

III. Plan of Examination

(revised April 2019)

A. DISTRICT MINISTERIAL STUDIES BOARD

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B. ELIGIBILITY

The District Ministerial Studies Board [DMSB] serves only students who are properly enrolled in the Course of Study. Enrollment is open only to local ministers and local lay ministers (Manual 503-503.8).

C. COURSES

The DMSB oversees the preparation of elder candidates. Ministers will not be ordained without having completed the respective courses.

The content, competency, character, and context areas for ministerial education are listed in Manual 529.3. Students must complete the course of study required by the Church of the Nazarene through a program validated by the Clergy Development office. For institutions that offer validated course of study, go to <http://www.usacanadaregion.org/education/clergy-education>.

Transfer credits can be granted only to courses taken at an institution accredited by a national or regional accrediting association (such as the Higher Learning Commission or the Association of Biblical Higher Education).

The following is a list of courses in the Modular Course of Study program. This list provides the minimum course requirements for ordination as elder in the Church of the Nazarene. For those enrolled in a validated course of study in one of the Nazarene institutions, course titles may vary, but content, competency, character, and context requirements will be the same as those of the courses listed below.

Telling the Old Testament Story of God
Telling the New Testament Story of God
Exploring Christian Ministry
Exploring Nazarene History and Polity
Communicating with Spoken and Written Language
Administering the Local Church
Becoming a Holy People
Communicating Christ Cross-Culturally
Communicating the Gospel in a Pluralistic World
Declaring the Gospel of God
Examining Our Christian Heritage 1
Examining Our Christian Heritage 2
Exploring John Wesley's Theology
Foundations of Women's Ordination
Internship/Supervised Ministry Experience
Interpreting Scripture
Investigating Christian Theology 1
Investigating Christian Theology 2
Leading the People of God
Living Ethical Lives
Practicing Wesleyan-Holiness Spiritual Formation

Preaching the Story of God
Providing Christian Education for All Ages
Shepherding God's People
Tracing the Story of God in the Bible

D. MODES OF STUDY

The recommended mode of preparation for full-time Christian service is by attending a Nazarene liberal arts college or university and, if possible, the Nazarene Theological Seminary at one of their various sites. Other modes are the Nazarene Bible College in Colorado Springs, Colorado, and the Certificate of Ministry Preparation Program at Mount Vernon Nazarene University. Institutions that offer the Modular Course of Study should have proper method of assessment of student learning and letter grades in the student transcript. All modes of study are under the immediate supervision of the DMSB. Student should seek prior approval from DMSB before enrolling in any other ministerial preparation program, except those listed above.

E. INSTRUCTION FOR ENROLLMENT

1. Individuals seeking a local minister license should meet with their church board and pastor to review the "Interview Guidelines".
2. If a local minister's license is granted, students must complete at least six courses before seeking the District License. Of the six required, these five courses are recommended to be taken early in the process: We recommend your first five courses be: 1) Telling the Old Testament Story of God; 2) Telling the New Testament Story of God; 3) Exploring Christian Ministry; 4) Exploring Nazarene History and Polity; 5) Communicating with Spoken and Written Language. For those enrolled in a validated course of study, these titles may vary. Students will have two years to complete these six courses; they will also need to attend the Ministry Assessment Center prior to applying for a district license.
3. When applying for a district license, candidates will be required to submit an unofficial transcript of all coursework (including those in progress) to the District Ministerial Studies Board each year by March 31; official transcripts are required to graduate the course of study. Candidates are welcome to contact the District Ministerial Studies Board chair or secretary with questions as they progress in the course of study.
4. District licensed ministers will be required to inform both the pastor of the local church and the District Ministerial Studies Board annually of their status: (a) by providing unofficial transcripts of courses completed and (b) the current subjects being studied; final official transcripts and a letter or certificate of completion of a validated course of study are required to graduate the course of study.

