



Student Handbook

This handbook contains information for those considering entrance into Unity Urban Ministerial School's **First Year Ministerial Preparation Program** and **Second/Third Year Ministerial Studies Program**.

We have endeavored to anticipate relevant questions; however, we recognize that not everything can be covered sufficiently to respond to unique situations of all persons.

If you have additional questions about the online program or curriculum, please contact the Executive Director at director@uums.org.

We look forward to supporting you on your spiritual journey.

More information may be found on the UUMS website at: www.uums.org, or by contacting the School office at the following address:

**Unity Urban Ministerial School
400 Renaissance Center, Suite 2600
Detroit, Michigan 48243**

**(313) 309-7040
info@uums.org**

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MISSION

The Unity Urban Ministerial School (UUMS) provides individuals with the necessary education and training to become Unity ministers. UUMS works closely with Unity Worldwide Ministries and its Credentialing body to assure a smooth path to licensing and ordination..

LICENSING AND ORDINATION WITH UNITY WORLDWIDE MINISTRIES

Unity Worldwide Ministries (UWM) governs the process of licensing and ordaining Unity ministers. Graduation from UUMS does not guarantee licensing or ordination. Any person interested in becoming a licensed and ordained Unity minister should contact the UWM Director of Credentialing.

PROGRAMS OF STUDY

Unity Urban Ministerial School offers two programs of study. The Ministerial Preparation Program and Ministerial Studies Program. The Ministerial Preparation Program provides coursework necessary to apply for the Ministerial Studies Program. which leads towards licensing and ordination through UWM. Our coursework is offered online four terms each year. Courses are conducted through the Coursewebs Learning Management System (LMS). Once students have completed the first 12 courses in the Ministerial Preparation Program, they must participate in two face-to-face, licensing and ordination interviews each year. Students who have not completed the first 12 courses in this Program will be invited to participate in a virtual interview.

PROGRAM OVERVIEW

MINISTERIAL PREPARATION PROGRAM (FIRST YEAR)

The First Year, Ministerial Preparation Program is open to every individual regardless of religious affiliation. To be admitted, a candidate must:

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

The Ministerial Preparation Program includes the first 18 pre-requisite courses on Unity teachings and practices required by UWM. Upon successful completion of those courses, students are eligible to apply for the Ordination Path through UWM and to enroll in the UUMS Ministerial Preparation Program (2nd/3rd year). Prerequisite, or Spiritual Education and

Enrichment (SEE), courses may be taken at UUMS, transferred from Unity Worldwide Spiritual Institute or from credentialed courses taught in the field. All courses must have been successfully completed in accordance with UWM policy. Graduates of Unity Worldwide Spiritual Institute (UWSI) SEE and Licensed Unity Teacher programs are eligible to begin the UUMS Ministerial Studies Program (2nd/3rd year).*

First-year classes are generally five weeks and will be scheduled to coincide with the ten-week term. Schedules will be announced on the UUMS website: www.uums.org.

MINISTERIAL PREPARATION (FIRST YEAR) PROGRAM COURSES

1. FU1000 Unity Foundations
2. FU1002 Myrtle and Charles Fillmore 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. FU1033 Twelve Powers of Man
9. FU1036 Metaphysics 1
10. FU1037 Metaphysics 2
11. FU1039 Metaphysics 3
12. FU1040 Metaphysics 4
13. FU1042 Prosperity
14. FU1044 Meditation Practices
15. FU1045 Self-Awareness
16. FU1046 Overview: Hebrew Scriptures
17. FU1047 Overview: Christian Scriptures
18. FU1048 Bible Interpretation: Acts to Revelation

MINISTERIAL STUDIES PROGRAM (SECOND/THIRD YEAR)

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

UUMS MINISTERIAL STUDIES PROGRAM

Internship, Licensing and Ordination

Unity Urban Ministerial School offers a three-year, full-time (longer if part-time) experiential study of Unity teachings and practices, and comprehensive ministerial classes that prepare students for ministry in Unity.

Admission to UUMS Ministerial Studies Program (For Candidates Not Currently Enrolled)

Candidates **not** already enrolled in UUMS who are eligible for admission to the Ministerial Studies Program must:

1. Be at least 21 years of age
2. Submit a complete application form at uums.org along with the \$25, non-refundable application fee
3. Submit college transcripts and necessary credentials
4. Be active in a Unity church or Center for at least one year
5. Be a graduate of UUMS' Ministerial Preparation Program (First-Year) or UWM's Spiritual Education and Enrichment (SEE) Program or be a Licensed Unity Teacher

This program requires completion of a total of 1,000 hours of ministerial coursework.

Transfer Credits

Students who have taken ministerial courses through Unity Institute or Unity Worldwide Spiritual Institute receive up to 400 transfer credits for Ministerial Preparation Program (Second/Third Year) courses required by UUMS. Credits must be verified by UWM and official transcripts sent directly from UWM to the UUMS Registrar.

