



## Student Handbook

**2018**

This handbook has been prepared to provide information for those considering entrance into Unity Urban Ministerial School's **First Year Ministerial Preparatory Program and Ministerial Studies Program**.

We have endeavored to anticipate relevant questions, but we recognize that not everything can be covered sufficiently for the unique situations of all persons.

If you have additional questions about the curriculum or online program, please contact Rev. Sandra Campbell at [director@uums.online](mailto:director@uums.online)

We look forward to supporting you on your spiritual journey.  
For more information, see our website: [www.uums.us](http://www.uums.us)

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**Unity Urban Ministerial School (UUMS)**

3075 W. Grand Blvd.

Detroit, Michigan 48202

313-870-1890

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Online Coordinator/Advisor	Rev. Judy Voght
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## Mission

Unity Urban Ministerial School has a mission of training individuals who are qualified to become Successful Licensed and Ordained Ministers through Unity Worldwide Ministries (UWM). UUMS is not the ordaining body but provides the education, formation and training to become Unity Ministers. UUMS works closely with the Credentialing Team at UWM to assure a smooth path toward Licensing and Ordination.

### Licensing and Ordination with Unity Worldwide Ministries

Unity Worldwide Ministries (UWM) governs the process of licensing and ordaining Unity ministers. Please note that graduation from Unity Urban Ministerial School does not guarantee licensing or ordination. Any person interested in becoming a licensed and ordained Unity minister should contact the Director of Credentialing at Unity Worldwide Ministries.

## Programs of Study

Unity Urban Ministerial School offers two programs of study. Our Ministerial Preparation Program provides coursework necessary to apply for our Ministerial Studies Program which leads toward Licensing and Ordination with Unity Worldwide Ministries. Our coursework is offered in Four Terms throughout the year. The classes are offered online through Coursewebs Learning Management System. In addition to successfully completing coursework, students are required to attend Licensing and Ordination Interviews twice per year either in Detroit or Unity Village. First year students may attend these Licensing and Ordination Interviews virtually.

## **Ministerial Preparation – First Year Ministerial Certificate**

This program prepares students for application to the Ministerial Studies Program.

This Credential is met by successfully completing all 20 first year classes. These classes may be taken at UUMS or transferred from Unity Worldwide Spiritual Institute's Spiritual Education and Enrichment (SEE) Program or a credentialed course taught in the field. They must have been successfully completed within the last ten years. Graduates of Unity Worldwide Ministries' Spiritual Education and Enrichment Program (SEE) and Licensed Unity Teachers (LUT) are eligible to begin with UUMS into the Ministerial Studies (Second/Third Year) Program.

## **Ministerial Studies (Second/Third Year) Program**

This Program of Study leads toward Internship, Licensing and Ordination

The Ministerial Studies Program consists of experiential study of Unity teachings and practices, ministerial communications, extensive Bible research, pastoral counseling, a deeper understanding of diversity and urban strategies, metaphysics, prayer and meditation, world religions, church administration and interdisciplinary studies.

## **Program Overviews**

### **Ministerial Preparation (First Year)**

The First Year Ministerial Preparatory Program offers the study of Unity teachings and practices. Upon completion of the first-year requirements, students will be prepared to apply for UUMS Ministerial Studies and the UWM's ministry path.

#### **Admission to the First Year Ministry Certificate Program**

The First Year Urban Ministries Program is open to every individual regardless of religious affiliation.

Admission requirements are as follows. Candidates Must:

1. Be at least 21 years of age
2. Submit a completed application form
3. Submit college transcripts and SEE transcripts
4. Submit a non-refundable application fee of \$25

**\*Please note: If you are a graduate of SEE or you are a Licensed Unity Teacher, you are eligible to enroll as a Second Year Student. All requirements for First Year Ministerial Preparation will have been met.**

**\* L&O Interviews.** (First year students are now allowed to attend the Licensing and Ordination Interviews virtually and will receive timely notification of those interviews.)

### **Ministerial Preparatory (First Year) Program Classes**

1. FU1000 Unity Foundations
2. FU1002 Myrtle and Charles on Healing and Wholeness
3. FU1003 Development of New Thought and Unity
4. FU1004 Jesus' Teachings in the Bible
5. FU1005 Bible Interpretation – Hebrew Scriptures
6. FU1006 The Christ in the Bible
7. FU1023 Unity Prayer
8. FU1032 Urban Strategies I
9. FU1033 Twelve Powers of Man
10. FU1036 Metaphysics 1
11. FU1037 Metaphysics 2
12. FU1039 Metaphysics 3
13. FU1040 Metaphysics 4
14. FU1042 Prosperity
15. FU1043 History of the African-American Church
16. FU1044 Meditation Practices
17. FU1045 Self-Awareness
18. FU1046 Overview Hebrew Scriptures
19. FU1047 Overview: Christian Scriptures
20. FU1048 Bible Interpretation: Acts to Revelation

### **Unity Urban Ministerial School Program (Second/Third Year) leading toward Internship, Licensing and Ordination**

The Unity Urban Ministerial School Program offers a two-year (full-time or longer if part-time) experiential study of Unity teachings and practices and comprehensive ministerial classes that prepare students to become fully qualified ministers.

