

# Unity Worldwide Spiritual Institute

## *Spiritual Education: A Journey into the Light*

*Unity Worldwide Spiritual Institute offers high quality education by outstanding ministers and other professionals to inspire positive spiritual transformation of individuals and the world.*



## Ministerial and Religious Studies Academic Catalog and Handbook 2021-2022

Physical Address: 1901 NW Blue Parkway, Unity Village, MO 64065

Mailing Address: 200 Unity Circle N, Suite A, Lee's Summit, MO 64086

[www.unityworldwideministries.org/uwsi](http://www.unityworldwideministries.org/uwsi) 816.524.7414

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# Welcome to Unity Worldwide Spiritual Institute!

You have taken a significant step in your journey to a more compassionate and illumined life with your decision to further explore and enrich your spiritual awareness and practices. Congratulations!

Whether your primary interest is in personal development, spiritual practices, scriptural studies, skills for serving in your local ministry or a path to professional Unity ministry, we offer courses to meet your needs.

Unity Worldwide Spiritual Institute's Ministerial & Religious Studies (M&RS) program's interactive online courses will build your knowledge and skills in all aspects of ministry, while the rich experience of the instructors and your peers will nurture and inspire you on your journey and further develop you emotionally and spiritually.

In addition to offering the unique Unity approach to practical spirituality and holistic perspective on Truth, our programs are high quality, affordable, and accessible.

- Our program is the latest evolution of a spiritual education tradition that spans over a century.
- Our faculty consists of accomplished and dedicated professionals who are engaged in spiritual work and leadership.
- Our state-of-the-art Blackboard Learning system provides the most effective online educational tools, including face-to-face real time interaction.
- Our blended "mostly distance learning" approach enables us to offer high quality education without the overhead of maintaining a physical campus. Hence, we are able to offer courses at costs far below comparable programs that have campuses to maintain.

Students can study in the comfort and convenience of their homes, part-time or full-time.

Some Unity leadership courses have components that require a week of studies at our headquarters near Kansas City, Missouri. While there, students can explore historic and beautiful Unity Village as well as points of interest in Kansas City.

Begin your journey in Ministerial and Religious Studies by browsing through these pages and exploring our website: [www.uwsi.org](http://www.uwsi.org).

We look forward to helping you discover your potential as one of tomorrow's innovative spiritual leaders.

Blessings,



Rev. Diane Venzera,  
Director of Services, Resources and Events  
dvenzera@unity.org

## Introduction

Unity Worldwide Spiritual Institute's education program supports the vision of Unity Worldwide Ministries.

### Unity Worldwide Ministries' Vision for the World

A world powerfully transformed through the growing movement of shared spiritual awakening.

### Unity Worldwide Spiritual Institute's Vision, Mission and Values

#### Vision

We are the leading worldwide educational network empowering people on their spiritual journey.

#### Mission

Empowering people on their journey with practical, progressive teachings that ignite spiritual awakening and transformation.

#### Values

**Empowering** – Our courses and instructors empower the learners to take control of their own pursuit of an enlightened and compassionate life.

**Liberating** – Our courses and instructors help liberate the learner from ineffective, outmoded beliefs and practices.

**Inspiring** – Our courses and instructors inspire the learner to reach higher, be open to “the greater,” love more deeply in all circumstances and relationships.

**Embracing** – We lovingly embrace diversity while standing tall in our teachings.

**Exploring** – We go to the growing edge of knowledge, ideas, technology and connections.

### *A Brief History of Unity Education*

Unity had its beginning in the troubles of a 19<sup>th</sup> century American couple, Charles and Myrtle Fillmore. Myrtle had been diagnosed with terminal tuberculosis. Charles had chronic pain and a withered leg, the result of a childhood accident. They struggled to make ends meet as they raised their three sons in the “semi-wild west” of Colorado, Missouri and Texas. Myrtle was determined to find a way to recover from her illness while Charles, despite his physical challenges, worked industriously to make a living in the “boom or bust” real estate market of the day.

The couple, seeking relief, attended a lecture that changed their lives. The lecturer taught about a “New Thought” philosophy, which was healing and helping people through affirmative prayer. One of his affirmations struck a chord in Myrtle and led her to experiment with the effects of spiritual affirmative thinking on her body. After much inner work, Myrtle recovered and began to help others with healing. Charles too followed an inward journey that led a connection with Spirit and a “Higher Mind.” As Christians, the couple connected their own healing work with the teachings of Jesus Christ and came to believe and teach what they called “Practical Christianity” and “Unity.” The word “Unity” represented for them the ideal and spirit of their life mission: unity of science and religion, unity of all people in a spirit of love, and unity of humanity with the Divine.

The Fillmores began their spiritual work with a prayer healing ministry, informal teaching, and publication of a magazine, originally called *“Modern Thought,”* first published in 1889. Through their magazine, the Fillmores began a “Society of Silent Help,” a prayer community with members all over the United States. Once they were inspired to call their work “Unity,” *“Modern Thought”* became *“Unity Magazine”* and the Society of Silent Help was renamed “Silent Unity.” Silent Unity evolved into a 24/7 prayer ministry call center, located at Unity Village. Local ministries and individuals still join with Silent Unity in prayer. Silent Unity has received millions of calls and countless unsolicited testimonials to answered prayer. It also has published the popular daily devotional magazine *“Daily Word”* for nearly a century. *“Unity Magazine”* continues in publication and Unity has expanded publishing activities to include books, pamphlets and CDs.

The informal teaching of the Fillmore’s quickly evolved into a school: “The Unity School of Christianity,” teaching their understanding of Practical Christianity to neighbors and others. Over time, the local Silent Unity prayer groups became teaching centers and then Sunday meetings – in effect, churches. A demand developed for trained Unity leadership, teachers and ministers, so the Unity School began programs to prepare people for such leadership. Originally the Unity leadership program offered a correspondence course by mail and “Intensives” which were taught in live two-week sessions in Kansas City.

After World War II, some veterans who aspired to become Unity Ministers requested a full-time program so they could use their GI educational benefits for ministerial education. From the late 1940’s to 2016 there was a full-time Ministerial program at Unity Village as well as a program for spiritual development and Licensed Teacher education. The Association of Unity Churches (now called “Unity Worldwide Ministries”) incorporated, in part, to provide placement of Ministers into churches and to do Ministerial Education. The Association operated the program from 1967 until 1982. The education program was then transferred to the Unity School of Christianity (now called “Unity World Headquarters”). In 2016 the education program was transferred back to Unity Worldwide Ministries to operate as today’s online education program, returning to its original form of mostly distance learning plus “Intensives.”

The basic principles of Unity have remained at the heart of the education program through all the institutional changes. There is a spirit of Unity people that is inclusive, non-judgmental, forgiving and open. Individuals in Unity tend to be individualistic in their thinking and approaches to spirituality and belief; yet all are in Unity because they resonate with the basic principles and the spirit of the community. Now Unity Worldwide Spiritual Institute continues the education tradition, principles and spirit of Unity.

## ***Educational Philosophy***

Unity Worldwide Spiritual Institute (UWSI) operates on the principle that education is a primarily a process of drawing forth knowledge and potential from within the consciousness of the student. The UWSI education process honors the inherent wholeness and wisdom within each person.

The Ministerial and Religious Studies (M&RS) courses are meant and designed to be more than just “head” or intellectual knowledge. They are intended to support critical thinking, individual exploration, and deepening and maturing of spiritual understanding and practices. Major intents of Unity’s ministerial education are to support individuals in developing the consciousness and skills of emotional and spiritual maturity and to build skills for successful ministry.

UWSI seeks to provide high quality education through using best practices for online instructional design and Accelerated Learning methodology. We also aim to make our programs as accessible and affordable as possible in conjunction with holding to the highest possible standards of education. In keeping with these purposes, we provide most course delivery online while offering “intensives” through on-site live course work. This “blended learning” approach is necessary to assure that students have significant live human interaction that is crucial for emotional and spiritual maturity and as preparation for spiritual work.

In the process of education there is a shared responsibility among students, faculty and administration. Administration is responsible for providing an effective educational environment. Faculty is responsible for supporting learning through sharing of expertise and resources for learning. Students are responsible for their own motivation, openness and doing the work necessary to succeed in the learning process.

## ***Course Delivery***

### **Blended Learning: Blackboard Virtual Classrooms and Onsite Intensives**

Unity Worldwide Spiritual Institute strives to make our programs accessible and affordable, while offering a high-quality and practical educational experience. We seek to support students' spiritual development and prepare students to be effective and successful spiritual leaders in the Unity movement. To attain these objectives, we have instituted a "blended learning" approach in our programs.

Blended learning consists of two types of course delivery: online and onsite.

The online course delivery allows teachers to teach and students to take courses without relocating. Teachers in online programs often serve as adjunct faculty while working full-time in other careers; this approach keeps operation costs low while providing access to a wider range of professionals located all across the United States and potentially in other nations. Meanwhile, students can take courses full-time or part-time while maintaining their employment and home base. This approach makes education more affordable and accessible than it is when campuses must be physically maintained.

On the other hand, there are aspects of preparation for spiritual leadership that cannot be delivered with high effectiveness through exclusively online courses. Aspiring ministers must speak to physically present listeners and interact with people in a personal face-to-face context. People skills are more fully developed and assessed in extended interaction that is not available through purely online education. Community spirit develops more easily and fully in personal interaction than in virtual space. For these and other reasons, UWSI has an in-person element of education we call "Intensives." Intensives are week-long programs in which students attend classes at Unity headquarters. The Intensives are offered twice a year and provides students the opportunity not only to interact in person with each other and faculty, not only to make presentations in a live in person context, but also to visit the historic and beautiful Unity Village campus, home of Silent Unity, Unity publications and, for over a half-century, home to Unity education programs.

## ***Accreditation***

We hold our program to high standards of academic, spiritual and financial integrity. The officers and Board of Unity Worldwide Ministries (UWM) have oversight of the UWSI program to assure that integrity. The UWSI Education Department and UWM Executive Leadership Team are committed to meeting educational standards appropriate to a graduate seminary and spiritual development program.

The primary reasons schools seek official accreditation are to attract students, to make students eligible for Federal education loans and to be competitive with similar educational institutions. UWSI offers scholarships to defray student costs and is also far more affordable than most graduate schools. We are one of the very few "New Thought" ministerial schools and have a much larger network of ministries than any similar program, so we are already competitive in the particular type of education we offer.

Unity has been preparing men and women for ministry for a century, without official accreditation. Unlike many accredited institutions, Unity Worldwide Ministries assists ministerial graduates in finding placement in positions and offers continuing education to support them for success. For a century, Unity graduates have been achieving fulfilling careers as ministers in local ministries, hospital chaplains and in various alternative ministries. Because of our long history of positive results, we have no immediate plans to pursue “official accreditation” through the long and expensive process of private enterprise accrediting commissions.

## ***Unity Licensing and Ordination***

Unity Worldwide Ministries (UWM) governs the process of licensing and ordaining Unity ministers. The process includes admissions evaluations for entering the “ministry path” and periodic License and Ordination Committee interviews.

**It is recommended that students apply for admission to the Licensing and Ordination (L&O) Unity ministry path before beginning Ministerial and Religious Studies (M&RS) courses and that they take no more than 42 credit hours of M&RS courses at UWSI before applying for admissions to the Licensing and Ordination ministry path.\***

For more information about the Licensing and Ordination Unity Ministry Path admissions process, contact the Credentialing Department at 816-434-6843 or visit <http://www.unityworldwideministries.org/become-minister>.

**\*Students who begin courses prior to acceptance to the L&O Ministry Path will not complete the credentialing process until after graduation from UWSI.**

## **Ministerial and Religious Studies**

The UWSI curriculum has been designed by a team of Unity ministers and academic professionals to provide sound and thorough education for the multifaceted work of ministry. Many courses in this program were developed to provide a scholarly approach to subjects also found in university and seminary religious studies programs, so that both prospective ministers and those who wish to attain a Unity conferred Master of Divinity degree will have a solid academic background. In addition, many courses are based on current research in personal or ministry development. Finally, the Unity teachings are the basis of some courses and are incorporated into many others.

