning activities regarding the practice and application of vision and values

D. Examine and apply the major world religious traditions and can analyze, combine and select aspects of these teachings for application to contemporary spiritual life

## ADMINISTRATION CONTACT INFORMATION

Centers for Spiritual Living  
573 Park Point Dr.  
Golden, CO 80401-7042  
Main phone number: 720-496-1370  
Fax: 303-526-0913  
[www.holmesinstitute.org](http://www.holmesinstitute.org)

Rev. Dr. Bob Deen, DD  
Manager of Professional Education  
Direct phone number: 720-279-8990  
Fax: 303-526-0913  
[bdeen@csl.org](mailto:bdeen@csl.org)  
School of Spiritual Leadership Administration  
Available Monday—Thursday, 8am to 5pm Mountain Time

Maureen Thurston, RScP  
Administrative Registrar  
Direct phone number: 720-279-8992  
Fax: 303-526-0913  
[mthurston@csl.org](mailto:mthurston@csl.org)  
School of Spiritual Leadership Administration  
Available Monday—Thursday, 8am to 5pm Mountain Time

Rev. Dr. Christina Tillotson, DD  
Distance Education Dean  
Phone: 760-944-9226  
[Christi999@roadrunner.com](mailto:Christi999@roadrunner.com)

Rev. Dr. Kim Kaiser, EdD  
Academic Dean  
Phone: 707-546-4543 Ext. 119  
[kkaiserjps.net@gmail.com](mailto:kkaiserjps.net@gmail.com)

## REGIONAL & PRIMARY TEACHER MINISTERIAL EDUCATION CENTER REGISTRARS

### Denver Regional Center

Mile Hi Church of Religious Science  
9077 West Alameda Avenue  
Lakewood, CO 80226-2858

Director: Rev. Dr. Roger Teel, DD  
Dean: Rev. Dr. Ras Smith  
e-mail: [rsmith@milehichurch.org](mailto:rsmith@milehichurch.org)  
Registrar: Jennifer Severance, RScP  
e-mail: [jseverance@milehichurch.org](mailto:jseverance@milehichurch.org)  
Phone: 303-237-8851  
Fax: 303-238-1303

### Florida Regional Center

Suncoast Centers for Spiritual Living  
Tampa, FL 33507

Director: Rev. Alan Vukas  
Dean: Rev. Kathryn Knox  
P. O. Box 15678  
Tampa, FL. 33684  
[Revkathryn@suncoastcsl.org](mailto:Revkathryn@suncoastcsl.org)  
Registrar: Rev. Marilyn Earhart  
[revmarilyn@suncoastcsl.org](mailto:revmarilyn@suncoastcsl.org)  
813-598-9951

### Los Angeles Regional Center

Redondo Beach Center for Spiritual Living  
907 Knob Hill Ave.  
Redondo Beach, CA 90227

Director: Rev. Dr. Moira Foxe  
Dean: Rev. Katherine McKinney  
email: [kmckinney@redondocls.org](mailto:kmckinney@redondocls.org)  
Phone: 310-540-5080

### San Diego Regional Center

Seaside Center for Spiritual Living  
1613 Lake Drive  
Encinitas, CA 92024

Director: Rev. Dr. Christian Sorensen, DD  
Dean: Rev. Dr. Kathy Hearn  
e-mail: [kathy@revkathy.com](mailto:kathy@revkathy.com)  
Registrar: Kathy Phelan  
e-mail: [holmesinstitute@seasidecenter.org](mailto:holmesinstitute@seasidecenter.org)  
Phone: 760-753-5786 x\*816  
Fax: 760-753-7647

### Santa Rosa Regional Center

Center for Spiritual Living, Santa Rosa  
2075 Occidental Road  
Santa Rosa, CA 95401

Director: Rev. Dr. Edward Viljoen, DD  
Dean: Rev. Dr. Kim Kaiser, EdD  
e-mail: [kkaiserjps.net@gmail.com](mailto:kkaiserjps.net@gmail.com)  
Registrar: Martha McCabe, RScP, MA  
e-mail: [Martha@cslsr.org](mailto:Martha@cslsr.org)  
Phone: 707-546-4543 Ext. 118  
Fax: 707-546-4548

### Primary Teacher Center Center for Spiritual Living Seattle

5801 Sand Point Way NE  
Seattle, WA 98105

Primary Teacher: Rev. Dr. Kathianne Lewis  
email: [kathiannel@spiritualliving.org](mailto:kathiannel@spiritualliving.org)  
Phone: 206-527-8801