#### **Admission to the Unity Urban Ministerial School Program**

The Unity Urban Ministerial School Program is open to every individual. Admission requirements are as follows.

Candidates must:

1. Be at least 21 years of age
2. Submit a complete application form at [uums.us](http://uums.us)
3. Submit college transcripts and necessary credentials
4. Submit a non-refundable application fee of \$25
5. Be active in a Unity Church or Center for 1 year or more
6. Must be a graduate of UUMS First Year Program or Graduate of UWM's Spiritual Education and Enrichment Program (SEE) or have received the Credential as a Licensed Unity Teacher

This Program requires completion of a total of 1000 hours of Ministerial Classes

#### **Transfer Credit**

Students who have taken ministerial courses at Unity Institute or Unity Worldwide Spiritual Institute may receive up to 500 transfer credits for courses that are equivalent to those offered and required by the Unity Urban Ministerial School for Second/Third Year Coursework.

### **Required Courses**

Of the 1000 hours necessary for graduation, required classes include all Bible classes: **BI5011, BI5012, BI5013, BI5021, BI5022, and BI5023** and **IS5940 Self Awareness I, IS5941 Self Awareness II** **CM4001 Homiletics I, CM4003 Homiletics II and MS2002 Talks on Truth.**

Graduation from this Ministerial Studies Program and acceptance into the Ministry Path by UWM are required before beginning the fourth year Internship leading toward Ordination with Unity Worldwide Ministries.

**Licensing and Ordination Review Board Oral Exams (L & O)** are held twice each year; Nov/ Dec in Detroit, Michigan and June at Unity Village in Lee's Summit, MO. Attendance is REQUIRED at each session (twice per year) while you are enrolled in Unity Urban Ministerial School and during internship. The student's interview date will be assigned and announced in advance. These L & O's are MANDATORY. The only exception is the year students attend the required Admissions Week interviews at Unity Village, which will replace ONE of the required annual L & O's. **Successful graduates must have attended a minimum of 4 L & O exams while on the Unity Worldwide Ministries (UWM) Ministry Path. Further requirements are noted below.**

### **Graduation**

#### **Graduation from Unity Urban Ministerial School**

The right of graduation from Unity Urban Ministerial School is granted when the student has successfully completed the required courses and earned a total of 1000 credit hours.

Evidence of preparation to practice ministry emphasizes spiritual, mental and emotional maturity and devotion to a lifestyle of service to others. To be granted a Unity Urban Ministerial School Graduation Certificate, the student must complete the program within ten years of beginning the program.

### **Unity Worldwide Ministry Path**

Unity Worldwide Ministries governs licensing and ordaining Unity ministers. The process includes admissions evaluations for entering the "ministry path" and periodic License and Ordination Committee interviews. Please note that all License and Ordination exams must be completed according to the current criteria set forth by Unity Worldwide Ministries.

**It is recommended that upon eligibility, students apply for admission to the Licensing and Ordination ministry path at the earliest possible opportunity.**

For more information about the Licensing and Ordination Ministry Path admissions process, contact the UWM Credentialing Department at 816-434-6843 or visit

<http://www.unityworldwideministries.org/become-minister>.

**Please be advised that the latest guidelines set forth by Unity Worldwide Ministries must be followed to become licensed and ordained Unity Ministers.**

### **Admission to the Unity Worldwide Ministry Path**

Before being accepted into this program, applicants must be admitted into the Unity Worldwide Ministries Licensing and Ordination path. To apply, students must:

1. Fill requirement of a Bachelor's Degree from an accredited institution of higher learning or have an approved Academic Demonstration granted by UWM in cooperation with UUMS. For information about the Licensing and Ordination Path or the Academic Demonstration, see

[www.unityworldwideministries.org](http://www.unityworldwideministries.org)

2. Have completed the Unity Urban Ministerial School First Year Curriculum (or at least the 18 UWM required classes), or completed Spiritual Education and Enrichment (S.E.E.) or Licensed Unity Teacher (L.U.T.) or its equivalent
3. Be at least 21 years of age
4. Be currently active in a Unity ministry for one year or more
5. Submit a completed application form
6. Submit official transcripts
7. Be actively working toward graduation from Unity Urban Ministerial School's Second/Third Year Ministerial Program
8. Successfully attend all Licensing and Ordination Exams

**Unity Urban Ministerial School Internship**

To be ordained by Unity Worldwide Ministries, a student must have graduated from the UUMS Ministerial Program and have been accepted into the UWM ministry path. During their fourth or final year in the UUMS Program, those students are required to successfully complete a one-year internship in a Unity Church or Center under the guidance of an ordained Unity Minister and in cooperation with Unity Worldwide Ministries and Unity Urban Ministerial School.