The opportunities through UWSI Ministerial and Religious Studies include:

- Master of Divinity
- Diploma in Unity Ministry
- Non-degree Program
- Continuing Education

**The *Master of Divinity (M.Div.)*** is a graduate degree level program in religious studies. Entry into this program requires a Bachelor’s Degree. Participants in this program may apply also for admission into the ordination path.

**The *Diploma in Unity Ministry*** consists of the same courses as the M.Div. This program does not require a Bachelor’s Degree but does require completion of an Academic Demonstration of foundational skills needed to be successful with Master’s level coursework. It is full education to prepare for ordination and placement in Unity ministry.

**The *Non-Degree Program*** is available to anyone interested in taking graduate level courses on an audit basis without earning a degree or diploma. Interested individuals may take courses marked as “open” in this catalog. **Any prerequisite requirements for a particular course must be fulfilled prior to registering for the course.**

***Continuing Education*** is designed for credentialed Unity leaders who want to delve more deeply into special areas of study, feel inspired, freshen their perspectives and skills and expand their resources.

## Enrollment and Course Registration Process

If a student has not already enrolled in Unity Worldwide Spiritual Institute (UWSI), go to the website, [www.unityworldwideministries.org/uwsi](http://www.unityworldwideministries.org/uwsi), click on the “Enroll” button and fill out the form. Registration for each quarter will begin about one month before classes start. Students may not register for a course after the first week of the quarter.

All materials submitted to Unity Worldwide Spiritual Institute in the enrollment process become the property of Unity Worldwide Spiritual Institute. Upon enrollment, materials deemed essential are kept in the Registrar’s office as part of the student’s permanent academic file.

### ***Enrollment in the Master of Divinity Program***

1. If not done previously, **submit a completed UWSI enrollment form along with the one-time \$50 enrollment fee.**
2. **Submit official transcripts.** A Bachelor’s degree is required and must have been awarded by an institution recognized as accredited by the United States Department of Education. An official transcript from all colleges/universities attended must be sent directly to the Unity Worldwide Spiritual Institute Registrar.
3. If you have not yet been accepted to the Licensing and Ordination (L&O) Ministries Path, **submit a signed copy of the Unity Worldwide Ministries Code of Ethics.**
4. **Submit a completed UWSI M&RS Enrollment Form.** (see page 11) Enrollment in the Diploma in Unity Ministry Program

Note: The Diploma in Unity Ministry program is not open to individuals holding a Bachelor’s or higher degree.

1. If not done previously, **submit a completed UWSI enrollment form along with the one-time \$50 enrollment fee.**
2. **Apply to the Unity Worldwide Ministries’ Licensing and Ordination Unity Ministry Path.** For information about the Unity Ministry Path, contact the Credentialing Department at the following: 816-434-6843 or visit <http://www.unityworldwideministries.org/become-minister>.
3. **Submit a completed UWSI M&RS Enrollment Form.** (see page11)
4. **Submit evidence of Academic Demonstration.** The purpose of the Academic Demonstration is to establish a baseline of academic skills sufficient for application to the Unity ordination path requiring graduation from Unity Worldwide Spiritual Institute. Academic Demonstration requirements:

#### **Pre-Requisites**

##### Spiritual Education and Enrichment Spiritual Development Program (SEE)

In order to be considered for the Academic Demonstration, each applicant must have completed a minimum of 8 of the required 18 SEE courses including at least two from each category (Biblical Studies & Skills, Metaphysical Studies & Skills, Prayer Studies & Skills, Unity History and Spiritual & Emotional Development).

Include a copy of your Spiritual Development Program certificate of graduation, licensed Unity teacher certificate or SEE transcript with the Academic Demonstration Application.

#### College Courses

Applicant must have specific college level courses to be considered: one English composition course and one Research and Study skills course. College courses must be taken from an accredited college. CLEP (College Level Examination Program) courses can also fulfill these requirements. UWSI course RES 050 Study, Research and Writing Skills can also fulfill this requirement.

Official transcripts are required. Request the institution(s) mail transcripts directly to: Credentialing Staff,

Unity Worldwide Ministries, 200 Unity Circle North, Suite A, Lee's Summit, MO 64086. If you have already submitted transcripts in conjunction with enrollment to UWSI or the UWM Field Program (FP), second copies are **not** necessary. Please indicate transcripts are on file with UWSI or the UWM Field Program (FP).

5. If you have not yet been accepted to the Licensing and Ordination (L&O) Ministries Path, **submit a signed copy of the Unity Worldwide Ministries Code of Ethics.**
6. An official transcript from all colleges/universities attended must be sent directly to the Unity Worldwide Spiritual Institute Registrar. Email: [Registrar@unity.org](mailto:Registrar@unity.org).



**UWSI M&RS Enrollment Form**

Unity Worldwide Spiritual Institute  
Attn: Registrar  
200 Unity Circle North, Suite A  
Lee's Summit, MO 64086  
[registrar@unity.org](mailto:registrar@unity.org)

This form will allow you to register and be approved to take M&RS (Ministerial & Religious Studies) courses. It does *not* guarantee acceptance into the Ministerial Pathway or Credentialing.

**Personal Information** Please print or type

Name \_\_\_\_\_  
Last name First name Middle Initial

Current Address \_\_\_\_\_

City/Town \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Country \_\_\_\_\_ Date of Birth (mm/dd) \_\_\_\_\_

Preferred Telephone Number \_\_\_\_\_ Primary E-mail \_\_\_\_\_

Have you attended a Unity Church:  Yes  No Date last attended: \_\_\_\_\_

If yes, name of ministry \_\_\_\_\_

Have you taken or are enrolled in all of the 18 prerequisite SEE courses?  Yes  No See the list below. If

no, what have you not taken: \_\_\_\_\_

Do you have a Bachelor's Degree?  Yes  No If so, have you had an **official transcript** sent to the Registrar at the address listed above or to Registrar@unity.org. Please list the institution(s)

Optional:

I grant permission for UWSI to share my email address with the Unity Ministerial Student Association.

Yes  No

<b>18 Required SEE Courses:</b>	
HTS 100 - Foundations of Unity	SPD 100 Unity Prayer
HTS 105 - Metaphysics 1	SPD 105 - Meditation Practices
HTS 110 - Metaphysics 2	SPD 110 - Self-Awareness
HTS 115 - Metaphysics 3	SCS 100 - Overview: Hebrew Scriptures
HTS 120 - Metaphysics 4	SCS 105 - Overview: Christian Scriptures
HTS 125 - The Twelve Powers	SCS 110 - Bible Interpretation: Hebrew Script
HTS 130 - Prosperity	SCS 115 - Bible Interpretation: Acts to Revelation
HTS 135 - Healing and Wholeness	SCS 125 - The Christ
HTS 140 - History of New Thought and Unity	SCS 120 - Jesus' Teachings

## ***Enrollment Policies***

### **Equal opportunity and nondiscrimination:**

In keeping with the inclusive nature of Unity teachings, it is the policy that Unity Worldwide Spiritual Institute be free of discrimination based on race, color, religion, sex, national origin, age, sexual orientation, and/or disability and to make reasonable accommodations for qualified individuals with known disabilities. This includes decisions regarding enrollment, administration of academic policies, financial assistance, and scholarship programs. Students with special needs are encouraged to contact the Unity Worldwide Spiritual Institute Registrar to discuss their individual needs.

### **Transfer of Credit**

Students may transfer up to 30 hours of graduate credit in the Master of Divinity program and the Diploma program, under the following conditions:

- An official transcript must be sent to the Registrar for evaluation. Transcripts are official only if they are received directly from the school attended.
- A course description and/or syllabus for each course for which credit is requested may be required.
- The course is equivalent to a course offered through Unity Worldwide Spiritual Institute and meets learning objective requirements.
- The student must have earned a minimum grade of B, or the equivalent, for a course to be eligible for transfer credit.
- The course was completed within seven years of the quarter in which the degree work at Unity Worldwide Spiritual Institute began.

Transfer credit is not included in calculating a student's grade point average at Unity Worldwide Spiritual Institute.

## **Ministerial and Religious Study Courses**

Unity Worldwide Spiritual Institute may, at suggestion of faculty, recommend or require students to take ***RES 050 Study, Research and Writing Skills***. Such recommendation or suggestion will be made if faculty considers the students skills in those areas below adequate for graduate level work.

## **Ministerial and Religious Studies Program Overview**

### ***General Overview of Program:***

#### **Academic Year:**

Consists of 4 quarters (Fall, Winter, Spring and Summer) of ten weeks each, separated by breaks of usually 2 to 4 weeks, the first quarter to beginning in September, one week off for Thanksgiving, ending prior to Christmas.

#### **Credit Hours for Graduation:**

90 credit hours will be required for graduation, including 74 credit hours of required courses, 8 credit hours in internships and 8 hours in electives.

### **Enrollment:**

Ministerial and Religious Study (M&RS) **students may enter the program at the beginning of the Fall quarter** and take any courses in that quarter for which the prerequisites have been fulfilled. Those prerequisites might either be in the Spiritual Education and Enrichment (SEE) program or the M&RS program. All M&RS courses will be available to Unity credentialed leaders if the course prerequisites have been fulfilled. Specific course prerequisites may be waived for Unity credentialed leaders at the school's discretion.

### **Open and Closed Courses:**

Some courses may have restricted enrollment sections for the students, such as Self-Awareness and Developing Emotional and Spiritual Intelligence.

- Open courses are open to the general public as long as prerequisites are met.
- Closed courses are available **only** to ministerial students on the L&O ministerial path or internship host ministers.

### **Completion Period:**

Ministerial students will be required to finish the requirements within 7 years of the initial enrollment.

### **Intensives:**

Face-to-face intensive gatherings will occur after quarters 3, 4, 7, 8 and 11. Some courses have intensive components (occurring the last week of the quarter in which the course is scheduled) and some intensives will be stand-alone without associated courses.

Intensives will be 1 week duration, with two or three courses represented. Students will have a maximum of 2 weeks of intensives in any academic year. The intensives after Spring and Summer quarters each year are scheduled to occur simultaneously with all class cohorts present to allow for bonding experiences across the cohorts (years 1 through 3 of the full-time student schedule). The location of the six orientation/intensives of the student's academic experience will be at UWSI on the Unity Village campus.

### **Internships:**

**Quarters:** Internships will occur in the student's third year (for full-time students). The first internship is 16 weeks, the second and third will be 9 weeks each. The three internships will be separated by breaks of 1 week each. The first internship will begin with the first academic quarter of the third year, spanning Thanksgiving, Christmas and New Year's. (Beginning in September thru 2nd week of January). The student is responsible for arranging the three internships in collaboration with UWSI's M&RS Student and Internship Facilitator. The school is responsible for approving the arranged internships.

**Topics:** All students on the Licensing and Ordination Unity ministry path are required to participate in a ministry internship, a clinical pastoral internship, and an alternative internship of their choosing. This alternative internship can be a second ministry internship. Other students may determine the nature of their internships with UWSI's M&RS Student and Internship Facilitator. Location of internships will be arranged by the student. The internship content will be agreed upon

between the internship sponsor and UWSI. Both content and progress will be monitored by UWSI.

**Course Load:**

It is recommended the full-time student take not more than 12 credit hours and five courses per quarter.

***Course Paths***

The Master of Divinity (M.Div) and Diploma in Unity Ministry require completion of 90 credit hours, about three years full-time. These courses may also be taken on a part-time basis. Students may take up to seven years to complete their program. To complete the program in 3 or 5 years, the following course paths are recommended. (See the following.)