### Center for Spiritual Living Greater Dayton

4100 Benfield Drive  
Dayton OH 45429-4656

Primary Teacher: Rev. CC Coltrain  
[revcc@cslgd.org](mailto:revcc@cslgd.org)  
Phone: 937-298-1376

## **Ministerial Education Program**

The Ministerial Education Program content includes the study of the great wisdom of the world. Students currently study the world's great religions, philosophy, psychology, science and spirituality, leadership and education so that they can experience the same kind of synthesis of this great wisdom and universal spiritual principles that Dr. Ernest Holmes synthesized into the philosophy, faith, and way of life of the Science of Mind. The School of Spiritual Leadership provides students with the opportunity to study with current experts in those six disciplines so that they, too, can experience the great wisdom of the world. The Centers for Spiritual Living is the overall organization that spreads the philosophy, the faith and the way of life of Science of Mind throughout the world through its centers and other affiliated organizations.

Spiritual Leaders are expected to be conversant with a wide variety of topics. They must be well versed in the principles and beliefs of Religious Science and the metaphysical philosophers who preceded them. They are also expected to have some expertise in Buddhism, Islam, Judaism, Hinduism, Sufi, Taoism, Kabbalah, and Philosophy. They need to be well educated in Christianity, in all its manifestations, and are expected to be Bible scholars. Spiritual Leaders must also be aware of humanistic psychology, learning theory, and the latest scientific thinking that relates to spirituality.

A spiritual leadership academic program is based on the need for diverse and comprehensive education. A spiritual leader is also the manager in a spiritual organization. This means that there must be a background in financial management, leadership styles and concepts, administration, organization and ecclesiastical craftsmanship.



## **THE BASICS**

### **REGIONAL AND PRIMARY TEACHER COURSES**

The regional program provides our students with direct, hands-on application of theory and principles, taught by experienced ministers of Religious Science. This part of the program is the responsibility of the regional office OR Primary Ministerial Education Center. Registration is done online and all scheduling, course pre-requisite determination and syllabus dispersing is done by the Regional Registrar or Primary Teacher. Any questions regarding regional course work or practicum need to be directed to the Regional Registrar or Primary Teacher.

Each course includes 20 hours of classroom work that uses lecture, discussion, student dialogues, reports, presentations and problem-solving activities to prepare students to serve as ministers.

Each region and center schedules courses in a different manner to meet the needs of our students. Some schedule evening classes and others schedule weekend classes. Video-conferencing may be available. Check with your Dean or Primary Teacher for information and availability.

### **PRACTICA**

The Practicum Program component of ministerial training provides the student with hands-on, real time and practical experience in the work of ministry. Each practicum addresses and fulfills at least one competency (area of focus and skill development.) Your Dean or Primary Teacher will provide you with the suggested List of Competencies and assist you in planning your practica.

### **COMPREHENSIVE MODULAR EXAMS**

Proctored, written exams in each area of study will be taken at the completion of the distance and center coursework. Three Centers for Spiritual Living licensed ministers who have accredited Master's Degrees will grade these exams. Scores must meet the equivalent of a passing grade of A or B for satisfactory completion.

In order to take exams, the student will provide proof of identity by presenting his or her Religious Science Practitioner License and an official picture identification (driver's license or passport).

## Additional Documentation for the School of Spiritual Leadership

***All documentation and fees are to be sent directly to the Administrative Registrar at Centers for Spiritual Living, 573 Park Point Drive, Golden, CO 80401.***

1. Sign and complete the application and **submit a copy of a government-issued photo identification, either driver's license or passport page.**
2. Sign and complete the background check packet and release form.
3. **One additional letter of reference from your senior minister or mentor minister.**
4. Photo copy of your **current** Practitioner License.
5. An autobiography including:
  - a. Name of the center where you are a current member and any other previous centers you have attended
  - b. Center activities/programs in which you participate
  - c. Information about your decision to become a Religious Scientist and a Centers for Spiritual Living minister
  - d. A description of how are the Science of Mind principles demonstrated in your life

Note; if you are enrolling in multiple programs, these autobiography requirements are in addition to the autobiography requirements specific to the other program(s).