## Unity Urban Ministerial Studies Program Second/Third Year Certificate/Graduation

### Class Offerings

COURSES	HOURS
BI5011 Biblical Studies Old Testament - Genesis-I Chronicles)	50
BI5012 Biblical Studies Old Testament - (II Chronicles-Ezekiel)	50
BI5013 Biblical Studies Old Testament - (Daniel-Malachi)	50
BI5021 Biblical Studies New Testament - (The Gospels)	50
BI5022 Biblical Studies New Testament – (Hebrews-Revelations)	50
BI5023 Biblical Studies New Testament – (Acts-Philemon)	50
CM2011 Children’s Ministry	20
CM2022 Board of Trustees	20
CM4001 Homiletics I	40
CM4002 Substance Abuse/ Family	40
CM4003 Homiletics II	40
CM4004 Creation of Sunday and Special Services	50
CM4005 Polity	20
CS 2001 Counseling/Personal	20
CS 2002 Counseling Unity Methodology	20
CS 2003 Counseling Skills – Grief and Loss Support	20
CS2004 Spiritual Guidance Across Faiths	20
CS3001 Counseling (Therapeutic Models)	20
HI1001 History of Christianity	20
HI1002 Urban Metaphysical Applications	20
HI1003 Jesus Christ Heals – Jail and Prison Ministry	30
HI1004 Introduction to World Religions	20
HI1005 Search for the Historical Jesus	20
HI1037 History of the African American Church	20
IS 5911 Credo: Belief, Structure and Formative Factor	20
IS 5912 Credo: Nature of Man	20
IS 5920 Credo: Authenticity	20
IS 5921 Credo: Personal Beliefs	20
IS 5922 Credo: Nature of God/Relationship to Man	20
IS 5923 Ethics	20
IS5930 Development of New Thought	20
IS5940 Self Awareness I	30
IS5941 Self Awareness II	30
IS5950 Teaching Methods	20

MS2001 How I Used Truth	20
MS 2002 Talks on Truth	30
MS 2003 Prosperity II	20
MS 2011 Prayer and Meditation	20
MS 2012 Prayer and Meditation	20
MS 2013 Prayer and Reflection	20
MS 2032 Prayer and Reflection	20
MS 2033 Prayer and Reflection	20
UUM1001 Media/Technology for Faith Based Organizations	30
UUM3001 Management Skills for the 21 <sup>st</sup> Century	30
UUM3003 Planning & Strategies for Urban Ministry	20
UUM3004 Financial Management	30
UUM3005 Church Administration	30
UUM4103 History of Preaching – Teaching Truth	30
UUM4104The Nature of Urban Ministry	20
UUM4202 Clinical Pastoral Experience (CPE)	50
UUM4205 New Church Planting	30
UUM4305 The Minister and the Local Church	40
UUM4306 Diversity and Inclusive Ministry	20
UUM4500 Internship Practicum	
UUM5000 Internship Project	

**In order to graduate in a timely fashion, it is our recommendation that students should consistently take 5 classes per term.**



## **Academic Information and Policies**

### **Tuition & Fees**

Application fee (one-time, non-refundable): \$25

Tuition for First Year Ministerial Preparatory Classes: \$150 each class

Tuition for Ministerial Program: \$300 per class up to three

One Class        \$300

Two Classes     \$600

Three-Five      \$900

If students enroll for more than 5 classes, tuition is an additional \$300 per class

### **Payment of Accounts**

All accounts must be paid in full (or have approved arrangements for payment) at the time prior to the first day of a term.

### **Refund Policy**

There is a non-refundable application fee of \$25.00. All other tuition and fees paid by the applicant shall be refunded if requested before the end of the first week of class. All refunds shall be returned within 30 days.

### **Complaints**

Students who wish to file a complaint with the State of Michigan may do so at [www.michiganps.net](http://www.michiganps.net).

### **Academic Records**

A permanent academic record is kept for each student in an academic file in the Unity Urban Ministerial School office. All grades earned by the student at Unity Urban Ministerial School are recorded. The record also shows the credits transferred from other schools that apply toward meeting the student's certificate requirements at Unity Urban Ministerial School. Transcripts are updated at the end of each term.

### **Appeals Process**

Appeals for exceptions to academic policies and regulations are to be submitted in writing, with documentation, to the Administration.

Grade appeals must first be discussed with the relevant faculty member. If the issue cannot be resolved with the faculty member, the candidate may submit an appeal in writing, with documentation, to the Administration.

Appeals involving a student's status in the program may be presented in writing, with documentation. The Administration will review all appeals. The final decision rests with the Executive Director.

### **Information regarding credit allowed for previous education and training.**

Students who have taken ministerial courses at Unity Institute or Unity Worldwide Spiritual Institute may receive up to 500 transfer credits for courses that are equivalent to courses offered and required by the Unity Urban Ministerial School for Second/Third Year Coursework.

### **Evaluations and Accountability**

#### **Overall Accountability**

Students admitted to the Unity Urban Ministerial School are considered adult learners. The faculty

assumes that students are self-motivated, have the desire and maturity to receive meaningful information about their progress and will take responsibility for their own growth in relation to class work.