## Suggested 3 Year Path for Full-time Ministerial Students

1st Year - Suggested 3 Year Path - Full Time Student						
Unity Worldwide Spiritual Institute Online Student Orientation						
Quarter 1 - Fall			Quarter 2 - Winter			
HTS 500	Introduction to Theology: A Metaphysical Perspective	3		HTS 505	Writings of Charles and Myrtle Fillmore	3
RES 050	Study Research and Writing Skills (Elective)	1		MAS 600	Pastoral Counseling Theory	2
SCS 500	Bible History: Hebrew Scripture	3				
SPD 500	Prayer and Meditation	2		SCS 505	Bible History: Christian Scripture	3
SPD 505	Self-Awareness	3		SPD 510	Developing Emotional & Spiritual Intelligence	2
Total Credit Hours		12		Total Credit Hours		10
Quarter 3 - Spring			Quarter 4 - Summer			
MAS 605	Pastoral Counseling Practice	2		MAS 610	Pastoral Counseling Studies	3
<i>with an Intensive</i>						
MAS 615	Basic Homiletics - Speaking the Message	3		MAS 620	Advanced Homiletics - The Sunday Service	3
<i>with an Intensive</i>				<i>with an Intensive</i>		
MAS 635	Ministry Administration, Staff /Volunteer Development	2		MAS 625	Creating Special Services	2
				<i>with an Intensive</i>		
SCS 510	Biblical Interpretation	3		SAS 505	Family Systems Theory	1
<i>with an Intensive</i>				<i>Intensive only</i>		
Total Credit Hours		10		Elective		2
Total Credit Hours		10		Total Credit Hours		11
Intensive #1 - 5 days – held after Quarter 3			Intensive #2 - 5 days – held after Quarter 4			
MAS 605	Pastoral Counseling Practice (16 intensive hours)			MAS 620	Advanced Homiletics (16 intensive hours)	
MAS 615	Basic Homiletics - Speaking the Message (16 intensive hours)			MAS 625	Creating Special Services (8 intensive hours)	

**Intensive #1 (continued)**SCS510 Biblical Interpretation  
(8 intensive hours)**Intensive #2 (continued)**SAS 505 Family Systems Theory  
(16 intensive hours)**Total Hours for Year 1 = 42 hours****2nd Year - Suggested 3 Year Path - Full Time Student**

Quarter 5 - Fall			Quarter 6 - Winter		
HTS 515	History of Christianity	3	HTS 510	Unity Perspectives: Foundational & Modern Unity Authors	3
SCS 515	The Quest for the Historical Jesus	2	MAS 640	Ministry Structure, Board and Governance	2
SAS 500	Inclusive Ministry	2	MAS 650	Ministry Fundraising and Development	2
	Elective	2	SCS 520	World Religions	2
		Total Credit Hours			9
		9			9
Quarter 7 - Spring			Quarter 8 - Summer		
MAS 630	Trends in Ministry	2	MAS 655	Ministry Marketing	2
MAS 660	Developing and Administering Youth & Family Ministry (YFM)* <i>with an Intensive</i>	3	SPD 515	Credo	2
MAS 665	Effective Education Principles & Practice* <i>with an Intensive</i>	3	SAS 510	Family Systems in Congregations* <i>Intensive only</i>	1
			MAS 520	Interpersonal Communication Skills* <i>Intensive only</i>	1
				Elective	2
		Total Credit Hours			8
		8			8

\*Intensive Information – see next page

Intensive #3 - 5 days – held after Quarter 7	
MAS 660	Youth & Family Ministry Intensive (16 intensive hours)
MAS 665	Effective Education Principles & Practice (24 intensive hours)

Intensive #4 - 6 days – held after Quarter 8	
SAS 510	Family Systems in Congregations (16 intensive hours)
MAS 520	Interpersonal Communication Skills (24 intensive hours)
<b>Total Hours for Year 2 – 34 Hours</b>	

3rd Year - Suggested 3 Year Path - Full Time Student			
<b>Quarter 9 - Fall</b>		<b>Quarter 10 - Winter</b>	
MAS 645	Ministry Financial Management	2	
PRA 705	Internship in Ministry (16 weeks)	4	
Total Credit Hours		6	
<b>Quarter 11 - Spring</b>			
MAS 525	Mediation Skills Intensive only (see below)	1	
PRA 715	Student-selected internship (e.g. see PRA 700-740) (9 weeks)	2	
Total Credit Hours		3	
<b>Intensive #5 - 5 days - held after Quarter 11</b>			
MAS 525 Mediation Skills (40 intensive hours)			
		<b>Total Credit Hours for 3 Year Program = 90</b>	

MAS 505	Within 5 years prior to graduation the student must attend <b>either</b> a regional or national UniTeen <b>or</b> YOU Event	1
Uniteen Event		<b>Or</b>
MAS 510		1
Y.O.U. Event		
Total Credit Hours		1

**Total Hours for Year 3 = 14 Hours**

## Suggested 5 Year Path for Part-time Students

1 <sup>st</sup> Year - Suggested 5 Year Path – Part-Time Student					
Unity Worldwide Spiritual Institute Online Student Orientation					
<b>Quarter 1 - Fall</b>			<b>Quarter 2 - Winter</b>		
HTS 500	Introduction to Theology: A Metaphysical Perspective	3	HTS 505	Writings of Charles and Myrtle Fillmore	3
SPD 500 <i>with an Intensive</i>	Prayer and Meditation	2	MAS 600	Pastoral Counseling Theory	2
Total Credit Hours		5	Total Credit Hours		5
<b>Quarter 3 - Spring</b>			<b>Quarter 4 - Summer</b>		
MAS 605 <i>with an Intensive</i>	Pastoral Counseling Practice	2	MAS 610	Pastoral Counseling Studies	3
MAS 615 <i>with an Intensive</i>	Basic Homiletics - Speaking the Message	3	MAS 620 <i>with an Intensive</i>	Advanced Homiletics - The Sunday Service	3
Total Credit Hours		5	Total Credit Hours		6
<b>Intensive #1 – 4 days–held after Quarter 3</b>			<b>Intensive #2 – 2 days – held after Quarter 4</b>		
MAS 605	Pastoral Counseling Practice (16 intensive hours)		MAS 620	Advanced Homiletics – The Sunday Service (16 intensive hours)	
MAS 625	Basic Homiletics – Speaking the Message (16 intensive hours)				
<b>Total Hours Year 1 = 21 hours</b>					

## 2<sup>nd</sup> Year - Suggested 5 Year Path – Part-Time Student

<b>Quarter 5 - Fall</b>			<b>Quarter 6 - Winter</b>		
SCS 500	Bible History: Hebrew Scripture	3	SCS 505	Bible History: Christian Scripture	3
SPD 505	Self-Awareness	3	SPD 510	Developing Emotional & Spiritual Intelligence	2
Total Credit Hours		6	Total Credit Hours		5
<b>Quarter 7 - Spring</b>			<b>Quarter 8 - Summer</b>		
MAS 635	Ministry Administration, Staff /Volunteer Dev	2	MAS 625	Creating Special Services <i>with an Intensive</i>	2
SCS 510	Biblical Interpretation <i>with an Intensive</i>	3	SAS 505	Family Systems Theory <i>Intensive only</i>	1
Total Credit Hours		5	Elective		2
Total Credit Hours		5	Total Credit Hours		5
<b>Intensive #3 - 1 day—held after Quarter 7</b>			<b>Intensive #4 - 3 days – held after Quarter 8</b>		
SCS 510	Biblical Interpretation (8 intensive hours)		MAS 625	Creating Special Services (8 intensive hours)	
			SAS 505	Family Systems Theory (16 intensive hours)	

**Total Hours Year 2 = 21 hours**

### 3<sup>rd</sup> Year - Suggested 5 Year Path – Part-Time Student

Quarter 9 - Fall			Quarter 10 - Winter		
HTS 515	History of Christianity	3	HTS 510	Unity Perspectives: Foundational & Modern Unity Authors	3
SCS 515	The Quest for the Historical Jesus	2	MAS 640	Ministry Structure, Board and Governance	2
Total Credit Hours		5	Total Credit Hours		5
Quarter 11 - Spring			Quarter 12 - Summer		
MAS 660	Developing and Administering Youth & Family Ministry	3	MAS 655	Ministry Marketing	2
<i>with an Intensive</i>					
Total Credit Hours		3	Total Credit Hours		2

Intensive #5 - 2 days – held after Quarter 11	
MAS 660 Youth & Family Ministry Intensive	(16 intensive hours)

**Total Hours Year 3 = 15 Hours**

## 4<sup>th</sup> Year - Suggested 5 Year Path - Part Time Student

Quarter 13 - Fall			Quarter 14 - Winter		
SAS 500	Inclusive Ministry	2	MAS 650	Ministry Fundraising and Development	2
	Elective	2	SCS 520	World Religions	2
Total Credit Hours		4	Total Credit Hours		4
Quarter 15 - Spring			Quarter 16 - Summer		
MAS 665	Effective Education Principles & Practice	3	SPD 515	Credo	2
	<i>with an Intensive</i>		SAS 510	Family Systems in Congregations	1
MAS 630	Trends in Ministry	2		<i>Intensive only</i>	
			MAS 520	Interpersonal Communication Skills	1
				<i>Intensive only</i>	
			Elective		2
Total Credit Hours		5	Total Credit Hours		6

Intensive #6 - 3 days – held after Quarter 16	
MAS 665	Effective Education Principles & Practice (24 intensive hours)

Intensive #7 - 6 days - held after Quarter 16	
SPD 510	Family Systems in Congregations (16 intensive hours)
MAS 520	Interpersonal Communication Skills (24 intensive hours)

**Total Hours Year 4 = 19 hours**

5 <sup>th</sup> Year - Suggested 5 Year Path - Part Time Student			
<b>Quarter 17 - Fall</b>		<b>Quarter 18 - Winter</b>	
MAS 645	Ministry Financial Management	2	
			Elective 2
PRA 705	Internship in Church Ministry (16 weeks)	4	
			PRA 710 Internship in Clinical Pastoral Orientation (CPO) (9 weeks) 2
Total Credit Hours		6	Total Credit Hours 4
<b>Quarter 19 - Spring</b>		<b>Total Hours Year 5 = 13</b>	
MAS 525	Mediation Skills	1	
<i>Intensive only</i>			MAS 505 Within 5 years prior to graduation the student must attend <b>either</b> a regional or national UniTeen <b>or</b> YOU Event 1
<i>(see below)</i>			<b>Or</b>
			MAS 510 (Y.O.U. Event) 1
PRA 715	Student-selected internship (9 weeks)	2	Total Credit Hours 1
Total Credit Hours		3	

<b>Intensive #8 - 5 days – held after Quarter 19</b>		<b>Total Credit Hours for 5 Year Program = 90</b>
MAS 525	Mediation Skills (40 intensive hours)	

## **Master of Divinity and Diploma in Unity Ministry Courses**

### **Required Course Descriptions**

<b>Course Name</b>	<b>Credit Hours</b>	<b>Enrollment</b>
<b><u>Historical &amp; Theological Studies</u></b>		
<b>HTS 500 Introduction to Theology: A Metaphysical Perspective</b>	3	open
This is a foundational course in how to think theologically from the inclusive perspective of Unity Practical Christianity. Beginning with a discussion of the nature and limitations of intellectual inquiry, students will learn how to apply the tools and methods of theological reflection to their program of lifelong learning. The course will bring these tools of theology to the ongoing process of rethinking and redefining basic Christian concepts for every new generation. The students will learn to think theologically/metaphysically and to apply their insights to their professional and personal lives.		
<b>HTS 505 Writings of Charles and Myrtle Fillmore</b>	3	open
Unity teachings are rooted in the thought and experience of Unity co-founders Charles and Myrtle Fillmore. Students will explore nine major books by the Fillmore's and learn the foundations and applications of the principles and tools of Unity's co-founders. Students will read, discuss, debate and present their findings about the basic ideas which characterize the Fillmore's' contribution to Christian thought. <i>Required Prerequisites: SEE - HTS 105 – Metaphysics 1 and HTS 110 – Metaphysics 2 Recommended Prerequisite: M&amp;RS -HTS 500 - Introduction to Theology: A Metaphysical Perspective</i>		
<b>HTS 510 Unity Perspectives: Foundational and Modern Unity Authors</b>	3	open
Each generation of Unity ministers has built upon and applied the teachings of Unity's founders, to make their language and applications more contemporary. This course looks critically at the life and work of selected writers who have been central to the development of the Unity movement. Students have an opportunity to explore untapped resources in the online Unity Archives and to apply these principles to current issues and concerns. Prerequisite: HTS 500 - Introduction to Theology: A Metaphysical Perspective.		
<b>HTS 515 History of Christianity</b>	3	open
Just as biography helps us appreciate and learn from the influential figures of the past, so the history of Christianity helps us appreciate and learn from the influence of Christianity in today's societies. Unity's roots are in that Christian tradition, so it is important for Unity ministers to be acquainted with Christian history. This course traces the history of Christianity from the perspective of New Thought Christianity by studying selected thinkers and surveying the great theological themes that have dominated various stages in the development of the Christian faith. This process will enrich and deepen the students' spiritual lives and provide ample resources for preaching and teaching in the ministry.		