F. OTHER INSTRUCTIONS AND REGULATIONS

1. Anyone who is enrolled in the course of study should be ready to appear for interview as called upon by the District Ministerial Studies Board and the District Ministerial Credentials Board, at the date, time, and place specified. If unable to attend, written explanation needs to be sent to the secretary of the Ministerial Studies Board and district superintendent (See B. Eligibility).
2. College/university students are reminded to plan their curriculum in harmony with Manual 527.1 and 527.3. Students attending a Nazarene institution are encouraged to pursue a course of study approved by the Church of the Nazarene for ordination.
3. DMSB strongly recommends students to complete three or more courses each year and finish the course of study and the years of service at the earliest possible time. The Manual and DMSB require ministerial students enrolled in the course of study to complete a minimum of two courses each year.

4. District licensed ministers who are enrolled in the course of study are required to send unofficial transcript of all coursework (including those in progress) to the District Ministerial Studies Board Secretary each year by March 31; official transcripts and a letter or certificate of completion of a validated course of study are required to graduate the course of study.

5. To qualify for ordination, students must complete their course of study through a validated program within ten years from the granting of the first district license.

G. OTHER VITAL INFORMATION

1. District licensed ministers, who are enrolled in the course of study, who have failed to send a transcript of their current year studies and/or have failed to complete two courses during the year must send a letter of explanation to the District Ministerial Studies Secretary by March 31. Moreover, they may be asked to meet with the Credentials Board (Manual 530.3). Students who have not sent a transcript or completed any work in the Ministerial Studies program and have failed to contact the DMSB for a period of two years will be dropped from the Ministerial Studies program.

2. Starting with the year 2009-2010 every candidate in the elder track will be required to attend the Ministry Assessment Center. You will be notified as to the time and place. If you are married this will include your spouse.

3. Notification of changes of address or status is the responsibility of the student and should be reported to the secretary of the Ministerial Studies Board.

4. Ministerial candidates enrolled in the course of study are strongly urged to familiarize themselves with paragraph 530 in the Manual of the Church of the Nazarene which sets forth all the regulations for licensed ministers.

H. SUPERVISED MINISTRY EXPERIENCE

Supervised ministry experience is now a vital part that should be included in each student's preparation for ministry. NCO district follows the supervised ministry experience prescribed by the Modular Course of Study. Students who are enrolled in the ministerial course of study in Nazarene higher education institutions may complete this requirement through the supervised ministry experience program of their institutions. Students may also complete this requirement under the direct supervision of the NCO district. Contact the district office for the Modular Course of Study Supervised Ministry Experience Notebook and for the assignment of a ministry supervisor.

I. WHERE TO GO

1. For information or guidance, go first to your pastor, next to either the board secretary or chairperson of the Ministerial Studies Board. (If you are not currently enrolled in the Course of Study, but are interested in enrollment, first contact your pastor.)

2. For application and relevant forms (for district license application and renewal), contact the district office at PO Box 947, Mount Vernon, OH 43050. Phone: 740-397-5740. Fax: 740-392-1484. ncodistrict@mvnu.edu; Website: www.ncodistrict.org/license.

SOURCES OF INFORMATION REGARDING THE COURSE OF STUDY

1. For study guides and updates of textbooks and reading books visit the Clergy Services (formerly Pastoral Ministries) website <https://nazarene.org/course-study>. Or call 1-800-306-7651. Letters may be addressed to Clergy Development, 17001 Prairie Star Parkway, Lenexa, KS 66220.

2. Transcripts from the educational institution are sent directly to Rev. Lester R. Champer, at 111 E. Whitney Ave., Shelby, OH 44875.

3. Courses may be taken from:

- a. Mount Vernon Nazarene University Certificate of Ministry Preparation program. For enrollment information, visit <https://www.mvnu.edu/gps/allprograms/certificateofministrypreparation>.
- b. Nazarene Bible College. For enrollment information, visit www.nbc.edu. Students may take either degree or non-degree program.
- c. Nazarene Theological Seminary. For enrollment information, visit www.nts.edu.