### **Recording of Academic Evaluation**

Evaluation of assignments within each term will be for the purpose of giving students regular, accurate progress information in order to maximize the process of self-evaluation. The method of recording academic evaluation for assignments within each term will be:

<u>Evaluation</u>	<u>Points</u>	
I. Excellent work	500 points	A
II. Above average	400 points	B
III. Acceptable, passing	300 points	C
IV. Incomplete	299 points	I

### **Incomplete**

Faculty has the option of assigning the grade of "I" (incomplete) where the assignments have not been completed. Students may contact the instructor to complete assignments as soon as possible. All Incomplete grades must be completed within 5 weeks following the end of the term. An additional five weeks will be given for extenuating circumstances on an individual basis.

### **Scholarship**

A student must have a B average or better in order to apply for the Charles and Myrtle Fillmore scholarship after the first year of study at UUMS.

### **Withdrawal, Registration**

#### **Withdrawal**

If it is necessary for a student to withdraw from a course, approval must be requested from the Administration.

#### **Registration**

Enrollment in a class is not official until the administration has processed the proper registration forms and all financial obligations have been paid or approved arrangements for payment have been made. No credit will be received unless the tuition has been paid in full by the last day of the term.

#### **Withdrawal from School**

If it is necessary for a student to withdraw from the term or from the program, the student is to discuss the matter with the Administration. Students who do not officially withdraw from the term will receive a final grade of I in each of the enrolled courses.

### **Policies Relative to Attendance, Re-entrance, Transcripts and Family Education Rights and Privacy Act**

#### **Attendance**

All students are required to attend all mandatory meetings and all Licensing and Ordination Interviews.

#### **Re-Entrance**

Upon request and approval, students may re-enter the Unity Urban Ministerial School and complete the program within a ten-year period.

#### **Transcript Requests**

Federal law requires that all transcript requests be made by a student. Requests for a transcript should also include:

- \*The student's name and, if applicable, maiden name.
- \*Date of last attendance or certificate earned with date of graduation.
- \*Name and address where transcript should be sent.

### **Family Education Rights and Privacy Act**

Unity Urban Ministerial School, Inc. complies with the Family Education Rights and Privacy Act (FERPA). FERPA affords students certain rights with respect to their academic records. They are:

- The right to inspect and review the student's academic records within 45 days of the day Unity Urban Ministerial School receives a request for access. Students should submit to the Registrar a written request that identifies the record(s) they wish to inspect. The Registrar will make arrangements for access and notify the student of the time and place where the records may be inspected.
- The right to request the amendment of the student's academic record that the student believes is inaccurate or misleading and asking for the record to be changed. If Unity Urban Ministerial School decides not to amend the record as requested by the student, the student will be notified of the decision and advised of his or her rights to a hearing regarding the request for amendment. Additional information regarding the hearing process will be provided at that time.
- The right to consent to disclosures of personal identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent. One exception, which permits disclosure without consent, is disclosure to school officials with legitimate educational interests.
- The right to file a complaint with the U.S. Department of Education concerning alleged failures by Unity Urban Ministerial School, Inc, to comply with the requirements of FERPA. The name and address of the office that administers FERPA is:

Family Policy Compliance Office  
U.S. Department of Education  
600 Independence Ave., SW  
Washington, DC 20202-4605

## School Calendar

### Spring Term 2018 Registration begins February 14<sup>th</sup>

Classes Begin February 21  
Five Week Classes End March 27  
Ten Week Classes End May 1

### Summer Term Registration begins May 9

Classes begin May 16  
Five Weeks Classes End June 19  
Ten Week Classes end July 24

### Fall Term 2018 Registration Begins August 1

Classes begin August 8  
Five Weeks Classes end September 11  
Ten Week Classes end October 16

### Winter Registration Begins October 24, 2018

Classes Begin October 31  
Classes run through Dec. 4 (with winter break beginning Dec. 5)  
Classes resume January 2, 2019  
Classes end February 5, 2019

### Spring 2019 Registration Begins February 13, 2019

Classes Begin February 20, 2019  
Classes End April 30

### Summer 2019 Registration Begins May 8

Classes Begin May 15  
Classes End July 23

### Fall 2019 Registration Begins July 31

Classes Begin August 7  
Classes End October 15

### Winter 2019/2020 Registration Begins October 23, 2019

Classes Begin October 30  
Classes run through Dec. 3  
Classes Resume Jan 1, 2020 and end Feb. 4

**\*Please note that this schedule is subject to change as necessary**

**\*First Year Classes are generally five weeks and will be scheduled to coincide with each ten-week term. Schedules will be announced on UUMS website**

## Course Descriptions

### First Year Urban Ministry Program Offerings

#### **FU1000 Unity Foundations**

**20 hours**

Building consciousness, knowledge and skills in any endeavor begins with learning the foundational principles. Students will explore foundational principles from *Lessons in Truth, Discover the Power* and other historical texts. They will also learn how to integrate the foundational principles into daily life. (Combines three former classes: Lessons in Truth, Discover the Power Within You and Unity Today.)