## **Ministry Arts and Skills**

**Uniteen/Youth of Unity Event Requirement:** Within 5 years prior to graduation the student must attend **either** a regional Uniteen event **or** a regional or national YOU Event.

**MAS 505 Uniteen Event(Required Activity)** 1 open

A regional Uniteen retreat is a one-, two- or three-day event designed for students in grades 6 –8. The event brings together students from around the region to participate in a safe, spiritually based environment. It is designed to guide and support the Uniteen’s spiritual growth through the exploration of Unity Truth Principles in a way that is collaborative and inclusive. In order to fulfill this event requirement, the ministerial student must attend and fully participate in a regional Uniteen event. Prior to attending the event, the student must have a current background check on file in their local ministry. Events vary by region, so the regional education consultant of the region will provide more specific information.

**Or**

**MAS 510 Youth of Unity Event (YOU)(Required Activity)** 1 open

A regional or national Youth Of Unity (YOU) event is a three to five day event designed for students in grades 9 -12. The events are youth led, adult supported and bring together students from around the regions or around the country. They are designed to develop leadership and to assist each individual in having a greater awareness of their indwelling Christ Spirit. In order to fulfill this event requirement, the ministerial student must attend and fully participate in a regional or national YOU event. Prior to attending the event, the student must have a current background check on file in their local ministry.

Events vary by region, so the regional education consultant of the region will provide more specific information.

**MAS 520 Interpersonal CommunicationSkills—Intensive Only** 1 open

Students learn techniques to master living and speaking peacefully. The course is 90% experiential and designed to allow time for students to learn the concepts and connect deeply with themselves so they can return to daily life with practical skills. (Based on e.g. BePeace Foundations) ”This course will be presented entirely during a 3-day face-to-face intensive.

**MAS 525 Mediation Skills—Intensive** 1 open

One of the persistent challenges in ministry is conflict among leadership and membership. This workshop is designed to equip church leaders with the skills necessary to deal effectively with interpersonal, congregational and other forms of group conflict. It also includes a component on congregational mediation and consultation, placed within the context of family systemstheory. (e.g. LMPC Mediation Skills Training Institute) This course will be presented entirely during a face-to-face intensive.

*Required Prerequisite: MAS 520 – Interpersonal Communication Skills.*

**MAS 600 Pastoral Counseling Theory** 2 open

One of the roles of ministers is to offer counsel to congregants and peers. Students will explore the spiritual and psychological dimensions of pastoral counseling in a Unity ministry. It includes the Unity theological perspective on counseling, as well as various psychological counseling models. Emphasis is on integration of psychological theory with spiritual counselingpractice.

- MAS 605 Pastoral Counseling Practice** 2 closed  
 Supervised counseling practice is the primary focus of this course. Students will also discuss the administrative, ethical and legal considerations of pastoral counseling. This course will have a face-to-face intensive component after the 9 – week onlineclass.  
*Required Prerequisite: MAS 600 – Pastoral Counseling Theory.*
- MAS 610 Pastoral Counseling Studies** 3 open  
 Ministers encounter practically the full range of human issues and challenges and need relevant information on a variety of life issues encountered in pastoral ministry. The focus is on the pastor’s function and relationship to the congregants, as well as the effective use of Unity principles in various pastoral circumstances. The elements of designing, implementing and administering lay pastoral programs will be discussed.  
*Required Prerequisites: MAS 600 – Pastoral Counseling Theory and MAS 605 – Pastoral Counseling Practice.*
- MAS 615 Basic Homiletics - Speakingthe Message** 3 open  
 Effective sermons are one of the most important elements of effective ministry. This course covers the theoretical and practical aspects of preaching. Students will learn different styles and approaches of pulpit communication. Students will learn how to research, develop and deliver talks that touch the lives of the people they will serve. Students will also learn how to develop messages of varying lengths.  
*This course will have a face-to-face intensive component after the 10-week online class.*
- MAS 620 Advanced Homiletics - TheSunday Service** 3 open  
 An important objective of workshop 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. This course helps the student deepen their understanding of the communication process and improve their practice of the methods and techniques of pulpit communication. They dynamic relationship of minister, message and congregation will be highlighted and explored through exercises and prepared lessons. This course will have a face-to-face intensive component after the 9-weekonlineclass.  
*Required Prerequisite: MAS 615 - Basic Homiletics - Speaking the Message*
- MAS 625 Creating Special Services** 2 open  
 Celebrations and ceremonies augment the community dimension of spirituality in ministerial service. Students will explore the psycho-physiological factors that evoke the sacred experience in a gathered community. Applying these factors to Unity special services - including weddings, baby dedications, memorials, Christmas Eve, Good Friday, Easter, Burning Bowl and White Stone - provides students with the opportunity to create a personal portfolio of these services and practice officiating community ceremonies and celebrations. *This course will have a face-to-face intensive component after the 10-week online class.*

- MAS 630 Trends in Ministry** 2 open  
 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."
- MAS 635 Ministry Administration, Staff and Volunteer Development** 2 open  
 Ministry includes administrative aspects in addition to the spiritual work. This course provides an overview of ministry administration and ethics. Students explore: the minister's role as manager and motivator of ministry employees; legal and administrative responsibilities; volunteer, program and leadership development; volunteer recruitment, training and retention; and theories of motivation and leadership.
- MAS 640 Ministry Structure, Board and Governance** 2 open  
 A thorough understanding of ministry governance and structure is necessary for order and harmony within a ministry. Students develop the understanding and skills needed for working with a ministry governance board. This course provides an overview of governance, bylaws, policies and procedures in the operation of the ministry. Students will explore plans for qualifying, recruiting, electing and training board members. Strategies for building a healthy, conscious relationship with the board will be designed and students will explore how spiritual principles and practices can make working with the board a spiritual experience.
- MAS 645 Ministry Financial Management** 2 open  
 Ministry has a financial side which can be handled from a spiritual perspective. Students are introduced to the application of Unity Principles in relationship to financial management and stewardship of ministries, including: 501c(3) status, payroll taxes, non-profit reporting to the state, budgeting policies and procedures, orientation of department managers to budgeting, forecasting income and expenses, minister taxes, manse allowance, health insurance, annual reporting and the ethical implications of budgeting and finance.
- MAS 650 Ministry Fundraising and Development** 2 open  
 Development of ministries requires funding, so it is important for ministers to have some understanding of effective fundraising methods. Students will explore the application of research, technology and Unity Principles to fundraising and development. The course provides an overview of a wide range of topics, including: the history, philosophy and ethics of development; goal setting, priorities, timelines, leadership and communication; and creating strategic and operational plans based on organizational vision. Ideas and principles for Annual Giving and Capital Campaigns are also explored. Students will be exposed to elements of cultivating and effectively using individual major and Leadership Gifts and Planned and Estate Gifts.

**MAS 655 Ministry Marketing** 2 open  
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.

**MAS 660 Developing and Administering Youth and Family Ministry** 3 open  
Ministry encompasses service to all ages and families. 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. Topics include the tools and components needed to build programs that honor the learning and developmental needs of children and teens. This course will have a 2-day face-to-face intensive component during week 10.

**MAS 665 Effective Education Principles & Practice** 3 open  
Spiritual education is a central aspect of Unity tradition and ministry. In support of instructionally sound and effective spiritual education for ministry, students will explore principles and practices of transformational education and teaching methods beyond traditional lectures, including whole brain learning. Students will learn how this knowledge can be applied to spiritual education. This course will have a face-to-face intensive component after the 9-week online class.

### **Scriptural Studies**

**SCS 500 Bible History: Hebrew Scripture** 3 open  
Understanding the origins and historical context of the Hebrew Scripture (commonly known as “The Old Testament”) is necessary for meaningful spiritual education in ministry. Students will study an overview of the history of the Israelite people. Writings of the Hebrew Scripture are analyzed as an expression of the religious life, thought and practice of ancient Israel and a foundational and influential document of Western civilization. This involves individual reading, research, and reflection; group sharing and study, and personal and professional application of what is discovered through this process.

**SCS 505 Bible History: Christian Scripture** 3 open  
The writings of the Christian Scripture (commonly known as “The New Testament”) are among the most influential books in the history of the world. The Christian Scripture lies at the foundation of Unity, so it is essential for ministers to be familiar with the contents of this great collection. Students will learn the probable origination dates of the various writings and the rationale for their inclusion in the Christian Bible Canon. The contrast between the teachings attributed to Jesus and the teachings of Paul is examined, as are the non-Pauline letters and the Revelation of John. Also included is how the Christian Bible describes the beginning of the early Christian ministry.

*Required Prerequisite: SEE – SCS105 – Bible Overview: Christian*

*Recommended Prerequisite: M&RS - SCS 500 - Bible History: Hebrew Scripture or equivalent.*

**SCS 510 Biblical Interpretation** 3 open  
Unity's unique contribution to Bible study is our metaphysical understanding of the journey of humanity

from Adam consciousness to Christ consciousness. The Bible is Unity's fundamental textbook and is the story of our soul's unfolding. This class will build on Unity's foundation classes in Bible study and interpretation, with a primary focus on allowing the Bible to come alive for us. From our direct experience with various Bible texts, we will explore how to create an interesting and stimulating learning environments using the Bible as a transformational tool in our lives and in the lives of others.

*Required Prerequisite: SEE – SCS115 – Bible Interpretation: Acts – Revelation*

*Required Prerequisites: M&RS – SCS 500 - Bible History: Hebrew Scripture or equivalent; and SCS 505 - Bible History: Christian Scripture or equivalent.*

**SCS 515 The Quest for the Historical Jesus** 2 open

This course examines the life of Jesus of Nazareth through ancient literary sources inside and outside the biblical canon. It investigates the nature and socio-political context of the sources, studies contemporary standards of historical evidence, and analyzes how these have been applied to the sources since the beginning of historical Jesus studies. This course offers the opportunity to think deeply and critically about the historical reality of the life and teachings of Jesus by encountering a wide range of scholarly perspectives on the ideological spectrum. There is also an opportunity to integrate historical Jesus information with one's own theological viewpoint in order to (re)create an understanding of who Jesus was and is for oneself.

SCS 520 World Religions

**2 open**

Students will embark upon an exploration of many different ways human beings have experienced and expressed religiously throughout history and around the world. The world's religions have produced various answers to questions like: Where have we come from? Why are we here? What is the purpose of life? What is sacred? How do we live a good life? What happens after we die? Across time and place, humans have sought to cope with deep existential issues concerning identity, value and meaning. This course provides students with an introduction to definitions of religion and spirituality as well as overviews of the most influential world religions.

**Spiritual Personal Development**

**SPD 500 Prayer and Meditation** 2 open

The goal of this course is to understand and be able to apply the principles and practices of prayer that are essential for effective ministry. The primary focus is on the Unity method of prayer and meditation and its application in church ministry. A brief introduction to the theory and practice of spiritual direction, as would apply in a Unity ministry, is included in this course.

**SPD 505 Self-Awareness** 3 open

This is a survey course in the practical application of self-awareness and spiritual principles to promote systems and techniques of self-awareness and explore the integration of spiritual principles into each of them.

