



## 2012 Local Pastor's Resident License School

The 2012 Resident Local Pastor License School will be held July 15 – 27, 2012 at the St. Joseph Center, 1440 Division Road, Tipton, IN 46072-8584. The difference between this school and the Four Weekend School, held in the spring, is that it only requires you to be away from your home/church for one weekend

### **History**

The School has been in continuous operation for two weeks each summer since 1965. It was established by the Indiana Area United Methodist Church to provide a dynamic means of study to fulfill the strict requirements for the Local Pastor's License. Up to fifty adults from Indiana and the surrounding states may attend the School each summer.

### **Admission Requirements**

The Board of Ordained Ministry of the Indiana Conference requires that a person attending Local Pastor License School “must have completed Candidacy Studies and be certified as a Candidate for Ministry before being accepted by a Licensing School.” Your District Superintendent’s recommendation and approval is also needed for admission. Completion of the License School meets a portion of the requirements of the licensing process but the school does not grant the Local Pastor's License. Your Superintendent has that privilege after your satisfactory completion of the License School, approval by the District Committee on Ministry, and your appointment to a church or extension ministry. Deadline for submitting an application for the 2012 session is July 1, 2012.

### **Location**

The St. Joseph Center is north of Tipton, Indiana. The Center is located one mile north of State Road 28 on State Road 19 and ½ mile west on Division Road. The address is 1440 W. Division Road, Tipton, IN 46072 if you wish to get an Internet map.

### **Recreation**

Students are encouraged to bring their own recreational equipment. There will be free time on Sunday afternoon for recreation. A local park, swimming pool and golf course are available.

### **Living Accommodations**

You will reside in a comfortable, air conditioned, semi-private room. (Private Rooms may be obtained, based on availability, for an additional \$150.00.) Each room is equipped with a ceiling fan, window air conditioner, desk, lamp, closet and private bathroom. Linens & towels are furnished. If a private room is desired, please call Rev. Jim Butler, Dean at 317-481-8680 to reserve one.

## **Other things you may want to bring**

You are welcome to bring a laptop computer if you want to take notes during class (it should only be used for that purpose unless an instructor directs otherwise) and for preparing homework during breaks and in your room. (DON'T FORGET TO BRING YOUR POWER CORD). If you do not bring a printer, one will be made available to you, but you will need to bring a memory "stick" to transfer what you need to have printed to the Local Pastor School computer and printer. The facility where we will be having class sessions has wireless access to the Internet, which can be used during breaks or during free time. Since students will be signing up to lead our morning "Prayer and Praise" sessions, if you have music that you would like to share with the rest of the students or if you play an instrument, feel free to bring them along.

## **What to Wear**

Please bring very casual, comfortable and cool clothing. Free laundry facilities & Soap/Softener are available. In addition, please bring clothing that will be appropriate for Sunday Morning Worship at a local church.

## **Banking and Medical Services**

Bank Card and banking services are available in Tipton. Medical and hospital services are nearby and available on a private fee basis.

## **Expectations and Accountability**

Registration is from 6:00 – 7:00 P.M. the opening Sunday of the school. Students are expected to be moved in & present for orientation at 7:00 p.m. The school is a concentrated learning experience and our first evening together will include both Orientation & Worship. A "Normal" school day begins with Morning Praise & Prayer at 7:30 A.M., includes six classes for learning, and concludes approximately by 9:00 P.M.

**Prompt attendance and attentiveness are expected at worship and class sessions!**

**Students absent for more than one-half day of School will be withdrawn without credit!**

The School is in session from 7:00 p.m., Sunday of Week One and concludes on Friday of Week Two before noon. Students must remain at the school during the middle weekend for classes if scheduled, testing, study, and special school programs. Families are welcome to come on Sunday for worship and/or afternoon free time.

If you are serving a church, arrange to have all of your pastoral duties covered, including pulpit supply for the fourth Sunday in July. This time at school is not to be considered a vacation or a vacation Sunday by you or your church. If you have any questions or concerns regarding this information, please check with your District Superintendent.