6. Enclose a check in the amount of \$250 which covers the background check processing fee.
7. Sign, date and complete the Certificate in Ministerial Education Enrollment Agreement

## How to Apply (continued)

Please note: *Additional documentation may be requested at the discretion of the Regional Dean or Primary Teacher.* Unless other arrangements have been made, all application materials should arrive at the office of the Administrative Registrar at least three weeks before the appointment with the Director/Dean/Primary Teacher. No one will be admitted to the ministerial education program before completing the entire application process. The mailing address is: 573 Park Point Drive, Golden, CO 80401.

The final decision of admission approval is made by the Dean or Primary Teacher and Ministerial Education Manager, and is subject to completion of all application requirements.

### Quarterly Admission Deadlines

<b>Fall Term</b>	July 1
<b>Winter Term</b>	October 1
<b>Spring Term</b>	January 1
<b>Summer Term</b>	April 1

### AFTER ADMISSIONS REQUIREMENTS

Students have one year from the date of admission to start their coursework. Beginning with the first academic term of course participation, students have 6 years to meet all degree requirements for graduation. After one year from date of admission, students who do not complete their admission requirements or do not register for coursework must re-apply to the School of Spiritual Leadership and meet any new admission and program requirements in effect.

**Students must maintain an active Practitioner License with Centers for Spiritual Living throughout their ministerial program.**

## Certificate in Ministerial Education

### Sample Tuition and Expenses 2016-2017

The tuition and expenses listed below are in addition to the tuition and expenses associated with the Holmes Institute MCS or CSE programs.

#### One Time Entrance Expenses

Background Check \$250.

#### Campus Program Courses\*

17 4-unit courses at \$600 each

2 2-unit courses at \$300 each

#### Other Fees

Teleconference fees for campus program courses \$50 per course

Retreats: 1 annually at approximately \$600

All Campus Retreat every other year

Regional Graduation Fee \$200.00

			<b>\$250.</b>
Background Check			
First Year			
Regional (\$600)	6 – 4 unit courses		\$3,600.
	Retreats 2		\$1,200.
	<b>Total</b>		<b>\$5,500</b>
Second Year			
Regional (\$600)	6 – 4 unit courses		\$3,600.
	Retreats 1		\$600.
	<b>Total</b>		<b>\$4,200.</b>
Third Year			
Regional (\$600)	5 – 4 unit courses		\$3,000.
(\$300)	2 – 2 unit courses		\$600.
	Retreats 1		\$1,200.
	<b>Total</b>		<b>\$4,800.</b>
<b>Graduation Fee</b>			<b>\$200.</b>
	<b>Total 3 year program</b>		<b>\$14,250.</b>

**Note:** Actual annual tuition and expenses may vary depending on the individual student's timeline. Students have a minimum of 2 and up to 6 years to complete this program.

**Students must complete the following graduation requirements:**

**Regional Program Units**

Religion	8
Psychology	16
Philosophy	8
Leadership	20
Education	20

**Total Units Required      72**

**Growth and Enrichment Requirements**

REQUIRED

Retreats

Spring student retreat 2017	Regional retreat
Fall student retreat 2017	Life Enrichment Center Tampa, FL
Spring student retreat 2018	Regional retreat
Practical experience modules	1 per term

**Senior Status**

Students should consult with their Deans to establish their status as a Senior. A Senior is a student who intends to complete the program within 12 months. In the Winter quarter of their last year of studies, students take their final program exams.

**Comprehensive Modular Examination**

Students in their senior year must complete and pass six proctored modular examinations (Education, Leadership and Administration, Psychology, Religion, Philosophy, Science and Spirituality). Each examination is a maximum of 2.5 hours and will be administered during the winter term.

**ACADEMIC CALENDAR YEAR 2016-2017**

**Fall 2016**

**APPLICATION DEADLINE JULY 1, 2016**

**Student pre-registration call: Monday, August 1, 5:00 PM Mountain Time  
Registration begins at 9am Mountain Time, Wednesday Nov. 9 at 9am  
Closes at 5pm Mountain Time,, Wednesday Nov. 23, 2016  
Term: Monday, Sept. 12 – Monday, Dec. 5, 2016 (12 weeks)**

**Winter 2017**

**APPLICATION DEADLINE OCTOBER 1, 2016**

**Student pre-registration call: Monday, Nov. 7, 2016, 5:00 PM Mountain Time  
Registration begins at 9am Mountain Time, Wednesday Nov. 9 at 9am  
Closes at 5pm Mountain Time,, Wednesday Nov. 23, 2016  
Term: Monday, Jan. 9 – Monday March 20, 2017 (10 weeks)**