MINISTERIAL STUDIES PROGRAM – REQUIRED COURSES

Of the 1000 hours necessary for graduation from this program, required classes include:

1. Bible (BI5011, 5012, 5013, 5021, 5022, 5023)
2. Self-Awareness I (IS5940), Self Awareness II (IS5941)
3. Homiletics I (CM4001), Homiletics II (CM4003)
4. Talks on Truth (MS2002)
5. Urban Strategies (FU1032),
6. History of the African-American Church (FU1043).

Graduation from the UUMS Ministerial Studies Program and acceptance to the UWM Ordination Path are required before a student may begin the Fourth Year Internship leading to Ordination by Unity Worldwide Ministries.

Licensing and Ordination Review Board (L&O):

Students are required to participate in two licensing and ordination interviews each year. Prior to completion of the first 12 courses in the Ministerial Preparation Program, these interviews will be conducted virtually.”

Once accepted on the Ordination Path, students must attend two L&O reviews each year until ordination. Attendance is **REQUIRED** at each session while enrolled in UUMS and during the internship. Students will be given advance notice of the date, time and location of their interview.

Graduation

The right of graduation from Unity Urban Ministerial School is granted when the student has successfully completed the required courses and earned 1000 credit hours in the Ministerial Studies Program. 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 Graduation Certificate, the student must complete all requirements within seven years of beginning the program.

Unity Worldwide Ministries Ordination Path

Unity Worldwide Ministries governs the licensing and ordination of Unity ministers. The process includes admissions evaluations for entering the “ministry path” and periodic licensing and ordination committee reviews. Please note that all license and ordination exams must be completed in accordance with current criteria set forth by UWM.

It is highly recommended that upon eligibility, students apply for admission to the licensing and ordination path at the earliest possible opportunity. Students having successfully

completed all First-Year requirements are eligible to apply (see Ministerial Preparation (First Year) Program Courses. For more information about the licensing and ordination admissions process, contact the UWM Credential Department, 816-434-6843 or visit:

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

Students must follow the current UWM guidelines for licensing and ordination.

Admission to UWM Ordination Path

To apply, students must:

1. Have fulfilled the requirements 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 or contact the UWM Credentialing Department at 816-434-6843.
2. Have completed the UUMS Ministerial Preparation Program (First-Year) courses, or completed SEE or Licensed Unity Teacher certification by UWM.
3. Be at least 21 years of age
4. Be currently active in a Unity ministry for at least a year
5. Submit official transcripts from the Bachelor's degree and UWM
6. Successfully attend all licensing and ordination reviews

NOTE: Students who do not apply to the UWM Ordination Path after completion of the 18 Ministerial Preparation courses risk delaying ordination.

Unity Urban Ministerial School Internship

Students in their fourth and final year of study in the UUMS Ministerial Studies Program, and who have been accepted to the UWM Ordination Path, are required to complete a 9-month internship at a Unity Church or Center under the guidance of an approved ordained Unity Minister in good standing with UWM, 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**

	1	
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
H11003 Jesus Christ Heals – Jail and Prison Ministry		30
HI1004 Introduction to World Religions		20
HI1005 Search for the Historical Jesus		20
HI1006 Introduction to Theology		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 21st 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
UUM4205 New Church Planting	30
UUM4207 Trends in Ministry	20
UUM4208 Ministry Marketing	20
UUM4305 The Minister and the Local Church	40
UUM4306 Diversity and Inclusive Ministry	20
UUM4307 Creating Beloved Community	30
UUM4308 The Soul of Ministry, Creating Healthy Congregations	30
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: \$25 (one-time, non-refundable)

Tuition for First-Year Ministerial Preparation Courses: \$150 per course

Tuition for Second/Third/Fourth Year Ministerial Studies Courses:

One Class: \$300

Two Classes: \$600

Three to Five Classes: \$900

NOTE: For more than five classes, tuition is \$300 per each additional class.

Payments

Unless other arrangements are made and approved by the UUMS Executive Director, all accounts must be paid before the end of the first week of class.

Refund Policy

The one-time, \$25 application fee is non-refundable. All other tuition and fees paid by the applicant/student shall be refunded if requested before the end of the first week of class. Payments will be refunded within 30 days.

Complaints

It is recommended that issues be taken up with the Executive Director at director@uums.org. Students wishing to make a formal complaint may contact the State of Michigan at www.michiganps.net.

Academic Records

All permanent academic records are maintained by UUMS. These records included credits transferred from other schools that apply toward the student's certification requirements at UUMS. Transcripts are updated at the end of each term. Students are also encouraged to maintain copies of their records.

Appeals Process

Appeals regarding student's status in the program, and exceptions to academic policies and regulations are to be submitted in writing, with supporting documentation, to the student's Academic Advisor. The final decision rests with the UUMS Executive Director.

Information regarding credit allowed for previous education and training

Students who have taken ministerial courses through UWSI may receive up to 400 transfer credits for courses equivalent to Second/Third Year courses at UUMS.