*Required Prerequisite: SEE – SPD110 – Self-Awareness*

**SPD 510 Developing Emotional and Spiritual Intelligence** 2 open

Emotional Intelligence (EQ) literature shows a strong correlation between EQ and leadership success. This class in Spiritual Intelligence (SQ) builds on EQ and explores the development of Spiritual Intelligence as defined by the literature and its role in leadership in ministry. Spiritual leaders in all faiths have common characteristics. The aim of this class is to examine these characteristics and their expressions. Strategies will be developed to strengthen them in self and others for personal

development as well as leadership development. Specific tools will be introduced and practiced for some of the 21 skills as they pertain to Unity teachings and leadership in ministry in Unity.

\*Completion of SQ21 Assessment is required prior to beginning of quarter. Contact UWSI registrar or see syllabus for more details.

**SPD 515 Credo** 2 open  
 “Credo” means “I believe” and refers to the central personal beliefs that drive one’s aspirations and conduct. In this course, students take a deep and comprehensive look at their personal theologies. They explore ideas about the nature of God and humanity through the lenses of the “Unity Quadrilateral”: scripture, tradition, experience and reflection. 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. Students will also articulate how this credo could be implemented in the various aspects of their chosen ministry. Students will be required to respond to critical questioning by a credo review committee.

**Spirituality and Society**

**SAS 500 Inclusive Ministry** 2 open  
 Empathic 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.

**SAS 505 Family Systems Theory—Intensive Only** 1 open  
 “Family systems theory” is a theory of human behavior that views the family as an emotional unit and uses systems thinking to describe the complex interactions in that unity. Students learn about the theory in the context of their own family. (Based on “Bowen Family Systems Theory.”) The purpose of this course is to develop skills for training, educating and consulting in emotional process as it relates to community and congregational systems. It is designed to equip participants for leading, developing, educating and consulting with individuals, ministries and organizations. *This course will be presented entirely during a face-to-face intensive.*

**SAS 510 Family Systems in Congregations—Intensive Only** 1 open  
 “Family systems theory” is applied to the relationships within a spiritual family, including congregations. The purpose of this course is to develop skills for training, educating and consulting in emotional process as it relates to community and consulting with individuals, ministries and organizations.  
*Required Prerequisite: M&RS - SPD 521 Family Systems Theory*

**Practicums**

**PRA 700 Internship in Prayer Ministry** 2 closed  
*(See PRA 715 Student Selected Internship)*  
 Prayer ministry has been an essential element of Unity from its beginnings in the home of Charles and Myrtle Fillmore. “Internship in Prayer Ministry” is a supervised 9-week internship at Silent Unity (or

other approved prayer ministry). This internship will require 20 contact hours per week in the prayer ministry, weekly reflection papers and periodic consultations with a Unity Worldwide Spiritual Institute faculty member. *Students must complete the equivalent of two years of full-time (approximately 70-80 credit hours) before enrolling in this internship.*

**PRA 705 Internship in Ministry** 4 closed

Experiential involvement in a ministry develops understandings and skills beyond what can be learned in a classroom. This internship provides the opportunity for students to become familiar with the inner workings of churches. The student participates in a supervised 16-week internship in an approved ministry that is **not** the student's home ministry. This internship will require 20 contact hours per week in the ministry, weekly reflection papers and weekly consultations with a Unity faculty member. *Students must complete the equivalent of two years of full-time (approximately 70-80 credit hours) before enrolling in this internship.* The credentialing team has outlined specific activities and experiences which must be included in each ministry internship. These are documented in the *Handbook for Internship in a Church Ministry*.

**PRA 710 Internship in Clinical Pastoral Orientation (CPO)** 2 closed

Students participate in a supervised 9-week internship in an approved hospital environment where Clinical Pastoral Orientation (CPO) is available. This internship will require 20 contact hours per week at the hospital. Students will meet with the faculty coordinator a minimum of two times during the quarter and more often as needed. *Students must complete the equivalent of two years of full-time (approximately 70-80 credit hours) before enrolling in this internship.*

**PRA 715 Student Selected Internship** 2 closed

Students have the opportunity to choose and become involved in alternative ministries. Examples of such alternative ministries are described in courses below: Internship in Prayer Ministry, Hospice Chaplaincy, CPE, etc.

**PRA 720 Internship in Hospice Chaplaincy (See PRA 715)** 2 closed

Care and comfort for the terminally ill and their loved ones can be a rewarding service ministry. Hospice internship is a 9-week supervised internship in an approved hospice environment. This internship will require 20 contact hours per week in the hospice environment. Students will meet with the faculty coordinator a minimum of two times during the quarter and more often as needed. *Students must complete the equivalent of two years of full-time (approximately 70-80 credit hours) before enrolling in this internship.*

**PRA 725 Internship in Clinical Pastoral Education (CPE) (See PRA 715)** 2 closed

Clinical pastoral care provides a valuable service to hospital patients and their loved ones. CPE internship is a 12-week supervised internship in an approved hospital where Clinical Pastoral Education is available. This internship will require 400 contact hours in the hospital. Students will meet with the faculty coordinator a minimum of two times during the quarter and more often as needed. *Students must complete the equivalent of two years of full-time (approximately 70-80 credit hours) before enrolling in this internship.*

**PRA 730 Extended Internship in Church Ministry (See PRA 715)** 2 closed

Students may seek a longer involvement in church internship than is provided in PRA 705. This course is a 9-week supervised internship in an approved ministry that is not the student's home ministry. This extended internship will require 20 contact hours per week in the ministry, weekly reflection papers and

weekly consultations with a Unity Worldwide Spiritual Institute faculty member. The intern will be required to provide written and verbal reports of skills gained, projects and activities participated in and professional growth achieved. *Required Prerequisite: M&RS - PRA 705 - Internship in Church Ministry.*

**PRA 735 Internship in Youth & Family Ministries (See PRA 715)** 2 closed

Students may seek a deeper experience of Youth and Family ministry than is provided in MAS 660. This course is a 9-week supervised internship in an approved ministry that is not the student’s home ministry. This extended internship will require 20 contact hours per week in the ministry, weekly reflection papers and weekly consultations with a Unity Worldwide Spiritual Institute faculty member. The intern will be required to provide written and verbal reports of skills gained, projects and activities participated in and professional growth achieved. *Required Prerequisite: M&RS - PRA 705 - Internship in Church Ministry.*

**PRA 740 Independent Internship** 2 closed  
(See PRA 715 Student Selected Internship)

There are many forms of ministry, with new forms periodically emerging in our ever-evolving world. “Independent Internship” provides students the opportunity to answer a calling to a ministry that is not covered in other practicums. This is a supervised 9-week internship in an approved environment that is not parallel to the content of any other internship and is created in consultation with the student’s advisor. This internship will require 20 contact hours per week in the organization, weekly reflection papers and weekly consultations with a Unity Worldwide Spiritual Institute faculty member. The student and faculty member will prepare a syllabus outlining the reading, research and writing requirements for successful completion of the course, to be approved by the M&RS Student & Internship Facilitator. *Students must complete the equivalent of two years of full-time (approximately 80 credit hours) before enrolling in this internship.*

**Master of Divinity and Diploma in Unity Ministry**

**Elective Course Descriptions**

All electives will be offered **only** when sufficient demand exists and priced to offset the cost of presenting the course. Recognizing the electives course will be dynamic from year to year, the following list reflects the most popular of elective courses previously offered by Unity Institute.

Course Name	Credit Hours	Enrollment
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**Historical & Theological Studies**

<b>HTS 600 Science and Religion</b>	2	open
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Religion is primarily concerned with spiritual dimensions of reality, while the scientific method is primarily concerned with the physical dimensions of reality. Historically, science has sometimes challenged concepts of the physical world held by religious doctrines regarding the relation between the spiritual and physical dimensions. The ongoing human striving for a comprehensive view of life seeks a worldview which includes both spiritual and scientific dimensions. After first reviewing the history of religion-versus-science conflicts, students will examine new evidence from the physical, biological and social sciences, which supports the universality of spiritual Truth.

<b>HTS 605 Readings in Western Spirituality</b>	2	open
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Outside of officially canonized scriptures, the Western spiritual tradition includes influential writings of mystics and metaphysicians. Those writings have shaped interpretation of scriptures, theological perspectives and spiritual practices as religion and spirituality have evolved over the centuries. This course offers a series of studies selected from those non-canonical writings. An in-depth concentration on writings and authors who represent a school of thought (or an era) will be studied on a rotating basis.

**HTS 610 Theology of Health and Healing** 2 open

The relationship between spirituality and health has a long history, going back at least to ancient Egypt and the earliest Hebrew scriptures. A theological and historical exploration of the concepts of healing, from biblical sources to postmodern writers, is the objective of this course. Studies will include critical analysis of literature on spiritual healing in Unity and New Thought, investigation of similar ideas in mainstream Christian thought and the controversies surrounding historical instances of charlatanism and deceptive practices by faith healers.

**HTS 615 Emerson and the Transcendentalists** 2 open

Ralph Waldo Emerson has been called both an American Shakespeare and the intellectual father of New Thought. As a leader of the New England Transcendentalist movement, Emerson was at the forefront of the American Idealism, the abolitionist movement, women's equality advocacy and "self-reliant" spirituality. He also had a profound influence on the early New Thought leaders, including the Fillmores. This course offers a comprehensive look at the works of Emerson and also explores writings of other 19th-century transcendentalists including: William Ellery Channing, Theodore Parker, Henry David Thoreau, Margaret Fuller, Bronson Alcott and his daughter Louisa May Alcott.

**HTS 620 Theology of Prosperity** 2 open

Divine provision for all needs has been part of faith tradition at least since early Judaism. That faith has evolved into the modern spiritual concepts of "prosperity" and "the flow of abundance." Students will engage in a theological and historical exploration of the concepts of Prosperity teaching from biblical sources to postmodern writers. This course encourages critical analysis of Prosperity literature in Unity and New Thought, as well as similar ideas in mainstream Christian thought. Some exploration of Liberation Theology and "Prosperity Gospel" controversies will also be included.

**Ministry Arts and Skills**

**MAS 670 Prayers and Services of World Religions** 2 open

Chaplains and other ministers need a broad repertoire of prayer and worship skills. Students will explore ecumenical and multi-faith prayers and services suitable for a wide variety of special occasions. Cultural and socio-economic factors in choosing prayers and special services will also be addressed.

*Recommended: SPD 500 - Prayer and Meditation and SCS 520 World Religions.*

**MAS 675 Ministry at the End-of-Life** 2 open

At some point during our human experience, everyone faces the existential issue of death and the desire to find comfort or to comfort others. Ministers especially are called upon to help congregants cope with issues related to aging, dying, death, grief and bereavement. The focus of this course is on the function of ministry to individuals and family members within such circumstances. Spiritual, medical, ethical, legal and cross-cultural considerations are also explored.