**Spring 2017**

**APPLICATION DEADLINE JANUARY 1, 2017**

**Student pre-registration call: Monday Feb. 20, 2017, 5:00 PM Mountain Time  
Registration begins at 9am Mountain Time, Wednesday Feb. 22  
Closes at 5pm Mountain Time, Wednesday Mar. 15, 2017  
Term: Monday, March 27 – Monday, June 5, 2017 (10 weeks)**

**Summer 2017**

**APPLICATION DEADLINE APRIL 1, 2017**

**Student pre-registration call: Monday May 1, 2017, 5:00 PM Mountain Time  
Registration begins at 9am Mountain Time Wednesday May 3  
Closes at 5pm Mountain Time, Wednesday May 24, 2017  
Term: Monday, June 19 – Monday August 28, 2017 (10 weeks)**

**HOLIDAY SCHEDULE 2017**

New Year's Day, Martin Luther King Day, Memorial Day, Independence Day, Thanksgiving, Christmas Break (December 19-31)

Students service facilities are available through the primary administrative office at:  
573 Park Point Drive, in Golden, Colorado.

School of Spiritual Leadership Administration can be contacted Monday—Thursday, 8am to 5pm (Mountain Time)

Phone—720-279-8992 E-mail—[mthurston@csf.org](mailto:mthurston@csf.org)

Contact information for the regional Deans and Primary Teaching Centers is shown on page 7.

## EDUCATION

All of the following:

### Regional & Primary Teacher Education EDU 401—Minister as Teacher

The course provides instruction in adult learning theory as well as course design, development and delivery. Students apply personal experience and have an opportunity to assess and improve their own teaching skills based on their use of best principles and practices. There is an emphasis on the application of curriculum design and development to Science of Mind theory, principles and practice.

(4 quarter units)

### EDU 402—Youth and Family Ministry

The course emphasizes the minister's role in establishing, guiding and maintaining a successful Youth and Family Ministry program, with a focus on developing curriculum, training teachers and recruiting, training, supervising and recognizing volunteer staff.

(4 quarter units)

### EDU 403—Creating & Teaching Workshops

In the course, students design, develop and present a workshop. As part of the training, students learn how to apply evaluation skills to their own work and the work of other participants, thus providing opportunities for skill improvement.

(2 quarter units)

### EDU 406—Music in Ministry

The course covers the effective use of various music events at Centers/Centres and in Ministry. Students explore how to use music to set the tone and enhance the message, how to select different types of music for different effects. As a form of spiritual practice, students identify and analyze the types of music that have meaning for them and for their spiritual communities.

(2 quarter units)

### EDU 407 Minister as Speaker I EDU 408 Minister as Speaker II

The courses examine the process of preparing and delivering talks with focus on necessary skills and components. The courses are experiential and give the student the opportunity to practice and improve speaking skills.

(4 quarter units)

## **LEADERSHIP**

All of the following:

**Regional & Primary Teacher Education**

### **LAD 504—Facilitating Virtual Spiritual Community**

During this real-time interactive on-line course, students will learn to use technology to expand the reach of their ministries, no matter what those ministries may be. Students will learn how to facilitate community on-line using the most current learning theory as well as experience using those theories during real-time facilitation experiences. All teachers will refine their teaching skills.

(3 quarter units)

### **LAD 401—Organization and Management**

The course focuses on the roles and responsibilities essential for creating and managing a healthy spiritual organization. The course addresses the executive role and responsibility of the minister, with emphasis on developing and assessing the health of a spiritual community.

(4 quarter units)

### **LAD 402—Services, Ceremony and Ritual**

The course focuses on design, development and implementation of services, ceremonies and rituals. Students will construct a portfolio based on research and create resource material to support this important aspect of their ecclesiastical work.

(4 quarter units)

### **LAD 403—The Art of Spiritual Leadership**

The course explores various styles of leadership enabling the student to compare and use these styles in a leadership role. Students develop a vision for spiritual leadership based on Science of Mind principles. It also compares leadership and management skills in order to determine the appropriate application of each in ministry.

