



Continuing Education Units (CEUs) for Ministers and Spiritual Leaders

1.0 Purpose

The purpose of this policy is to provide standards which support the ongoing growth and development of Unity Worldwide Ministries (UWM) ministers and spiritual leaders.

2.0 Scope

This policy applies to all:

- 2.1 Ministers licensed or ordained by UWM
- 2.2 Licensed Unity teachers serving as spiritual leaders
- 2.3 Individuals serving under special dispensation in a UWM member ministry
- 2.4 Related policies: Special Dispensation, Credentialing

3.0 Policy

- 3.1 All ministers and those serving under special dispensation are required to complete a minimum of five (5) CEUs each year.
 - 3.1.1 In addition to required CEUs, all ministers and spiritual leaders must also take the following mandatory trainings:
 - 3.1.1.1 One (1) hour of UWM ethics/boundaries training each year.
 - 3.1.1.2 One (1) hour of inclusivity training every year.
- 3.2 Newly licensed or ordained ministers will receive credit for five (5) CEUs, one (1) hour of ethics/boundaries training, and one (1) hour of inclusivity training.
- 3.3 All CEUs must be aligned with the standards and rubrics defined by our Standards and Credentialing Teams.
- 3.4 To teach Unity courses for credit or to apply for re-entry or employment in a UWM member ministry, ministers must have CEUs up to date.

4.0 Definitions

- 4.1 A **Continuing Education Credit** (CEU) is a measure used for ongoing education used to assist professionals in maintaining their certification.
- 4.2 **Special Dispensation** is a UWM policy that allows individuals not ordained by Unity to serve as the leader of a UWM ministry on a temporary basis while they obtain a Unity ordination.
- 4.3 A **Spiritual Leader** is an individual serving under special dispensation who is a licensed Unity teacher or an ordained minister of a denomination other than Unity.
- 4.4 **Ministry Skills Consultants** are individuals certified through UWM to provide consulting services to our members.

5.0 Responsibilities

- 5.1 UWM's **Member Services** will approve educational programs for CEUs and track CEUs earned.
- 5.2 UWM's **Member Services** will collaborate with appropriate Unity leaders in the development of annual ethics/boundaries and inclusivity training.
- 5.3 **Regional Representatives and/or Ministry Skills Consultants** are authorized to provide the required boundaries/ethics training at the regional level. This mandatory annual training will also be made available by UWM in multiple formats such as online and at convention.

6.0 Procedures

- 6.1 One (1) hour of class time is equivalent to one (1) credit hour.
- 6.2 Credit hours do not carry over from year to year.
- 6.3 The first time a minister teaches an approved class, he/she may receive CEUs.
- 6.4 CEUs can be earned in the following ways:
 - 6.4.1 Courses taken through Unity Worldwide Spiritual Institute.
 - 6.4.2 Courses taken through Unity Urban Ministerial School.
 - 6.4.3 Trainings or webinars offered by Member Services.
 - 6.4.4 Workshop attendance in a UWM convention seminar.
 - 6.4.5 Workshop attendance in a regional conference seminar that has been pre-approved for CEUs.
 - 6.4.6 Obtaining approval through Member Services to use a seminar training for CEUs.
- 6.5 Annual ethics/boundary training will be provided by UWM with a focus on a different topic each year. To ensure that these trainings are readily available, these trainings will be delivered in multiple ways, including:
 - 6.5.1 Online format.
 - 6.5.2 Trainings conducted in the region by Regional Representatives or Ministry Skills Consultants.
- 6.6 Inclusivity training is available through multiple community organizations. Individuals must obtain approval through the Credentialing Coordinator to use these trainings to meet the mandatory inclusivity training requirement. UWM will also develop inclusivity trainings and make them available at convention or online.