*Recommended: MAS 610 - Pastoral Studies or equivalent.*

- MAS 680 Transpersonal Psychology** 2 open  
 Transpersonal Psychology stands at the interface of psychology and spiritual experience. It is the field of psychology that integrates psychological concepts, theories and methods with the subject matter and practices of spiritual discipline. In this course, students study the development of transpersonal theories, drawing from the cutting-edge theorists such as Ken Wilber and Michael Washburn.  
*Required Prerequisite: M&RS - MAS 600 - Pastoral Counseling Theory or equivalent.*
- MAS 685 Advanced Techniques in Homiletics** 2 open  
 Students build upon the knowledge and techniques learned in Homiletics I and II by developing creativity in lesson content and by practicing energetic, engaging delivery of a spiritual lesson. The course explores the critical verbal and nonverbal elements of creating and delivering a clear and powerful message. Students create, deliver and evaluate lessons that are designed to persuade and inspire. *Required Prerequisite: M&RS - MAS 620 - Advanced Homiletics: The Sunday Service or equivalent.*
- MAS 686 Inspirational Speaking** 2 open  
 Students will learn to inspire, educate and uplift their congregation or audience. Each student's personal style will be honed and supported while giving suggestions, feedback and consistent practice of their craft. Practical work will include talk preparation, series planning and talk delivery. The many aspects of inspiring a congregation will be discussed and will include but is not limited to: form, duration, content, relevance, accuracy of interpretation, posture, anchoring, gestures, breathing, blocking, call to action, etc.
- MAS 690 Music in Contemporary Church** 2 open  
 The three pillars of the Sunday morning ministry service are message, meditation and music. Music is a powerful ministry. Music not only adds to the spiritual experience of the service but also may be the primary reason people come back to the ministry. This course will include understanding the operations of the music department, music's place in ministry growth and handling differences regarding music.
- MAS 695 Writing for the Ministry** 2 open  
 Clear, concise and mission-centric writing is not a choice but a requirement in today's world of ministry. As a minister, regardless of what the type of ministry you may lead, you are in the business of creating fresh content, in many different forms for a variety of audiences. This course is designed to explore and support the student, future minister, in finding innovative ways of communicating. We will explore the various written communications that are expected of ministers; from informational e-mails, pastoral letters, creative writing financial requests, prayers, newsletters, social media posts, blogs, resumes, texts, websites, events and more. Styles, models and written exercises are emphasized.
- MAS 696 Storytelling and Reader's Theater** 2 open  
 From the rhapsodies of ancient Greece to Garrison Keillor, the storyteller has a special role in engaging a listener and conveying a lesson in a dramatic form. This course examines storytelling and reader's theater. It explores the unique and dynamic relationship between a speaker telling a story and his or her audience. Participants will select stories from their personal experiences, shape, rehearse them and share them with the class. Participants will also work in teams to create and perform a reader's theatre script of their choosing.
- MAS 697 Technology in the Emerging Church** 2 open  
 Technology is so ubiquitous that we may become obsessed with it or, alternatively, resist using it. From the use of sound and light in Sunday Services, to PowerPoint presentations in classes and meetings, to

promoting ministries on the internet and social media, to managing the ministry, technology is pervasive in ministry too. 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.

**MAS 698 Pioneering** 2 open

For those with an independent, courageous and entrepreneurial spirit, starting a new ministry can be an exciting and fulfilling adventure. Pioneering a ministry has unique challenges and requires awareness of potential pitfalls and means to establish a new, effective work. 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. The course will use these principles for examining a small ministry renewal

**Research Studies**

**RES 050 Study, Research & Writing Skills** 1 open

This course is designed as a supplement for returning students to learn and/or regain the skills that are needed to perform successfully at Unity Worldwide Spiritual Institute. A wide range of skills will be presented and discussed, and there will be opportunities for students to help guide the class to meet their needs. Assignments will be given each week; they are designed to let students apply new skills in their courses at Unity Worldwide Spiritual Institute.

**Spirituality and Society**

**SAS 600 Spirituality and the Arts** 2 open

Spirituality has many creative expressions, not only through the word, but also through music and images. This course surveys selected classic and contemporary artistic forms from primal, Asian and Western cultures to demonstrate the intimacy between religion and the arts. Students will develop an appreciation for various forms of art in their personal spiritual life and in congregational leadership.

**SAS 605 Exploring Evolutionary Spirituality** 2 open A

wide range of evolutionary theories have been derived from a broad spectrum of scientists, philosophers and visionaries. The student is encouraged to critically review, compare and contrast some of these various theories of evolution. The course explores the relevance of each of these theories to contemporary life and Unity ministry. *Recommended: MAS 680 - Transpersonal Psychology.*

**SAS 610 Introduction to Integral Spirituality** 2 open

Integral theory is the gathering of patterns from many fields of knowledge, giving a new and useful perspective on the nature of reality and the development of consciousness and culture. Integral spirituality provides a new perspective that expands our perception of reality and provides a fresh motivation for making a positive difference in our world. The concepts of integral spirituality are explored through the works of various integral theorists such as Wilber, Combs, McIntosh, Beck, Gebser and others. *Recommended: MAS 680 - Transpersonal Psychology.*

## **Scriptural Studies**

### **SCS 605 Sacred Scriptures of World Religions**

2

open

The roots of spiritual doctrines and practices are found in the sacred scriptures of the world's religions. Students will explore the nature, function and importance of sacred scriptures within the major religious traditions of the world. After examining the meaning of sacrality and scripture in human religious experience and expression cross-culturally, literary and hermeneutical approaches are used to analyze the specific doctrines, values and ritual practices found in the scriptural writings in the enduring religions of the world.

## **Spiritual Personal Development**

### **SPD 600 Contemplative Prayer and Meditation Practices**

2

open

Contemplative prayer and meditation practices are at the heart of a spiritually oriented life. The inner life can be enriched by exploring a variety of contemplative prayer and meditation approaches from both Eastern and Western spiritual traditions. That exploration can enhance the student's relationship to Spirit and provide tools for assisting others in their spiritual development. Emphasis is placed on the student's personal experiences of each practice. A short contemplative retreat is a required part of this course.

### **SPD 605 The Art of Spiritual Direction**

2

open

Those who are on a spiritual path can profit from the guidance of those who have preceded them; that is the basis of the art of spiritual direction. Students will explore the nature of spiritual direction and be introduced to the skills needed to become a spiritual director. The spiritual journey will be explored within the framework of the relationships one has with self, others, one's culture, the world and nature. *Required Prerequisites: M&RS - SPD 500 - Prayer and Meditation and MAS 605 - Pastoral Counseling Practice internship.*

## **Independent Study**

### **700 Independent Study (any area: HTS,SCS, etc.)**

1-3

open

There are so many possibilities for spiritual exploration and research that no curriculum can provide a course for every possibility; that is the rationale for an independent study course. Independent study of an approved topic not parallel to the content of any other course offering is the purpose of this elective. Because independent studies are "labor intensive" for the faculty member working with one student on a specialized topic, an additional fee will be assessed. The student and faculty member will prepare a syllabus outlining the reading, research and writing requirements for successful completion of the course, to be approved by UWSI's M&RS Student & Internship Facilitator.

## Tuition, Fees and Scholarships

The tuition and fees for Unity Worldwide Spiritual Institute are designed to make our programs affordable while also covering the expenses involved in operating the programs. The affordability is reflected by the fact that tuition for the three-year ministerial program, which can be taken full-time or part-time and prepares students for a rewarding career in ministry, costs about \$11.50 per day, when spread out over three years.

### Ministerial & Religious Studies Tuition & Fees

<b>M &amp; RS enrollment fee in UWSI</b> (onetime, non-refundable):	\$35 (USD)
<b>Tuition for M &amp; RS courses:</b>	\$140 per credit hour (USD)
<b>Non-degree Audit fees:</b>	\$98 per credit hour (USD)
<b>Continuing Education tuition:</b>	\$70 per credit hour (USD)

### Other Fees

Return check fee .....	\$40 (USD)
Payment plan fee.....	\$15 (USD)
Independent study fee per credit hour (in addition to tuition) .....	\$75 (USD)
Graduation fee (does not include rental of cap and gown).....	\$75 (USD)
Transcript fee.....	\$10 (USD)
Hospital Chaplaincy fee .....	Depends on program affiliated with

### Payment of Accounts

All accounts must be paid in full (or have approved arrangements for payment) prior to the first day of a quarter. Students with a balance due on the first day of a quarter or who were approved for the standard payment schedule will have an additional fee of \$15 applied to their account. Students are responsible for the total tuition and other miscellaneous charges. A student's tuition balance must be paid in full prior to receiving their final grade for each quarter. Unity Worldwide Spiritual Institute accepts Discover, MasterCard and Visa.

### Scholarships

Financial assistance in the form of scholarships is available from the Unity Worldwide Spiritual Institute Scholarship Fund. More information and application forms are available online at [uws.org](http://uws.org). Students not admitted to the Licensing and Ordination Unity ministry path are not eligible for scholarships.

### Procedure for Dropping Courses/ Refunds

To drop a course/s, a student must send an email, listing the specific course/s to be dropped to the UWSI Registrar ([registrar@unity.org](mailto:registrar@unity.org)). The date on the original email requesting a course be dropped will be the date used for issuing any appropriate refund. All fees (such as Payment Plan Fee) are nonrefundable.

**Note:** Only an email to the UWSI Registrar will be accepted to officially drop a course. The following methods will **not** result in an officially dropped course:

- Phone calls or voice messages
- Attempts to drop a course through Blackboard

**Tuition refunds are given on the following basis:**

- Before quarter begins: 100% refund
- Before end of week one: 100% refund\*
- Before end of week two: 50% refund\*
- After week two: no refund\*

**\*Note:** Each UWSI quarter begins on a Monday and a “week” runs Monday through Sunday at midnight. Course materials are available to students from the first day of each quarter. If the course’s *Collaborate* (online sessions with an instructor) is not until later in the week, students are still expected and instructed to begin working on course materials from the beginning of the first day of each quarter. Therefore, refund requests for a dropped courses will be issued according to the above schedule.

**Example:** To receive a 50% refund, the student must send an email to the UWSI registrar before midnight Sunday during the second week of the quarter.

**Exception Request:** Students who feel their individual circumstances warrant an exception from the above stated policies may appeal by an email to Unity Worldwide Spiritual Institute. The appeal should include a statement of the exception being requested, an explanation of why an exception should be granted and appropriate materials to support the request for the exception. The student’s appeal email and attached supporting material are to be emailed within 2 weeks to the UWSI Registrar at Registrar@unity.org. The decision of the UWSI education team is final.

## Transcript Requests

Federal law requires that all transcript requests be made in writing and include the student’s written signature. Requests for a transcript should also include:

- The student’s name when in attendance and, if applicable, any previous names.
- Date of last attendance (or degree earned with date of graduation).
- Date of birth.
- Name and address where transcript is to be sent.
- Signature authorizing release of the transcript.

Official transcripts bearing the Unity Worldwide Spiritual Institute seal are sent to the person or place designated by the student. Transcripts are issued in their entirety, and no partial transcripts will be issued. Transcripts will be issued only for those persons whose financial accounts are current and paid in full.

Transcripts from other institutions a student may have attended prior to admission to Unity Worldwide Spiritual Institute, which are held in the student’s UWSI file, will **not** be duplicated or released to students or any third parties for any reason.

## Academic Information and Policies

### *Academic Honesty and Academic Violations of the Code of Conduct*

Unity Worldwide Spiritual Institute assumes that all students desire to pursue their academic and transformational work with honesty and scholarly integrity. Students may obtain assistance from others as long as the student submitting the assignment is the author of the work. Activities that have the effect or intention of interfering with the education, pursuit of knowledge, or fair evaluation of a student's performance are prohibited. These include, but are not limited to: cheating, plagiarism, self-plagiarism, facilitating academic dishonesty, and misrepresentation of self or other students. Those students who breach these standards will face sanctions, ranging from course failure to dismissal from the program.

### *Attribution of Sources and Citations*

All papers and assignments produced by students are to meet the standards required for citation and attribution of sources defined by *The Chicago Manual of Style*. Students may find Kate L. Turabian's *A Manual for Writers of Research Papers, Theses and Dissertations*, published by the University of Chicago Press, to be a useful reference.

### *Self-Plagiarism*

Self-plagiarism is a student reusing their own paper, or a modified version thereof, without permission of the instructor. This could mean recycling a paper they previously turned in, or writing one paper to satisfy the requirements of two concurrent assignments. Unauthorized recycling is an act of dishonesty and is unacceptable. To handle this appropriately, check with the current instructor about whether it is permissible to recycle a previously submitted assignment and/or to cite your previously submitted assignment.

### *Academic Records*

A permanent academic record is kept for each student in an academic file (paper and/or computerized) in the Unity Worldwide Spiritual Institute Registrar's Office. All grades earned by the student at UWSI are recorded. The record also shows the credits transferred from other schools that apply toward meeting the student's requirements at UWSI. Credits from other schools that do not meet UWSI degree requirements are not posted.