(4 quarter units)

### **LAD 404—First Ministry**

The course prepares students to begin ministry with the consciousness and competencies needed to create a new center, teaching chapter or focus ministry or to enter an already established one. Students focus on the nature and use of visioning and other principles and practices of effective organizational change. They become familiar with existing resources such as Centers for Spiritual Living support departments and services, regional ministers groups and strategies for networking and creating professional partnerships in the surrounding communities.

(4 quarter units)

### **LAD 405—Financial Management**

The course is designed to develop the competencies to vision, establish and monitor a sound program for the Center/Centre or Ministry as it relates to legal and procedural components of fiscal management. It places an emphasis on abundance consciousness and the use of spiritual tools to support the financial growth and stability of the Center/Centre or Ministry. Students have an opportunity to examine aspects of fiscal management such as leases, insurance, tax filing requirements and accounting practices.



## **PHILOSOPHY**

All of the following:

**Regional & Primary Teacher Education**  
**PHI 401—Contemporary Application of Science of Mind**

The course focuses on the application of Science of Mind principles to contemporary issues in today's world. Students deepen their familiarity with Holmes' works, create written and oral presentations demonstrating knowledge of Holmes' writings and demonstrate competency in interpreting and applying Science of Mind principles to societal and world situations.

(4 quarter units)

**PHI 402—The Teachings of Ernest Holmes**

The course examines the life and work of Ernest Holmes. It surveys the ideas that influenced him and the choices he made that led to the creation of Religious Science and the Science of Mind. It also looks at the works of Ernest Holmes, the cultural context in which they were formed as well as their continued personal and collective impact.

(4 quarter units)

## **PSYCHOLOGY**

All of the following:

**Regional & Primary Teacher Education**  
**PSY 402—Ethics and the Ministry**

The course explores contemporary ethical issues and practices from a personal, Science of Mind and minister's perspective. Students demonstrate their ability to interpret and apply Centers for Spiritual Living codes of ethics and differentiate between ethical, legal and professional responsibilities as they apply to all members of a spiritual community.

(4 quarter units)

**PSY 403—Pastoral Care**

**Course Description:** The course acquaints the student with the specifics of a pastoral care program including the analysis and construction of a program in a spiritual community. It also focuses on the individual skills required for effective pastoral care including the utilization of support structures in the community at large.

(4 quarter units)

**PSY 404—Minister as Counselor**

The course presents practical methods and techniques for using a spiritual approach while working with social and psychological issues. Students engage in self-reflective techniques to further understand their responses to various life and spiritual community issues. Counseling practices, theories, techniques and skills are explored and applied.

(4 quarter units)

## PSYCHOLOGY continued

### PSY 406—Diversity Issues and the Ministry

The course provides spiritual leaders the opportunity to assess their own thoughts and behaviors regarding cultural inclusiveness. They are introduced to issues, concepts and skills that encourage cultural inclusiveness while recognizing, valuing, and acquiring knowledge of the diversity of cultural groups within local and global communities. They develop leadership skills to encourage and facilitate justice so that the environment is welcoming to a broad spectrum of cultures. Spiritual leaders evolve the local spiritual center's system to support an equitable world working for all in local and global communities.

(4 quarter unit)

## RELIGION

All of the following

### Regional & Primary Teacher Education

#### REL 404—Historical Foundations of New Thought

The class examines the history of New Thought, as well as political, cultural and individual influences on New Thought. Students identify key writers who had a direct impact on Ernest Holmes and understand their influence on the development of Science of Mind.

(4 quarter units)

#### REL 405—Metaphysical Bible

The course enables students to develop appreciation, understanding, confidence and competency in the use of the Bible through interpretation and application to spiritual living. The Bible's relevance to metaphysics, Science of Mind and contemporary issues is covered.

(4 quarter units)

## The Practicum Program Requirements

- **Students must complete a practicum and its paperwork every quarter that they are enrolled** in the School of Spiritual Leadership (the first-quarter practicum is optional.) This continued student engagement is required every quarter to insure growth in the practice of ministry.

- Each practicum involves approximately 40 hours of work and fulfills at least one unique competency.

- The total number of practica required of each student depends on the student's total number of quarters enrolled. For example, 2-yr program students will complete a minimum of 7 practica. 3-yr program students will complete a minimum of 11 practica.

- The Dean will help the student plan his/her Practicum Program, decide the competencies most important to be fulfilled and sign off on the completed paperwork.

- All practica must be completed and paperwork turned in one month before graduation.

