

Oregon-Idaho Annual Conference Checklist for Applying for Provisional Membership

Candidate's Name _____

Requirements for Commissioning and Provisional Membership **(Deacon or Elder, ¶1324)**

- Complete at least one year as a certified candidate (from the time of election to certified candidacy by the DCOM until the time of election to provisional membership by the clergy session).
- Complete a Bachelor's degree.
- Complete 1/2 of M.Div. from a [University Senate-approved school](#) (deacon or elder), or 1/2 of master's degree in specialized field plus 1/2 of [Basic Graduate Theological Studies](#) (deacon).
- Complete [Form 103](#) (medical summary report).
- Complete Candidate's Disclosure [Form 114](#).
- Complete [Form 105](#) to apply for provisional membership.
- Consult with BOM registrar concerning schedule and requirements for BOM interviews.
- Note date that DCOM voted to recommend you to the BOM for provisional membership: _____
- Complete Provisional Membership Application Packet to BOM AA due Dec 1.
- Interview with the BOM and receive recommendation by ¾ majority vote.
- Be approved by the Clergy Session of Annual Conference by ¾ majority vote.
- Participate in Service of Commissioning and receive license for ministry.

Abbreviations and Terms Used

BOM The Board of Ordained Ministry. The BOM is made up of clergy and laity from each district in the Oregon-Idaho Annual Conference. They are nominated by the bishop and elected by the Annual Conference for a four-year term. Their responsibilities are described in ¶1634 of the *Discipline*.

Conference Rules The Annual Conference adopts rules that are printed in the *Journal*. They are revised annually.

DCOM The District Committee on Ordained Ministry. Their responsibilities are described in ¶1666 of the *Discipline*.

Discipline The book of polity for the United Methodist Church, updated every four years by General Conference. A current edition will be essential to you in your journey through the candidacy process. Sometimes called the BOD for *Book of Discipline*.

DOM Division of Ministry. The DOM is located in Nashville, Tennessee and is one part of the GBHEM.

DS The District Superintendent. The Oregon-Idaho Annual Conference has four DS's. They can be located by geographic region at the conference web site.

GBHEM General Board of Higher Education and Ministry. The GBHEM is responsible for the processes of candidacy for all United Methodist clergy. The office is located in Nashville, and their website can be found at: www.gbhem.org.

HDP or DPH Doctrine, Polity, and History— course areas required for United Methodist clergy.

Journal The official record of the Oregon-Idaho Annual Conference published each year.

MAS Ministerial Assessment Specialist—a licensed psychologist approved by the United Methodist Church to conduct assessments of clergy candidates. The MAS is a consultant to the Annual Conference. A candidate completes various psychometric instruments and is interviewed by an MAS who then submits a written report to the BOM MAS Liaison.

MAS Liaison The MAS Liaison is a member of BOM who receives and distributes candidate reports. The name and email of the MAS Liaison can be found on the conference website.

OTM Orientation to Ministry – a requirement for all candidates since 2012 to build collegiality and understand the variety of ministries. Usually held in conjunction with the Candidacy Summit.

RIM Residence in Ministry. A program designed for provisional members prior to full membership. “RIM Group” refers to a required two-year series of retreats for provisional members, facilitated by two clergy in full connection.

SPRC Staff Parish Relations Committee (sometimes called PPRC for “Pastor” Parish Relations Committee). Responsibilities are described in ¶258.2 of the *Discipline*.

UMCARES United Methodist Candidate and Record Entry System, the online candidacy system for the denomination.