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**Continuing education report Form**
**Submission Deadline: February 1**

*The Continuing Education program exists to support ministers in their pursuit of fruitful ministry in the Church of God (Seventh Day). Credits are awarded for activity completed in the last five years that equips members of the North American Ministerial Council to continue growing as leaders in a rapidly evolving church and world.*

*Report forms are filled out on an “honor system” and should reflect the integrity becoming of a minister of the gospel. Evidence supporting one’s claims for credit are not required with this report; however, verification must be presented if requested by the L&CC.*

***Fill out the form by typing or printing clearly in black ink. Forms must be submitted in English.****\*This information will be printed in the Directory of Ministers & Churches.*

**Your full name:**

 **first middle last Common name**

 **Address\***:

**street, route, or box**

**city, state/province, zip code**

**Primary Phone\*: This is my: ­­­­­­**[ ] **Home** [ ] **Work** [ ] **Cell**

**Secondary Phone This is my: ­­­­­­**[ ] **Home ­**[ ] **Work** [ ] **Cell**

**E-mail Address\*:**  **Date of Birth:\_\_\_/\_\_\_/\_\_\_\_\_\_\_**

Note: Because almost all of our communication is done by email and because very important information from the church comes to you via email, including information important to retaining your document which requires your response, *you may wish to check your email inbox at least weekly.*

**Is any of the asterisked information above an *update* to what is currently listed in the Directory of Ministers & Churches?** [ ] **Yes** [ ]  **No**

[ ]  **License** [ ]  **Credentials**

**SECTION ONE: PARTICIPATION AT GC CONVENTION & NAMC MEETINGS
Maximum: 25 credits**

**GENERAL CONFERENCE CONVENTION**

Claim one credit for every day in attendance at Convention. “Attendance” assumes your attendance at the business session, seminars, and the evening service/activity for each day being claimed.

**Convention Year \_\_\_\_\_\_\_\_\_ Number of days attended \_\_\_\_ X 1 = \_\_\_\_ credits (5 credits maximum)**

**Convention Year \_\_\_\_\_\_\_\_\_ Number of days attended \_\_\_\_ X 1 = \_\_\_\_ credits (5 credits maximum)**

**NORTH AMERICAN MINISTERIAL COUNCIL**

Claim two credits for every day in attendance at one Ministerial Council and one credit for every day of attendance at the other. “Attendance” assumes your attendance at the business session, seminars and the evening service/activity for each day being claimed.

**NAMC Year \_\_\_\_\_\_\_\_\_ Number of days attended \_\_\_\_ X 2 = \_\_\_\_ credits (10 credits maximum)**

**NAMC Year \_\_\_\_\_\_\_\_\_ Number of days attended \_\_\_\_ X 1 = \_\_\_\_ credits (5 credits maximum)**

**SECTION ONE: TOTAL CREDITS CLAIMED = \_\_\_\_\_\_ credits (25 credits maximum)**

**SECTION TWO: DEVELOPMENT OF MATERIALS FOR GC MINISTRIES
Maximum: 55 credits**

**Number of Sabbath School Quarterlies (13 Lessons) Written \_\_\_\_ X 10 = \_\_\_\_\_ credits**

 Quarterly Titles \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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**Number of Artios Lecture Preparation & Presentation Hours \_\_\_\_\_\_ X .25 = \_\_\_\_\_ credits**

 Artios Course Titles \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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**Number of Other Preparation & Presentation Hours \_\_\_\_\_\_ X .25 = \_\_\_\_\_ credits (10 credits max)
(including preparation of and teaching Sabbath School lessons)**

 Training Courses Taught \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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**SECTION TWO: TOTAL CREDITS CLAIMED = \_\_\_\_\_\_ credits (55 credits maximum)**

**SECTION THREE: FORMAL & INFORMAL EDUCATIONAL ACTIVITIES
Maximum: 55 credits**

**FORMAL EDUCATION**

Claim thirty credits for each course completed with a passing grade at Artios Christian College or another post-secondary institution (each course must be a minimum of 4 quarter credits or 3 semester credits).

**Number of qualifying courses completed \_\_\_\_\_ X 30 = \_\_\_\_\_\_\_ credits**

 Institution & Course Titles \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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**INFORMAL EDUCATIONAL ACTIVITIES**

Claim one credit for every hour in attendance of a General Conference sponsored educational activity (e.g., seminars, leadership training, PMT, Artios seminars). “Attendance” assumes your physical presence or digital viewing of the training. No credits can be claimed for educational activities claimed in “Section One: Participation at GC Convention and NAMC Meetings.”