**First Year Requirements:**

- Courses: A full time student must take a minimum of one class per quarter term
- Practica: See page 18
- Retreats: One regional or Primary Teacher Center retreat every year plus one all campus retreat every odd-numbered year.

**Second through Fifth Year Requirements:**

- Courses: A full time student must take a minimum of one class per quarter term
- Practica: See page 18
- Retreats: One regional or Primary Teacher Center retreat every year plus one all campus retreat every other year.

**Year of Graduation — Comprehensive Modular Examinations**

Before the Certificate of Ministerial Education is conferred, each student must complete and pass six proctored modular examinations (Education, Leadership and Administration, Psychology, Religion, Philosophy, Science and Spirituality). Each examination is a maximum of 2.5 hours. Exams are administered during the winter term of the graduating senior's final year.

## Certificate in Ministerial Education Program

### Curriculum Plan

This is the scope and sequence of the ministerial training program. Academic calendars are issued each year to plan your schedule of courses. Students have a minimum of 2 and up to 6 years to complete this program.

To be in good standing, a student must take a minimum of one class per term while attending the attending the School of Spiritual Leadership

#### **Education – 20 Units Required**

All of the Following Courses: 20 units

EDU 401 Minister as Teacher (4)

EDU 402 Youth & Family Ministry (4)

EDU 403 Creating & Teaching Workshops (2)

EDU 406 Music and Ministry(2)

EDU 407 Minister as Speaker I (4)

EDU 408 Minister as Speaker II (4)

#### **Leadership and Administration – 20 Units Required**

All of the Following Courses: 20 units

LAD 401 Organization & Management (4)

LAD 402 Services, Ceremony & Ritual (4)

LAD 403 The Art of Spiritual Leadership (4)

LAD 404 First Ministry (4)

LAD 405 Financial Management (4)

#### **LAD 504 Facilitating Virtual Spiritual Community**

(This Distance Education course is required for this program. Please refer to your Holmes Institute Master's in Consciousness Studies or your School of Spiritual Leadership Certificate in Spiritual Education catalog where the cost is reflected.)

#### **Philosophy – 8 Units required**

All of the Following Courses: 8 units

PHI 401 Con. Apps of SOM (4)

PHI 402 Teachings of Ernest Holmes(4)

#### **Psychology – 16 Units required**

All of the Following Courses: 16 units

PSY 402 Ethics and the Ministry(4)

PSY 403 Pastoral Care (4)

PSY 404 Minister As Counselor (4)

PSY 406 Diversity and Ministry (4)

#### **Religion – 8 Units required**

All of the Following Courses: 8 units

REL 404 Historical Foundations (4)

REL 405 Metaphysical Bible (4)

## Graduation requirements:

### Regional & Primary Teaching Center

Religion	8
Psychology	16
Philosophy	8
Leadership	20
Education	20

**Total Units Required    72**

### Growth and Enrichment Requirements

#### Retreats

Spring Student Retreat 2017	Regional Retreat
Fall Student Retreat 2017	Life Enrichment Center    Tampa, FL
Spring Student Retreat 2018	Regional Retreat

### Senior Status

Students should consult with their Deans to establish their status as a Senior. A Senior is a student who intends to complete the program within 12 months. In the Winter quarter of their last year of studies, students take their final program exams.

### Comprehensive Modular Examination

Students in their senior year must complete and pass six proctored modular examinations (Education, Leadership and Administration, Psychology, Religion, Philosophy, Science and Spirituality). Each examination is a maximum of 2.5 hours and will be administered during the winter term.

## LEADERSHIP COUNCIL

**Rev. Dr. Kenn Gordon**

Spiritual Leader, Centers for Spiritual Living

**Rev. Dr. John Waterhouse**

Field Leader

**Steve Burton**

Executive Director

Rev. Laura Shackelford

Minister Member, Recording Secretary

Rev. Dr. David Alexander

Minister Member, Chair

Detra Johnson, RScP

Practitioner Member, Vice Chair

Rev. Michelle Wadleigh

Minister Member

Dr. Nirvana Gayle

Minister Member

Walter Drew

Laity Member

Paul Hietter, RScP

Practitioner Member

Carol Shields

Laity Member

Geoff Sindon

Laity Member, Secretary

Juliet Vorster, RScP

Practitioner Member, Treasurer

**Executive Team members are notated in bold print**



**Centers for Spiritual Living  
573 Park Point Drive  
Golden, CO 80401  
720-279-8992**