Within one month of each quarter, the grades earned and grade point average for the courses in which the student officially enrolled, are recorded. Only courses dropped during the drop period are omitted.

## **Appeal Process**

Appeals for exceptions to academic policies and regulations must be submitted in writing, with documentation, to the UWSI Education Team, whose decision is final.

### ***Appeals involving grades:***

Grade disputes must first be discussed with the relevant faculty member. If the issue cannot be resolved with the faculty member, the student may submit an appeal in writing, with documentation, to the Director of Services, Resources and Events within four weeks of the faculty member's decision. The decision of the Director is final. Failure to initiate an appeal within the four-week period indicates that the student accepts the decision of the faculty member as final, and the matter is closed.

### ***Appeals Involving a Student's Status in the Program:***

Students may be placed on academic probation or academic suspension for failure to meet academic, ethical or other standards in the Code of Conduct.

Probation allows a student to continue coursework at a reduced course load (maximum of six credit hours per 10-week quarter). If the student is placed on probation during an academic quarter, the student is required to reduce his/her course load immediately to meet this requirement. Any course(s) is dropped without refund and without the ability to transfer any work to a future quarter. Ministerial participation in churches will be decided by the faculty on a case-by-case basis. Students will meet with the M&RS Student & Internship Facilitator to develop a plan for improvement. Suspension is a period of involuntary separation from coursework during which time the student has the opportunity to grow through a plan for remediation. If the student is suspended during an academic quarter, the student is automatically dropped from all of his/her courses without refund and without the ability to transfer any work to a future quarter.

Appeals of probation and suspension may be presented to the Director of Services, Resources and Events in writing, with documentation, within four weeks of receiving official notice of a status change. The decision of the Director is final. Failure to initiate an appeal within the four-week period indicates that the student accepts the decision of probation/suspension as final, and the matter is closed.

### ***Appeals Involving a Student's Dismissal from the Program:***

Unity Worldwide Spiritual Institute reserves the right to dismiss a student from the program if his or her academic performance, attitude, and/or behavior do not meet the standards prescribed in the Unity Worldwide Spiritual Institute Catalog and the UWSI Code of Conduct and the Unity Worldwide Ministries Code of Ethics.

## **Class Cancellation**

Course offerings are subject to enrollment minimums. Unity Worldwide Spiritual Institute reserves the right to cancel classes for which there is insufficient enrollment.

## Family Education Rights and Privacy Act

Unity Worldwide Spiritual Institute 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 Worldwide Spiritual Institute 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. Students should submit a letter to the Registrar clearly identifying the part of the record that they believe is inaccurate or misleading, stating why it is inaccurate or misleading, and asking for the record to be changed. If UWSI 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 right 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 education records, except to the extent that FERPA authorizes disclosure without consent. One exception that 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 Worldwide Spiritual Institute to comply with the requirements of FERPA. The office that administers FERPA is:

Family Policy Compliance Office  
U.S. Department of Education  
400 Maryland Ave., SW  
Washington, D.C. 20202-5920

## Grading Policies

All grades earned by the student in M.Div. and Diploma in Unity Ministry studies become part of his or her permanent record and will be shown on every transcript of credits issued by Unity Worldwide Spiritual Institute. Grades for completed academic work receive the following grade points per credit

<b>A</b> = 4.00	<b>E</b> = 0.00
<b>A-</b> = 3.67	<b>P</b> = Pass (Satisfactory Internship)
<b>B+</b> = 3.34	<b>F</b> = Fail (Unsatisfactory Internship)
<b>B</b> = 3.00	<b>I</b> = Incomplete (see section below on incomplete grades)
<b>B-</b> = 2.67	<b>WP</b> = Withdrawal Passing
<b>C+</b> = 2.34	<b>WF</b> = Withdrawal Failing
<b>C</b> = 2.00	<b>AU</b> = Successful audit(see section below on auditing a class)
<b>C-</b> = 1.67	<b>WA</b> = Withdrawn or unsuccessful audit (see section below on auditing a class)
<b>D</b> = 1.00	

**Note:**( 3.00 minimum cumulative GPA is required to maintain good academic standing.)

hour/continuing education unit:

**Graduation requires a 3.0 cumulative grade point average or above on a 4.0 scale.** Grades below B – may not be used to satisfy requirements for required courses, and grades below C will not be used to satisfy elective requirements. A maximum of six hours of a grade of C may be counted toward a degree. Courses may be repeated in regularly scheduled quarters (not as independent study). In such cases, both grades are posted. Only the repeated grade will be calculated in the quarter and cumulative grade point average. Credit for a specific course will be given only once toward graduation requirements.

### ***Grade point average:***

The Unity Worldwide Spiritual Institute grade point average (GPA) is calculated using the following formula: GPA equals the total grade points from courses taken at UWSI divided by the total credit hours (or units). Total grade points is the sum of the products of the credit hours (or units) of each course taken at UWSI multiplied by the grade point value of the grade earned in each course. Total credit hours (or units) are the sum of the for-credit hours taken at UWSI. The UWSI GPA is calculated using only courses taken for credit at Unity Worldwide Spiritual Institute. Transfer credit does not affect the UWSI GPA.

### ***Incomplete grades:***

Individual faculty members have the option of assigning the grade of “I” (Incomplete) in situations involving serious illness or emergency that are beyond the control of the student. To receive the grade of Incomplete, a student must petition the faculty member before the end of the course, stating the reasons for the incomplete grade. The request for an Incomplete, listing requirements for completing the course and the date the course must be completed, must be signed by both the student and the faculty member. The faculty member, on this form, will assign a “replacement grade” that the student will receive if the course is not completed by the deadline. Students have up to two months from the last day of the quarter to complete the course. Failure to do so will result in the assignment of the “replacement grade.” Students facing extraordinary situations may petition the M&RS Student & Internship Facilitator and request an extension of another month to complete the course.

### ***Satisfactory academic progress:***

Students who earn a grade point average equal to or greater than 3.0 per quarter will be considered making satisfactory progress. A student whose cumulative GPA falls below 3.0, or whose quarter GPA falls below 3.0 for two consecutive quarters, will be placed on academic probation and limited to a maximum of six credit hours per 10-week quarter and a maximum of three credit hours per three-week quarter. Further unsatisfactory progress will result in a review of the student's eligibility to continue in the program.

### ***Auditing a course:***

Any student may audit a course. All students must enroll in Unity Worldwide Spiritual Institute. Regular attendance in the class is required of all auditors. Auditors should talk with faculty about anything else that is required of them in each class.

A course being audited may not be changed for credit after the last day to add a class. Not all courses are available for audit.

Students who successfully complete an audit will receive a grade of AU. This indicates regular attendance and involvement in an audited course. Academic credit is not received and hours are not computed in the grade point average.

Students who withdraw from or who are unsuccessful in the audit receive a grade of WA. This indicates that regular attendance and/or requirements were not satisfactorily fulfilled for an audited course.

### ***Withdrawal:***

If it is necessary for a student to withdraw from a course after the last day to drop, the student must complete the *Request for Withdrawal* form (available from the Registrar.) Withdrawals after the last day to drop are approved only in the case of emergencies beyond the student's control. Withdrawals are official when the form has been completed, approved by the UWSI Education team, and returned to the Registrar. A grade of WP (Withdraw Passing) or WF (Withdraw Failing) will be given depending upon the students' grade total on the approved withdrawal date. Students who are administratively withdrawn after week seven will receive the grade earned for the course or courses. Provisions for continuing the program will be made on an individual basis, in consultation with the USWI Education team.

## Enrollment and Registration Policies for Ministry and Religious Studies Program

Enrollment in a course is not official until the proper registration forms have been processed by the Registrar and all financial obligations have been paid or approved arrangements for payment have been made. No one is permitted to attend a course for which he or she is not officially registered unless approved by the UWSI Education Team.

### Adding and dropping course(s):

A student may add a course through the first week of a 10-week quarter. A student may drop from a course without academic penalty through the fifth week (with the permission of the UWSI Registrar.) If a student withdraws from a course after the fifth week, the course is entered on his/her transcript with the designation of WP (Withdraw Passing) or WF (Withdraw Failing). The Unity Worldwide Spiritual Institute website contains exact dates for adding or dropping classes.

To receive a refund for a dropped course tuition refund, a student must send an email, listing the specific course/s to be dropped to the UWSI Registrar ([registrar@unity.org](mailto:registrar@unity.org)). The date on the original email requesting a course be dropped will be the date used for issuing any appropriate refund. All fees (such as Payment Plan Fee) are nonrefundable. **Note:** Only an email to the UWSI Registrar will be accepted to officially drop a course.

#### Add/Drop Course Dates:

- Last day to add a course—end of 1<sup>st</sup> week of each quarter
- Last day to drop a course (with a refund)—end of 2<sup>nd</sup> (Sunday midnight) week of each quarter
- Email Registrar ([registrar@unity.org](mailto:registrar@unity.org)) your request and course information.

### Student Responsibility and Academic Advising

Students are responsible for knowing and abiding by the policies, procedures, and requirements set forth in the *Unity Worldwide Spiritual Institute Catalog*. They are to meet graduation requirements from the catalog that is in effect at the time of their initial enrollment in the M&RS program at UWSI. Students wishing to change to a subsequent catalog may do so provided they are enrolled when that catalog is in effect, and they submit a written request to the Registrar. Students re-enrolling or completing graduate requirements after being out of school for more than one year are to meet graduation requirements from the catalog in effect at the time they re-enroll.

The student is responsible for seeing that all courses are taken according to the program requirements laid out for his or her program of study and that all degree requirements are met. The M&RS Student & Internship Facilitator acts as advisor to all students. The academic advisor's role is to provide guidance concerning the student's academic program and to verify the accuracy of the course selections. The ultimate responsibility, however, for knowing the program requirements and proceeding to satisfy these requirements in an orderly and timely manner is the students.

Students are expected to govern their conduct by the accepted standards of behavior as outlined in the Unity Worldwide Spiritual Institute Code of Conduct. If a student shows continued violation of the Unity Worldwide Spiritual Institute Code of Conduct or Unity Worldwide Ministries Code of Ethics, UWSI reserves the right to dismiss him or her from the program.

## Withdrawal from School and Leave of Absence

There are two types of withdrawals: official and administrative. An official withdrawal begins when the student initiates the withdrawal process. An administrative withdrawal occurs when Unity Worldwide Spiritual Institute initiates the process for nonattendance, nonpayment, academic offenses, violation of other UWSI policies, or extraordinary extenuating circumstances.

Unity Worldwide Spiritual Institute reserves the right to withdraw a student from a course (or courses) if the student does not meet his/her financial obligation or has not agreed to a payment plan.

If it is necessary for a student to withdraw from the program, a course, or from all courses during a quarter after the last day to drop, the student is to discuss the matter with the M&RS Student & Internship Facilitator. In addition, **the student must request and complete the *Request for Withdrawal form (available from the Registrar – registrar@unity.org)***. Withdrawals after the last day to drop are approved only in the case of emergencies beyond the student's control. Withdrawals are official when the form has been completed, required signatures obtained, approved by the UWSI Education Team, and returned to the Registrar. **Note: Withdrawals by telephone will not be accepted.**

## Leave of Absence Policy

Students who are unable to complete a quarter or expect to be absent one or more regular quarters (Fall/Winter/Spring/Summer) must submit a request for Leave of Absence form (available from the Registrar's Office). Students who wish to be considered for a Leave of Absence must be in good academic standing and must be making satisfactory progress. A Leave of Absence will be granted only for documented circumstances beyond the student's control, such as acute illness or a family emergency. Students who fail to register for two consecutive regular quarters may be administratively withdrawn from Unity Worldwide Spiritual Institute.

All Unity Worldwide Spiritual Institute students returning from a Leave of Absence must receive approval of their schedules from the M&RS Student & Internship Facilitator before being permitted to register. The UWSI Education team may also require documentation to show that the conditions necessitating the leave (medical or otherwise) have been resolved.