#### **FU1002 Charles/Myrtle Fillmore on Healing and Wholeness**

**20 hours**

This course is based on the spiritual laws and universal principles that support the expression of health and wholeness in our minds, bodies, and affairs. We will be working with Myrtle and Charles Fillmore's interpretation of how Jesus used and demonstrated those in his own life. Such laws and principles will be presented to support participants in developing a practical understanding of Myrtle and Charles' theology as heart-centered metaphysicians. (Combines two former classes: Healing & Wholeness I & II)

#### **FU1003 Development of New Thought and Unity Movement**

**20 hours**

Development of the Unity movement explores Unity's origins as well as its evolution from a small group of spiritual seekers into the worldwide spiritual movement Unity is today. Topics explored include the events that inspired Charles and Myrtle Fillmore to share their spiritual insights, Unity's three-part ministry of prayer, publishing, and education; major events (including controversies) in Unity's history, and Unity's relationship with the larger New Thought movement.

#### **FU1004 Jesus Teachings in the Bible**

**20 hours**

Students will focus upon the sayings of Jesus as the "*Great Example*" for Spiritual Awakening, Empowerment, and Transformation. By exploring the teachings *of* Jesus, rather than the teachings *about* Jesus, we can follow that example. Students will develop a deeper and more practical understanding of Jesus as Master Teacher and Way-shower through reflection upon his sayings and methods. In this way, they will learn to build a strong spiritual foundation for "Christ Consciousness."

#### **FU1005 Bible Interpretation – Hebrew Scriptures**

**20 hours**

This is an introduction to the metaphysical interpretation of the Hebrew Scriptures within the Unity framework. Students will begin to understand and interpret the Hebrew Scriptures from a metaphysical viewpoint. The Scriptures are unveiled through individual metaphysical interpretation of the names of people, places, and things, numbers, archetypes, and any other symbols, etc., as they are connected with the activity of humankind.

#### **FU1006 The Christ**

**20 hours**

Using the Bible as our primary text, this class explores the Christ idea as it relates to Jesus and all humankind. It attempts to discover: what the Christ idea is, where it came from, what it meant to the people of Jesus' time, and how the Christ idea evolved during the period when the books of the New Testament were being written.

**FU1023 Unity Prayer 20 hours**  
The course introduces the Unity way of affirmative prayer. Affirmative meditative prayer is at the heart of the Unity spiritual path. It will also explore the traditional Unity five-step prayer process. The student will be supported in creating a daily prayer practice.

**FU1032 Urban Strategies 20 hours**  
This course introduces students to the Strategies of Urban Ministry and History of UUMS with biographies from 1979 to present. This class offers the student a broad perspective on the work of the Unity Urban Ministerial School.

**FU1033 The 12 Powers of Man 20 hours**  
This course is a study of the twelve fundamental attributes of Divine Mind centralized in humankind as our spiritual nature. The course explores the powers as divine ideas and as faculties expressed through our minds.

**FU1036 Metaphysical Interpretation 1, part 1 20 hours**  
The first phase for becoming a “metaphysician-practitioner” is learning the fundamental Principles. Assimilating and practicing those Principles helps awaken awareness and understanding of spiritual Truth. This “first phase” course encourages students to enter into that awakening and understanding so that they can apply the principles in their everyday lives and experience the “first fruits” of spiritual understanding.

**FU1037 Metaphysical Interpretation 1, part 2 20 hours**  
**(Prerequisite FU1036)** This class is designed to continue deepening the student’s awareness of basic metaphysical principles and to help them work on the ability to articulate major Unity concepts. Practical application is emphasized as a primary goal.

**FU1039 Metaphysical Interpretation 2, part 1 20 hours**  
**(Prerequisite FU1036 and FU1037)** This advanced class is designed to continue deepening the student’s awareness of basic metaphysical principles and the ability to articulate major Unity concepts. To that end, students will be encouraged to investigate, analyze and use basic metaphysical tools for living. By developing dominion over the ego/personality, the way is opened for greater expression of the student’s innate Divine Potential.

**FU1040 Metaphysical Interpretation 2, part 2 20 hours**  
**(Prerequisite FU1036, FU1037 and FU1039).** This advanced class is designed to continue deepening the student’s awareness of basic metaphysical principles and the ability to articulate major Unity concepts. This course summarizes and organizes metaphysical teachings to facilitate an ever increasing demonstration of Truth.

**FU1042 Prosperity 20 hours**  
This class is a combined study of Unity’s two most important texts on the core subject of prosperity: Charles Fillmore’s classic *Prosperity* and Eric Butterworth’s *Spiritual Economics*. Students will compare and contrast these books on the key subjects of substance, mind, faith, visualization, and a giving consciousness and how to use these in our daily lives.

**FU1043 History of the African American Church****20 hours**

This class provides the basic history and traditions of the African-American Church.

