

Approximate Daily Schedule:

The first two days of school are devoted entirely to preaching and worship. On Sunday, you will attend worship at churches in the community with other students. The following days are more like this.

7:30	Morning Worship/Prayers
8:00	Breakfast
8:30-11:00	Classroom Sessions 1 & 2
11:00-11:45	Lunch
11:45-12:15	Midday Prayers
12:15 -1:00	Afternoon Break
1:00-5:00	Classroom Sessions 3 & 4
5:00-5:45	Dinner
6:00-7:30	Classroom Session 5
7:45-8:15	Evening Worship
8:15-9:00	Nightly Snack Gathering



Iowa Annual Conference of the United Methodist Church

2301 Rittenhouse St
Des Moines, IA 50321

Licensing School Registrar:

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For registration and more detailed
information visit our website:
<https://www.iaumc.org/iowalicensingschool>



IOWA CONFERENCE
The United Methodist Church

The Licensing School in the Iowa Annual Conference, 2023

Who may attend?

Certified Candidates for licensed and ordained ministry who may be appointed to serve a local church (Book of Discipline 2016, paragraphs 310-319) are invited to attend licensing school.

About the Local Pastor License:

Completion of Local Pastor Licensing School is required for licensing. Licensing School recommends for license which is given by the dCOM (District Committee on Ordained Ministry) from which each candidate arises, that District Superintendent, and the area Bishop. Licensing School, followed by Course of Study or seminary, is foundational for ministry as a pastor in the UMC. The license must be renewed annually by the dCOM and the District Superintendent and is in effect only so long as a pastoral appointment is being served by the licensee.

Cost of Licensing School: The cost for the 2023 session is \$800 (by check) or \$825 (online payment) per student. This includes the cost of instructional time room and board, but it does not cover your textbook costs. Financial assistance of \$600 is available to Iowa candidates from the Iowa Board of Ordained Ministry in the form of a tuition credit. Contact your conference, District Superintendent, mentor, District Committee on Ordained Ministry or your local church to inquire about financial assistance.

Deposit: \$100 (non-refundable by check) or \$104 (online payment) must be submitted with the registration form either online or by paper copy. The entire remaining balance paid by the start of Licensing School or if mailing a check, send no later than April 21st to:

Director of Ministerial Services
Iowa Annual Conference of the UMC
2301 Rittenhouse St.
Des Moines, IA 50321

Please make checks payable to “The Iowa Annual Conference.” Most course assignments are posted online at the IAUMC website. After your completed registration and deposit are received, an email with final course assignments will be sent to you.

Where and when?

The school will be held at the Shalom Spirituality Center in Dubuque, Iowa. Licensing School begins at **2 p.m. on Saturday, April 29th** (*registration between 1-2 p.m.*) and goes **through Friday, May 5th**.

COVID Statement: Recognizing that, likely for the foreseeable future, COVID will continue to be an evolving disease with different individual impacts we continue to ask that people follow CDC COVID guidelines as closely as possible: **1) Test if you are symptomatic; If you test positive for COVID: Isolate** for 5 days following your positive test or the onset of symptoms, mask for 5 days following a negative test; **Notify** us if you have a positive test and Follow the CDC’s recommendations for isolation. **2) If you are exposed** to someone with COVID-19 mask around others for 10 days, take a COVID test five days post-exposure date.

Prerequisites for Licensing School

You are expected to submit ALL completed prerequisites NO LATER THAN April 24th, 2023.

Learning Structure: The General Board of Higher Education and Ministry requires 80 hours of course work and classroom instruction for licensing. This body of work will be completed through both synchronous work (online or in person class time) and asynchronous work (pre-recorded lectures or digital curriculum materials and respond through email, discussion boards, etc.) To be recommended for licensing, students must complete all prerequisites, and attend all classes.

French Language Translation:

The need is real, as 30% of all United Methodists worldwide speak French. We provide an integrated educational experience for certified candidates in the

UMC for both English speaking and French speaking candidates. Our French-speaking instructor(s) also provide leadership for discussion of multi-cultural opportunities and cultural competency in our churches. We offer French language support in response to the need across the connection for licensed local pastors to serve our immigrant brothers and sisters.

Procedure, Context & Evaluation:

As you register for Licensing School please understand that you are entering into a covenant to:

1. Attend all classes and group sessions. You must arrange coverage beforehand for congregational or work emergencies.
2. Complete the required readings and written assignments on time and completely.
3. Bring the required reading books to the school with you, as well as writing utensils and paper.
4. Attend and participate during the Licensing School in class and group sessions. You will have time for daily worship, rest, reading and reflection. This intensive week of group and individual study prepares you to serve local congregations of The United Methodist church!
5. Fully participate in studies for the license as local pastor which will focus on: public worship and preaching, pastoral aspects of ministry, organization of parish for nurture, mission, spiritual formation, Christian education and evangelism, United Methodist history and traditions.