**Hours in attendance of educational activities sponsored by the GC \_\_\_\_\_ X 1 = \_\_\_\_\_\_ credits**

 GC-Sponsored Educational Activities \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Claim one credit for every hour in attendance of educational activities not sponsored by the General Conference (e.g., seminars, leadership training, evangelism/church growth seminars, counseling training). “Attendance” assumes your physical presence or digital viewing of the training.

**Hours in attendance of educational activities not sponsored by the GC \_\_\_\_\_ X 1 = \_\_\_\_\_\_ credits**

 Non-GC-Sponsored Educational Activities \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Claim one credit for every book you have read that has substantially contributed to the cultivation of your Christian character and/or the development of ministerial knowledge or skills.

**Number of qualifying books read \_\_\_\_\_ X 1 = \_\_\_\_\_\_ credits (10 credits maximum)**

 Title(s) & Author(s) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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**SECTION THREE: TOTAL CREDITS CLAIMED = \_\_\_\_\_\_ credits (55 credits maximum)**

**SECTION FOUR: OTHER
Maximum: 20 credits**

If you have pursued continuing education in a form not listed above, please provide a detailed explanation below, listing the type of continuing education and the amount of time you invested.

Credit for continuing education that does not fall under the first three sections of this report will be considered on a case-by-case basis, with a maximum of 20 credits being awarded.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**SECTION FOUR: TOTAL CREDITS CLAIMED = \_\_\_\_\_\_ credits (20 credits maximum)**

**Add the total credits claimed in each of the four sections and enter the number below.**

**ALL SECTIONS: TOTAL CREDITS CLAIMED = \_\_\_\_\_\_ credits (75 minimum)**

**MINISTERIAL ACTIVITY**

**What was the date of the last time (including # of days) you attended the NAMC meeting? \_\_\_\_\_\_\_\_­\_**

**What was the date of the last time you attended the General Conference Convention? \_\_­\_\_\_\_\_\_\_\_\_\_**

**What (& where) is your current ministerial assignment? \_\_­\_\_\_\_\_\_\_­\_\_\_\_\_\_\_­\_\_\_\_\_\_\_­\_\_\_\_\_\_\_­\_\_\_\_\_\_\_\_
­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**If you have no current ministerial assignment, what and when was your last ministerial assignment? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Has there been any change in your marital status in the past 5 years?** [ ] **Yes** [ ] **No**

 **If “Yes” please elaborate: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**PHOTO**

*A current photo of yourself—for inclusion in the* [*Ministerial Directory*](https://cog7.org/resources/CoG7ChurchResources.html)*, and for use on a photo ID card at your request—must be emailed to the Custodian of Records at* lcc.custodian@cog7.org *no later than February 1 in order for your document to be renewed. The photo should be a high resolution, head and shoulders shot, taken within the last five years.*

**Please indicate whether you want an ID card with your updated photo:**

[ ]  Yes, please send a photo ID card with my updated photo.
[ ]  No. Please *only* use my updated photo in the [Ministerial Directory](https://cog7.org/resources/CoG7ChurchResources.html).

**MINISTERIAL PLEDGE**

I acknowledge that I have studied the doctrines of the church, as presented in the *Statement of Faith* of the Church of God (Seventh Day). I pledge to uphold the doctrines of the Church of God (Seventh Day). I will faithfully represent the doctrines of the church throughout my ministry.

I pledge to faithfully support the priorities and programs of the Church of God (Seventh Day) with my prayers, tithe, and offerings, as taught in its doctrine and prescribed in its bylaws. And as a minister of the church, I will promote financial stewardship to the membership I serve, in conformity with the church’s polity.

I pledge to attend and participate in the meetings of the General Conference and the North American Ministerial Council as my resources permit and be personally involved in the programs of the church, as is appropriate.

I pledge that in the event my beliefs should change, and I can no longer live up to my ministerial pledge to represent the theology, ethics, and polity of the Church of God (Seventh Day), I will surrender my Ministerial document voluntarily, without creating strife or division within the membership that I serve, or among my ministerial colleagues. I understand that to fail to do so shall result in the immediate revocation of my document.

I understand that my Ministerial document will expire in five years from the date of its issuance, and as a condition for its renewal, I must obtain 75 hours of continuing education, as prescribed by the NAMC. Therefore, I pledge to diligently obtain such continuing education for the renewal of my document.

Of my own free will, without coercion or reservation, I sign this application for a Ministerial document Renewal with the Church of God (Seventh Day), and its pledges. I attest that all statements contained in it are true to the best of my knowledge.

***By signing below, you are:***

* ***verifying that, to the best of your knowledge, the information in this report is true and complete.***
* ***indicating agreement and adherence to the Ministerial pledge.***

**Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Please return this form to the Custodian of Records, *preferably by email to* lcc.custodian@cog7.orgto expedite its arrival. Or mail to License & Credentials Committee, Attn: Custodian of Records, 816 W. Oak St., Collinsville, OK 74021.