**FU1044 Meditation Practices****20 Hours**

This course focuses on the practice and the experience of various forms of meditation. Benefits of the various forms of meditation will be explored as well as methods to deal with resistance to it. Practicing the Silence, Unity's meditation practice, is fundamental and foundational to Unity teachings.

**FU1045 Self-Awareness****20 Hours**

Students will explore the dimensions of self by studying several systems and techniques for self-awareness. Self-awareness is necessary for optimal balance and functioning in life. They will become more conscious of: their attitudes, beliefs and ways of being; symptoms of stress and imbalance; healthy responses to stress and imbalance; and how to integrate spiritual principles to maintain balance and honor all facets of their being.

**FU 1046 Overview: Hebrew Scriptures****20 Hours**

This course introduces the history of the Hebrew Scriptures and provides a framework for future study. Learners will explore the history and development of the Hebrew Scriptures through stories, exploration of events and knowledge and the consciousness of the writers.

**FU 1047 Overview: Christian Scriptures****20 Hours**

This course explores the Gospels, letters, history (Book of Acts), and apocryphal literature (Book of Revelation). The student will develop a basic understanding of the Christian Scriptures' meaning for the people to whom they were written.

**FU 1048 Bible Interpretation: Acts to Revelation****20 Hours**

In this course, students will experience the rewarding process of Bible interpretation. Students will learn, step by step, how to metaphysically interpret a Bible story and apply the meaning to their lives. Selected stories from Acts to Revelation will be maieutically and metaphysically interpreted.

## Course Descriptions

### Unity Urban Ministerial Studies Program

#### **BI5011, 5012,5013,5021,5022 & 5023, Biblical Studies and Skills**

These classes are a systematic study of the historical and metaphysical interpretation of the Old and New Testaments. They explore how history, and especially the memory of the history, shaped the Hebrew community. They include the way the biblical writers understood the God/person relationship, our inheritance of that understanding, and the likeness and differences of our understanding today.

BI 5011	Biblical Studies Old Testament (Genesis - I Chronicles)	50 hours
BI 5012	Biblical Studies Old Testament (Chronicles II – Ezekiel)	50 hours
BI 5013	Biblical Studies Old Testament (Daniel – Malachi)	50 hours
BI 5021	Biblical Studies New Testament (The Gospels)	50 hours
BI 5022	Biblical Studies New Testament (Hebrews-Revelations)	50 hours
BI 5023	Biblical Studies New Testament (Acts - Philemon)	50 hours

### Communication

CM2011 Children’s Ministry 20 hours

This class addresses communication to children, Uniteens, Youth of Unity, Young Adults of Unity and Next Generation Unity. Students will explore how to nurture the spiritual development of children and teens and gain insights into how to effectively work with and support YFM leadership. A ministerial perspective on fundamentals of YFM program administration is presented.

CM 2022 Board of Trustees 20 hours

Students completing Board of Trustees will be able to assist in the application of the principles taught in this course. Students will be able to demonstrate how these principles will help to serve large and small churches to have successful boards of trustees operating in a church community.

CM4001 Homiletics I 40 hours

Through an understanding of the communication process, students will be prepared in this class to use communication principles in formal talks, group meetings, individual relationships, and media presentations. Students will be encouraged to integrate communication principles into their understanding of themselves and their belief structure.

CM4002 Substance Abuse/ Family 40 hours

This course assists the student to apply counseling techniques to assist families and individuals with substance abuse and family relationships. The goal of this class is to provide spiritual tools for the reconciliation of spiritual living and family development.

CM4003 Homiletics II 40 hours

(Prerequisite Homiletics I) Through an understanding of the communication process, students will be prepared in this class to use communication principles in formal talks, group meetings, individual



relationships, and media presentations. Students will continue developing deeper communication skills as polished speakers.

CM4004 Creation of Sunday and Special Services 50 hours

This class provides guidance in the preparation of successful Sunday Services as well as Special Services. An important objective of worship services is facilitating an experience of the Sacred. Students will examine the various elements of Unity worship services and their function to help attain that objective. Students will also apply these factors to Unity special services - including weddings, baby dedications, memorials, Christmas Eve, Good Friday, Easter, Burning Bowl and White Stone Ceremonies. This class provides students with the opportunity to create a personal portfolio of these services and practice officiating community ceremonies and celebrations.

CM4005 Polity 20 Hours

Every Unity minister and ministry is part of the Unity Movement. As such, each minister should have an understanding and appreciation of Unity as an organization and community beyond individual churches, centers and study groups. Students will learn about the structure and culture of the Unity movement. They will also learn about a wide range of resources that Unity Worldwide Ministries has to offer its ministers in the field.

## Counseling

CS2001 Counseling 20 hours

This class will summarize and compare the basic premise of the Strategic Pastoral Counseling Model. Students will observe fundamental skills in counseling that assist in understanding overall strategies used by individuals under stress. They will learn the differences between spiritual counseling and psychological counseling, identify the ethical and legal requirements of ministers with regard to spiritual counseling.

CS2002 Counseling (Unity Methodology) 20 hours

This introduction to Unity's concept of spiritual counseling emphasizes that students acquire a sensitivity of the needs of persons in counseling and the use of spiritual counseling techniques.

