



All About Post-Grad Credits

What are post-grad (post-graduate) credits and do I need them?

All Unity ministers and licensed teachers who wish to teach SEE courses for credit must maintain at least ten (10) current post-grad credits. Post-grad credits are given for professional development courses or workshops which improve teaching, communication or ministry skills. You must be the student...not the teacher.

Credits are valid for three years and are based on the number of hours you participated. Credits are calculated by the hours spent in the classroom. Examples: 1-5 hours in a workshop = 5 credits / 6+ hours = 10 credits.

What kind of classes would count for credit?

There are several options for classes, workshops or Unity events. To be eligible for post-grad credit, a workshop/course must provide tools for professional growth and directly benefit your skills in ministry, teaching or communication.

Some options are:

- Any regional Unity conference or Unity People's Convention.
- SEE classes at Unity Institute or local ministries that you haven't taken.
- SEE/courses that have been changed/revised since you took them.
- Classes from the Ministry and Religious Studies program at Unity Institute.
- Non-Unity classes/workshops for professional growth that provide professional growth and improve your communication, teaching or ministry skills.

If in doubt, request advance approval from edast@unity.org.

How does Unity Worldwide Ministries know that I've taken a class to update my credits?

To receive post-grad credit for a course, you must complete a *Request for Post-Grad Credit* form, attach a copy of the course/workshop documentation showing course content, date, length, facilitator, etc. Return completed form to: **Unity Worldwide Ministries, PO Box 610, Lee's Summit, MO 64063.**

What happens if my credits expire?

You will be unable to teach SEE classes for credit until your post-grad credits are updated. Unity Worldwide Ministries provides updated post-grad credit information to Unity Institute. Unity Institute verifies the instructor's post-grad credit eligibility when entering SEE credit for students. If the instructor's post-grad credits have expired, the students who took the class will **not** receive SEE credit until the teacher's credits are current.

I had 100 hours worth of work and you only show 10 credits. Why?

We only track the ten most recent credits (course)—those credits which will extend your "current" status the farthest. We do keep a list of courses and year taken, but recommend that you also keep copies of any documentation you send us.

How much does it cost to register my credits with the Unity Worldwide Ministries?

There is no fee. Due to the support of our tithing spiritual communities, Unity Worldwide Ministries is able to register your post-grad credits at no charge!

Who do I contact if I have questions or want credit for class/workshop or if I am putting on an event and would like it approved for postgraduate credits?

Questions about post-grad credit should be directed to the Executive Assistant, Education, Leadership and Ministry Development Department at Unity Worldwide Ministries. You can contact us at: 816-434-6861 or edast@unity.org

Ministry and teaching are journeys of amazing growth and fulfillment. We want you to grow and unfold as a minister and teacher, and post-grad work is part of that encouragement.

Please don't hesitate to contact us if you have further questions.

Unity Worldwide Ministries
Education, Leadership and Ministry Development
816.434.6861 edast@unity.org