## Financial Cost of School

The Indiana Conference of The United Methodist Church provides the primary costs of the Local Pastor's License School. Students are asked to help pay a portion of the cost of the school by paying for their Room & Board:

<b>Students from:</b>	<b>Indiana</b>	<b>Out of State</b>
Registration Fee	\$20.00	\$220.00
Room and Board	<u>\$630.00</u>	<u>\$630.00</u>
Student's Total Portion	\$650.00	\$850.00

\*\*Private Rooms are available for an additional \$150.00\*\*

You may pay the registration fee with your application and later send a check for \$630 (\$780 if you wish to have a private room) or you may send the full amount with your application. Make checks payable to: **Indiana Conference UMC** (with Resident LPLS in the Memo Line) and mail to: Indiana Conference UMC, c/o Sandy Harlan, 301 Pennsylvania Parkway, Suite 300, Indianapolis, IN 46280. You may also bring your "room and board" check to 6:00 registration the opening day of school. You will want to bring some extra cash for snacks, refreshments & some weekend meals.

## Courses, Staff and Books

All Reading marked with \*\* MUST be READ PRIOR to the opening of school.

### Biblical Roots of our Faith

**Leader:** The Rev. David C. Schramm, Retired Pastor and former District Superintendent

**Books:** **The King James Bible** and one other version, your preference (bring with you)

**Strong's Exhaustive Concordance of the Bible with Hebrew, Chaldee and Greek Dictionaries** (to be distributed at school, if you do not have a copy) **if you have a copy, be sure to bring it.**

### Education Ministries in the Church

**Leader:** Marlene Fenstermacher, Consecrated Diaconal Minister in the Indiana Conference

**Books:** **\*\*Christian Education in the Small Church** by Karen Tye

### Organizing the Local Church for Ministry and Mission

**Leader:** The Rev. James Butler, Retired Pastor and former Conference Secretary

**Books:** **\*\*Administration in the Small Membership Church** by John H. Tyson

**The 2008 Book of Discipline of The United Methodist Church**

## **Pastoral Aspects of Ministry**

**Leader:** The Rev. Dr. Marvin E. Grooms, Retired Pastor serving Pleasant Chapel UMC in the Indiana Conf. Since 1983 he has been a member of the American Association for Marriage and Family Therapy and for Eight years taught “Ministry Supervision” for United Methodist students attending the Associated Mennonite Biblical Seminary in Elkhart, Indiana.

**Books: \*\*Pastoral Care in the Small Membership Church** by James L. Killen, Jr.

**Listening & Caring Skills** by John Savage

## **Preaching**

**Leader:** The Rev. Dr. Gary L. Forbes, Retired Pastor

**Books: \*\*From Pew to Pulpit** by Clifton F. Guthrie

**Biography of a Beggar: And Other Sermons** by Rev. Dr. Gary L. Forbes (this book will be distributed at school)

## **Worship**

**Leader:** The Rev. Jack Hartman, Retired Pastor

**Books: \*\*Worshipping with United Methodists** by Hoyt L. Hickman

**The United Methodist Book of Worship**

**The United Methodist Hymnal**

**The United Methodist Statement on Baptism (download & print it**

**or save it to your computer hard drive for use at the school)**

<http://wesleyumcsd.org/articles/by-water-and-the-spirit-a-united-methodist-understanding-of-baptism/>

## **Books You Need to Purchase or Borrow for the school**

The following books can be purchased at Cokesbury.com if you do not have them

(all costs are approximate, sometimes Cokesbury has online sales):

<i>The United Methodist Hymnal (no discount)</i>	\$20.00
<i>The United Methodist Book of Worship (no discount)</i>	\$30.00
<i>The Book of Discipline of The United Methodist Church (no discount)</i>	\$20.00

**Books You Will Need to Purchase from Cokesbury (the bundle is only available from them)**

\*\*Local Pastor School Bundle of Books (Item #9780687654826): \$27.72

- *Administration in the Small Membership Church*
- *Christian Education in the Small Church*
- *Pastoral Care in the Small Membership Church*
- *From Pew to Pulpit: A Beginner's Guide to Preaching*
- *Worship with United Methodists*

*Listening & Caring Skills (Item #9780687017164)* \$11.34

**Books To Be Distributed**

The following books will be distributed at the school for those who do not have them. PLEASE remember to bring a check or cash to pay for these items, as they are NOT included in your room & board fees.

*Strong's Exhaustive Concordance* \$17.00

*Biography of a Beggar: And Other Sermons* \$17.00

*Testing Material, printing supplies & Course Handouts* \$30.00

**Approximate Total Cost \$64.00**

If you have Strong's or Biography, please bring it to the school and the cost of the book will be deducted from your book cost.