CS2003 Counseling Skills – Grief and Loss Support 20 hours

This class helps students understand the basics of grief and the stages of the grief process. This comprehensive course of study equips ministerial students to counsel congregants through the grief process.

CS2004 Spiritual Guidance Across Faiths 20 hours

This class provides a wealth of information for being an effective listener and guide. Other faith traditions are explored to give the student a well-rounded understanding of beliefs of others that might be encountered in the spiritual guidance setting.

CS3001 Counseling (Therapeutic Models) 20 hours

This course explores theories and techniques of pastoral counseling in faith communities. Students will interweave theories of psychological counseling into discussions, as these are often the foundation of pastoral counseling. Students learn about pastoral care and gain an understanding of counseling

theories and skills. The class explores in-depth methods of applying these theories by looking at models of change. Students will also learn about change and how to facilitate change to develop healthy spiritual communities. This class will also assist students to develop interpersonal, counseling and leadership skills.

## History

HI 1001 History of Christianity 20 hours

The purpose of this course is to understand the history and pivotal turning points of Christianity from the life of Jesus leading up to modern times. Students will explore how doctrine and practices were formulated and reasons for schisms and divisions.

HI 1002 Urban Metaphysical Applications 20 hours

Using the practices and principles of the Urban School, students will learn to establish programs within their community that give individuals tools for healing, prosperity, spiritual growth and development that ultimately lead to self-sufficiency.

H1 1003 Jesus Christ Heals - Prison Ministry 30 hours

The student will study the book *Jesus Christ Heals* by Charles Fillmore. This class provides the student an in-depth study of healing principles as applied in prison ministry.

HI1004 Introduction to World Religions 20 hours

This class provides an overview of world religions, their origins, belief systems and how they function in the world today.

HI1005 Search for the Historical Jesus 20 hours

Students will have the opportunity to review the historical facts that are available concerning the life and death of Jesus with a view toward developing one's own theology.

HI1037 History of African American Church 20 hours

This class strongly provides a more in-depth history and traditions of the African American Church and its effect upon the modern urban community.

## UUMS Interdisciplinary Studies

IS5911 Credo: Belief, Structure and Formative Factor 20 hours

This class has the purpose of helping the students begin the process of exploring their own belief structures. The formative factors of belief are presented and related to the student's own individual experience. The final purpose of this class is to prepare students to develop and write their own personal credos.

IS5912 Credo: Nature of Man 20 hours

In this class, students address their understanding of the nature of man. The class will offer varieties of ways of understanding man's nature and destiny. Students will consider and evaluate these views in light of their own spiritual convictions and insights.

IS5920 Credo/Authenticity

20 Hours

This course guides students to recognize unhealthy ways in which they are not embracing their own true spiritual nature and path. The study leads toward releasing long-held thoughts and beliefs that are counter-productive to a fulfilling an authentic life.

IS5921 Credo: Personal Beliefs

20 hours

In this course, students take a deep and comprehensive look at their personal theologies. They explore ideas about the nature of God and humanity. Students will learn to think theologically about the great issues of life and to develop a personal statement to mark their current location in a life-long process of spiritual-intellectual growth.

IS5922 Credo: Nature of God/Relationship to Man

This is a Fourth Year Class which is taken in the Internship Year. In this course, the student is encouraged to review and reevaluate his or her credo and articulate how this credo could be implemented in the various aspects of ministry.

IS5923 Ethics

20 hours

This course is an introduction to the basic concepts of theological ethics, Minister/Congregant privileged communications, member and non-member personal relationships with analysis and discussion of current events. The purpose of this course is to help students clarify their values, relate their values to the external environment, and introduce the process of theological ethics.

IS5930 Development of New Thought

20 Hours

In this course, students are introduced to the history of Transcendentalism and the New Thought Movement and Unity's place within this movement.

IS5940 Self Awareness I

30 Hours

This course introduces the concept of psycho-spiritual wholeness as a life-long endeavor essential to healthy, effective ministers and ministries. The concept is for engagement intellectually, spiritually, and experientially. The focus is on developing understanding of the way that psychological and spiritual health are inextricably interwoven. Each student is unique in their way of engaging in their personal growth journey. Each has had different experiences and most likely has participated with a variety of psycho-spiritual growth approaches. This course invites each student to go forward in understanding and depth from where they currently are in order to gain new robust perspectives that will benefit them as a minister. The course culminates in the invitation to personal commitment to the lifelong process of psycho-spiritual maturity and to utilizing resources that support this growth. This course lays the foundation for Part 2.

IS5941 Self Awareness II

30 Hours

(Prerequisite IS5940) This course builds on Part 1, continuing to develop the concept of psycho-spiritual wholeness as a life-long endeavor essential to healthy, effective ministers and ministries. The concept is engaged intellectually, spiritually, and experientially. The focus is on developing understanding of the way that psychological and spiritual health are inextricably interwoven. The course culminates in the invitation to personal commitment to the lifelong process of psycho-spiritual maturity and to utilizing resources that support this growth.