Evaluations and Accountability

Overall Accountability

Students admitted to UUMS 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 course work.

Recording of Academic Evaluation

Evaluation of assignments within each term will be for the purpose of giving students regular, accurate progress information 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>	<u>Grade</u>
Excellent	500	A
Above Average	400	B
Acceptable/Passing	300	C
Incomplete	299	I

Incomplete (I)

Faculty has the option of assigning the grade “I” (Incomplete) where the assignments have not been completed. Students may contact the instructor to complete assignments as soon as possible. All Incomplete assignments must be made up within five (5) weeks following the end of the term. An additional five weeks may be requested in the event of extenuating circumstances on an individual basis.

Scholarship

Students who have completed the first year of study with UUMS with a B average or better may apply for the Charles and Myrtle Fillmore Scholarship.

Registration

Enrollment in a course is not official until the Administration has processed the proper registration forms and all financial obligations have been met or payment arrangements have been approval through the appropriate channels. No credit will be received unless tuition has been paid in full by the last day of the term.

Withdrawal

Students wishing to withdraw from a course must obtain approval from their Advisor and the UUMS Curriculum Coordinator. Students who do not officially withdraw from the term will receive a final grade of I in each enrolled course.

Attendance

All students are required to attend ALL mandatory meetings and licensing and ordination reviews.

Re-Entrance

Upon request and approval of the Executive Director, students may re-enter the UUMS Ministerial Studies Program and complete the required courses within a 10-year period.

Transcripts

Federal law requires that all transcript requests be made by the individual student. Such requests should include:

- Student's name and, if applicable, maiden name
- Date of last attendance or certificate earned with date of graduation
- Name and address where the transcript should be sent
- A fee may be required for copying and mailing transcripts to non-Unity organizations

Family Education Rights and Privacy Act (FERPA)

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

- The right to inspect and review the student's academic records within 45 days of the day UUMS receives a request for access. Students should submit to the Registrar a written request identifying the record(s) they wish to inspect. The Registrar will arrange 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 asks for the record to be changed. If UUMS decides not to amend the record as requested, 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 personally identifiable information contained in the student's academic 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 UUMS, 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

**MINISTERIAL PREPARATION PROGRAM (FIRST-YEAR)
COURSE DESCRIPTIONS**

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 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.

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.

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.

**MINISTERIAL STUDIES PROGRAM (SECOND/THIRD YEAR)
COURSE DESCRIPTIONS**

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 21st 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.

UUM4207 Trends in Ministry**20 hours**

Trends in Ministry The forms of ministry evolve and change over time, so an awareness of current trends facilitates effective creative expression in ministerial vocation. Students will study key current trends in ministry including: traditional and alternative forms of ministry; alternative services and community structures; creative arts in ministry; spiritual social action and delivery mechanisms. Students will explore how to develop new programs and work with existing Unity initiatives such as "Earth Care" and "Fresh Expressions."

UUM4208 Ministry Marketing**20 hours**

This course provides an overview of marketing as it applies to ministry and as an application of Unity Principles. The course covers marketing planning, budgeting, evaluating and organization so that students are able to implement what they've learned right away. In addition, the course focuses on marketing in the digital age – social media marketing, search engine optimization, web page design and tools such as live streaming, YouTube channels and developing internet congregations and classrooms. Students will explore developing and organizing resources as well as communicating and promoting activities to multiple customer segments.

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.

UUM4307 Creating Beloved Community**30 hours**

This Beloved Community Course examines the global vision of Professor Josiah Royce (originator of the term) and Dr. Martin Luther King, Jr. that calls for the healing of racism, all forms of discrimination, bigotry, and prejudice and the establishment of an all-inclusive expression of sisterhood and brotherhood. The development of churches, nations and a world in which poverty, hunger, and homelessness are eradicated in the name of human decency is the goal.

UUM4308 The Soul of Ministry, Creating Healthy Congregations**30 hours**

Church communities are effective and sustainable resources for spiritual transformation to the degree that they live the principles they teach. When spiritual principles are expressed as integrity in relationships, fair and effective decision-making processes, and authentic inclusion, ministries flourish and people mature. Grounded in the perspective of family systems theory, this course prepares ministers to understand the dynamics of the church system, take responsibility for managing self rather than trying to control others, and utilize healthy boundaries to foster creativity, harmony, and soul development.

UUM4500 Fourth Year Internship/Practicum

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

UUM5000 Fourth Year Internship/Project

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

MINISTERIAL INTERNSHIP (FOURTH YEAR)

The following documents can be found on the UUMS website: www.uums.org

- Handbook for Internship in Church Ministry
- Handbook for Spiritual Leader

Internship Project - a special project led by each class of Interns builds on the work of the previous class of Interns. These projects support the continued growth and development of UUMS and the UUMS Alumni Association.

For more information, contact the Executive Director; director@uums.org