We look forward to receiving your registration to the Resident Local Pastor License School 2012. I will personally look forward to meeting you at registration. May God bless you as you prepare to come to the school.

Jim Butler, Dean

**My information in case you have a question or need to contact me before school begins:**

Rev. Jim Butler, 7130 Gillespie Court, Indianapolis, IN 46214

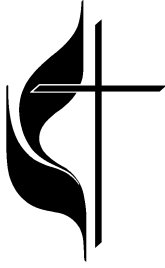
Phone: 317-481-8680, Cell: 317-727-6474

Conference E-mail: [jim.butler@inumc.org](mailto:jim.butler@inumc.org)

Home E-mail: [jimnbeck@sbcglobal.net](mailto:jimnbeck@sbcglobal.net)

# Indiana Conference Resident Local Pastor License School

## REGISTRATION



DEAN: Rev. Jim Butler  
7130 Gillespie Court  
Indianapolis, IN 46214-3639  
Phone 317 481 8680  
E mail [jim.butler@inumc.org](mailto:jim.butler@inumc.org)

REGISTRAR: Rev. Sandy Harlan  
301 Pennsylvania Parkway, Suite 300  
Indianapolis, IN 46280  
Phone 317-564-3252, Ext. 1005  
E mail [sandy.harlan@inumc.org](mailto:sandy.harlan@inumc.org)

Mr./Mrs./Ms. \_\_\_\_\_ Spouse's Name \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_

State \_\_\_\_\_ Zip \_\_\_\_\_ Phone (     ) \_\_\_\_\_ Cell \_\_\_\_\_

E-mail address \_\_\_\_\_ Date of Birth \_\_\_\_\_

Emergency Contact: Name \_\_\_\_\_ Phone \_\_\_\_\_

Medical or physical restrictions \_\_\_\_\_ Dietary requirements \_\_\_\_\_

Conference \_\_\_\_\_ District \_\_\_\_\_

District Supt. [Print name] \_\_\_\_\_ Supt. address (if out of State) \_\_\_\_\_

Signature of District Superintendent \_\_\_\_\_

Your Church Appointment [if any] \_\_\_\_\_

College (if still attending school) \_\_\_\_\_ Degree \_\_\_\_\_ Date \_\_\_\_\_

Present Employment \_\_\_\_\_

Date of Application \_\_\_\_\_

Your Signature \_\_\_\_\_

A Local Pastor's License is issued through the District Superintendent only when the person has completed Candidacy for Ministry, Local Pastor School, and is appointed to a charge

**AN INCOMPLETE APPLICATION WILL BE RETURNED TO THE SENDER!**  
Please complete this form and mail it with your check to Rev. Sandy Harlan, Registrar (address above)

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**Do not write below this line\_(for registrar use only)**

Registration Deposit \$ \_\_\_\_\_ Check # \_\_\_\_\_ Date \_\_\_\_\_

Tuition Payment \$ \_\_\_\_\_ Check # \_\_\_\_\_ Date \_\_\_\_\_

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I HAVE FULFILLED THE REQUIREMENTS TO ATTEND

LOCAL PASTOR'S LICENSE SCHOOL

SPECIFIED IN THE 2008 **BOOK OF DISCIPLINE**, Paragraph 311

1. I have had a year of membership in good standing in the United Methodist Church, including a year of service in the church. Para. 311.1.a

The name of the church is:

Name \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_

2. High school graduation or high school equivalency. Para. 311.1.e

List the High School.

High School \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_ Graduation year \_\_\_\_\_

3. I completed candidacy studies, receiving a Certificate of Candidacy.

Date approved by your District Committee on Ministry \_\_\_\_\_

CHAIR OF THE DISTRICT COMMITTEE ON MINISTRY SHALL CERTIFY COMPLETION

Name of the approved Candidate for Ministry \_\_\_\_\_

Name of Chair of the District Committee on Ministry (print) \_\_\_\_\_

Signature of DCOM Chair \_\_\_\_\_

District of the Approved Candidate for Ministry \_\_\_\_\_

Signature of the Candidate for Ministry Seeking to attend Resident Local Pastor School

Signature \_\_\_\_\_