IS5950 Teaching Methods

20 Hours

This course provides the foundations of teaching adult learners and how to lay the groundwork for creating a captivating class.

### **Metaphysical Studies and Skills**

MS 2001 How I Used Truth

20 hours

Included in this course are comparisons of Charles Fillmore's views from the teachings of Jesus and an introduction to the Bible as a textbook for the evolution of spiritual consciousness.

MS 2002 Talks on Truth

30 hours

This course is an opportunity to develop and improve Sunday talks, sermons or messages by studying talks given by the co-founder of the Unity movement, Charles Fillmore. Using his talks as a springboard, students will find their own individual styles by using basic guidelines.

MS2003 Prosperity II

20 hours

The student is provided a deep understanding of Prosperity principles as presented by Charles Fillmore and other Unity writers.

### **Metaphysics – Prayer, Meditation and Reflection**

These are ongoing courses designed to develop the consciousness of prayer necessary for effective Unity Ministry. The emphasis is on the practical application of Unity principles, methods, and techniques of prayer and meditation. The courses include exposure to and participation in the Silent Unity tradition, motivation and guidelines for building positive prayer habits, and individual experience aimed at developing the confidence and vocabulary of effectual prayer. Expectation of the courses includes the unfoldment of the student's individual prayer life, and the ability to lead others in effective meditation and prayer meetings. The student will be required to demonstrate prayer technique, prayer mediation, prayer understanding, and positive prayer habits.

MS2011 Prayer and Meditation

20 hours

MS2012 Prayer and Meditation

20 hours

MS2013 Prayer and Reflection

20 hours

MS2032 Prayer and Reflection

20 hours

MS2033 Prayer and Reflection

20 hours

### **Urban Ministries Studies, Strategies and Skills**

UUM1001 Media/Technology for Faith Based Organizations

30 Hours

Students will learn about and engage with uses of technology in ministry. They will explore how their vision of ministry can best be achieved through judicious use of the ever-expanding field of technological innovation.

- UUM3001 MANAGEMENT SKILLS FOR THE 21<sup>st</sup> Century 30 hours  
 This course is an introduction to all aspects of business management, including seamless management. The principles discussed in this course will be used as a foundation for developing management skills for contemporary pastoral management.
- UUM3003 Planning & Strategies for Urban Ministry 20 hours  
 This class focuses on the development, evolution, and theories of urban planning. It considers the major concepts and procedures used by city planners and focuses on the analytical tools and methods available in addressing the social, economic, and environmental problems of urban areas.
- UUM3004 Financial Management for Faith Based Initiatives 30 hours  
 This class is designed to provide the student with an overview and understanding of theories, policies, procedures, and skills relevant to financial management. Emphasis will be placed on budgeting, accounting, revenue generation, income tax and debt management.
- UUM3005 Church Administration 30 hours  
 There are many facets to church administration. This course looks at legal, financial, pitfalls of mishandling, relationships with boards and lay leadership and variations in sizes and conditions of churches. The examples given in the lectures are actual experiences and events. There are opportunities for you to examine and resolve problems that can arise. The course is designed to be organic as well as academic.
- UUM4103 History of Preaching – Teaching Truth 30 hours  
 Analyzing sermons and biographies of Truth Students from 1979 to the present offers the student a broad perspective on preaching, teaching Truth and should help the student to develop the analytical tools useful in deciding on appropriate teaching forms.
- UUM4104 The Nature of Urban Ministry 20 hours  
 This course is designed to help the student understand Urban Ministry. Students will have an in-depth study of the diversity found in urban environments and how they might reach out and minister in urban areas and diverse cultures.
- UUM 4205 New Church Planting 30 hours  
 A structured experience of planning and pioneering new centers/churches. Students will explore the strategies for starting or renewing a ministry, study-group, satellite, or alternative ministry. It will include the experience of creating a business plan and the study of successful practices of research and marketing to a pioneer market.
- UUM4305 The Minister and the Local Church 40 hours  
 This class is a study of the nature of congregational leadership ministry with emphasis upon the minister's personal characteristics; relationships in the family, local church, other churches in the fellowship of Christian Churches, and community; and functions of the ministry such as preaching, counseling, administering, teaching, and leading worship.

UUM4306 Diversity and Inclusive Ministry

20 hours

Empathetic appreciation of the various expressions of human diversity is essential to compassionate ministry. Personal background and experiences relative to various diversity issues will be explored in this course. As the students' awareness of and relationship to diversity issues is explored, dialogue and personal healing will be encouraged. Diversity issues facing ministries will be explored. Students will discover the challenges and joys of the multicultural, multiracial, multigenerational and multidimensional inclusive ministry. Issues of funding and working with refugees, homelessness, poverty and physical and mental health support are discussed.

UUM4500 Fourth Year Internship/Practicum

This class is usually taken in the summer term of the Internship Year.

UUM5000 Fourth Year Internship/Project

This class is offered in the Spring of the Internship Year prior to Ordination.