After any Leave of Absence, the Program requirements and academic standards that are currently in effect at the time of re-entry will be applicable. With an official leave or withdrawal, an exception for the seven-year program completion requirement may be made. Upon re-entry, courses taken more than seven years prior will be reviewed for applicability to current coursework.

## Code of Conduct

### 1. Dedication to Spiritual Principles

- I act in a dignified manner, which models the high standards of someone following a spiritual path, guided by wisdom and good judgment
- Prayer and meditation are central to my spiritual practice
- I live by principles compatible with the Unity way of life

### 2. Relationship with Others

- I am responsible for maintaining respectful interactions with others
- I maintain healthy boundaries
- I respect other points of view
- I hold sacred all confidences given to me
- I communicate honestly and compassionately with others
- My behavior follows the legal and ethical standards of the community in which I live
- I do not engage in actions or statements which threaten or violate personal safety of faculty, staff or other students
- I do not engage in any form of harassment
- I do not engage in disruptive behavior that hinders or interferes with the educational process

### 3. Honoring Myself

- I practice healthy spiritual, psychological and physical self-care
- I am teachable
- I express my views with integrity and kindness
- I engage in self-exploration

### 4. Relationship with Unity Worldwide Spiritual Institute

- My conduct reflects the mission and values of Unity Worldwide Spiritual Institute
- I adhere to ethical academic practices
- In the classroom, I act in a manner that is considerate of others
- I honor appointments and time schedules
- I am responsible for my part in building community consciousness within Unity Worldwide Spiritual Institute

### 5. Use of the UWSI Blackboard website

- I am responsible for my use of the learning website and everything I post on that site
- I do not use alcohol or drugs that impair my mental faculties while using the site
- I do not use the learning website in any manner intended to obstruct its use by others
- I do not attempt to gain unauthorized access to the site in any way for any reason

- I do not post to the site any objectionable content, including, but not limited to:
  - content that infringes another’s intellectual property;
  - advertising or any form of commercial solicitation;
  - content that contains intentionally inaccurate information or that is posted with the intent of misleading others
  - content containing viruses, Trojan horses, worms, time bombs, corrupted files, malware, spyware, or any other similar software that may damage the operation of another’s computer or property
  - content that violates Unity Worldwide Ministries’ Code of Ethics
  - content related to partisan political activities;
  - content that defames, harasses or threatens others;
  - content that expresses and/or fosters prejudice and discrimination;
  - discussion of illegal activities with intent to commit them;
  - content that is profane, pornographic, obscene, indecent, or unlawful

## Unity Village Campus Policies [for M&RS Intensives]

### ***Alcohol and Drug Abuse and Testing***

It is the policy of Unity Worldwide Headquarters and Unity Worldwide Spiritual Institute to be concerned about the abuse of alcohol and drugs because of the negative impact on the student’s life. Furthermore, the hazards posed to other students and employees by an individual under the influence of alcohol or drugs are a matter of great concern requiring timely and decisive action.

Alcoholic beverages (unless approved by the Executive Committee for a special event pursuant to the Unity Special Event Alcohol Policy) and any type of drug not prescribed by a medical doctor, including illegal substances, are strictly prohibited on Unity property.

A student will be subject to immediate disciplinary action if he or she is:

- Under the influence of these substances while at UWSI intensive.
- Carrying or possessing these substances, whether on his or her person or in Unity Worldwide Headquarters or Unity Worldwide Ministries property.
- Purchasing, selling, delivering or receiving these substances on the premises.
- Failing to cooperate in the efforts of Unity to investigate drug or alcohol use, including submitting to drug and/or alcohol screening tests upon the request of Unity Worldwide Spiritual Institute.

If the student volunteers the information that he or she has an alcohol or drug problem, he or she will be encouraged to get help at his or her expense. Counseling is available through an outside agency such as the National Council on Alcoholism and Drug Dependence. The student must, in addition to other disciplinary action, be willing to have the counselor confirm the student is receiving treatment to continue with his or her classes.

### ***Policy of Nondiscrimination***

In keeping with the inclusive nature of Unity teachings, it is the policy of Unity Worldwide Spiritual Institute that Unity will be free of discrimination based on race, color, religion, sex, national origin, age, sexual orientation, and/or disability. Students with questions or concerns related to discrimination or harassment at UWSI are encouraged to bring these issues to the attention of the Director of Services, Resources and Events. Students making good faith reports may be assured that their concerns will be addressed without fear of retaliation.

### ***Promotional Materials***

From time to time, candid, posed, and staged photographs and/or videos of students are taken. Students sign media releases as part of enrollment, releasing Unity Worldwide Headquarters and Unity Worldwide Ministries from any and all claims. These photos and/or videos may be used at the discretion of Unity Worldwide Spiritual Institute in promotional materials without compensation to the students. Promotional material may include publications in print, Internet and audiovisual media, brochures, and press releases.

### ***Searches***

It is the policy of Unity Worldwide Headquarters and Unity Worldwide Ministries to safeguard the security and property of our students. In furtherance of this policy, Unity reserves the right to question students and all other persons entering and leaving our premises and to conduct searches for controlled substances, alcohol, firearms, weapons, and Unity World Headquarters or Unity Worldwide Ministries' property. Inspections may be conducted at any time at the discretion of Unity World Headquarters or Unity Worldwide Ministries personnel. Therefore, students should not bring any item onto Unity property that they do not want to undergo an inspection.

Faculty who have reason to believe a student may pose a possible threat to himself or herself, his or her fellow students, or may possess, be using or be selling illegal drugs on Unity premises are responsible for initiating a follow-up with the Director of Services, Resources and Events.

### ***Sexual and Other Unlawful Harassment***

It is the policy of Unity Worldwide Spiritual Institute to provide a study environment that is free of discrimination and unlawful harassment. Harassment may be actions, words, jokes, or comments based on an individual's sex, race, ethnicity, age, religion, sexual orientation, disability, and/or any other legally protected characteristic and will not be tolerated. Anyone engaging in any unlawful harassment will be subject to disciplinary action, up to and including dismissal from Unity Worldwide Spiritual Institute. It is the responsibility of faculty, staff, and students who become aware of possible sexual or other unlawful harassment to report the conduct to the Director of Services, Resources and Events.

### ***Smoking***

It is the policy of Unity Worldwide Headquarters and Unity Worldwide Ministries for all Unity buildings to be smoke-free. Smoking is not permitted on Unity World Headquarters grounds.

## ***Solicitation and In-House Selling***

It is the policy of Unity Worldwide Spiritual Institute to assure a productive and harmonious study environment. Soliciting of funds for other charities or selling services on grounds by students is not allowed. Outside salespersons are not allowed to solicit students for any reason. Anyone seen selling products or soliciting funds from students on grounds should be reported to the UWSI Education team or the Security Department.

## **UWSI Faculty & Staff**

### **UWSI Faculty**

***Rev Jill Andrews, MA***

***Rev Dan Beckett, MDiv***

***Rev Laura Bennett, MA***

***Martha Creek, PhD***

***Rev Karen Epps, MA***

***Rev Paul Hasselbeck, DD***

***Rev Kelly Isola, MDiv***

***Rev Jacquie Fernandez, MDiv***

***Rev Elizabeth Longo***

***Rev Valerie Mansfield***

***Rev Mary Elita Masters, MS***

***Rev Ray Nelson, MBA, MDiv***

***Rev Aliza Bloom Robinson***

***Rev Karren Scapple, PhD***

***Rev Pat Veenema, MDiv***

***Rev Diane Venzera***

***Bruce E. Woodruff, PhD***

## UWSI Staff

**Rev Diane Venzera, MEd** – Director of Services, Resources and Events – Diane is an ordained Unity minister (2007), licensed Unity teacher and Certified Spiritual Educator. Diane has served the Unity Movement as an educator, trainer, consultant and curriculum developer for over 20 years. Her primary work includes mentoring instructors in online course development, accelerated learning and online course implementation. She is also responsible for working within the Blackboard Learning Platform in order to provide an interesting, engaging and interactive format for the online Ministerial and SEE courses.

**Rev Ray Nelson, MBA, MDiv** – *M&RS Student's Internship Facilitator* - Ray is a 2011 graduate of Unity Institute. He was the associate minister at Unity of Minneapolis from 2011-2013 and is currently, the senior minister at Unity of Louisville in Louisville Kentucky. Ray is a member of the National Speakers Association and has spoken at Unity ministries and community groups throughout the Midwest and Great Lakes regions. He is currently an alternate member of the Great lakes Unity Regional Board and on the Board of Directors for the House of Ruth, a social service agency serving HIV/AIDS homeless men and women in Louisville.

**Rev Pamela Parker, MS** – *e-learning Instructional Designer (consultant)* – Pami is an ordained Interfaith minister (2008 - The New Seminary, NY, NY). She has served in the Unity community for over 40 years. Pami has been an enthusiastic and creative learning & development professional for the past 20 years. Her talents and strengths include the design and delivery of organizational learning initiatives and integrated talent management solutions including coaching, mentoring, on-the-job experiences, and classroom and technology-enabled learning.

**Indira Huerta** – Registrar - Indira Huerta serves as Registrar for Unity Worldwide Spiritual Institute. She has been a member of Unity Temple on the Plaza since 1998. She is a New Thought minister, having trained with Rev Dr Temple Hayes at ILLLI. Indira is also a Oneness Blessing Giver, spiritual advisor and educator, Reiki healer, Master, and teacher, Shamanic practitioner, massage therapist, yoga instructor, and budding metaphysical mystic. She runs her own school for people seeking to step into their personal divine powers and develop their natural psychic abilities. She has a bachelor's degree in secondary education and a master's degree in teaching.

**Rachel Gaither** – *Assistant Registrar*, part-time – Rachel supports the UWSI registrar, Indira Huerta. She is responsible for entering new student information, grades and information for SEE courses taught in the Unity field. She has 20 years experience with music education and is a lifelong member of Unity.

**Erin Morse** – *Education Assistant* – Erin provides management and administrative support to Unity Worldwide Spiritual Institute. Erin has been with USWI since 2021.

## Credentialing for Unity Ordination

Ordination as a Unity minister is granted by Unity Worldwide Ministries (aka the Association of Unity Churches International.)

### Current Prerequisites to apply to Unity Worldwide Ministries'

#### Ministry Path:

1. Completion of eighteen (18) specific required SEE classes (see below)
2. A Bachelor's Degree or approved Academic Demonstration, and
3. Internet and email use.
4. Two years of increasing leadership in a Unity Church is strongly recommended.

**If you meet these prerequisites** and are interested in becoming a Unity minister, contact our Credentialing Coordinator Rev. Lynn at [lodell@unity.org](mailto:lodell@unity.org).

Applicants for this ministry path will be considered for admission based on the Admissions Teams' assessment of their:

- Communication
- Leadership
- Maturity
- Empathy and Nurturing
- Decision Making, and
- Unity knowledge, including understanding and application of the key concepts from the 12 required SEE classes.

**The Minimum Eighteen Required SEE Classes:** These courses require 180 hours of study (twelve 10 hour classes) in the following SEE categories:

- Sixty (60) hours of Scriptural Studies and Skills:
  - SCS 100 - Overview: Hebrew Scriptures
  - SCS 105 - Overview: Christian Scriptures
  - SCS 110 - Bible Interpretation: Hebrew Scriptures
  - SCS 115 - Bible Interpretation: Acts 0 Revelation
  - SCS 120 - Jesus' Teachings
  - SCS 125 - The Christ
- Thirty (30) hours of Spiritual Personal Development:
  - SPD 100 - Unity Prayer
  - SPD 105 - Meditation Practices
  - SPD 110 - Self-Awareness
- Ninety (90) hours of Historical and Theological Studies:
  - HTS 100 - Foundations of Unity
  - HTS 105 - Metaphysics 1
  - HTS 110 - Metaphysics 2

- HTS 115 - Metaphysics3
- HTS 120 - Metaphysics4
- HTS 125 - Twelve Powers
- HTS 130 - Prosperity
- HTS 135 - Healing and Wholeness
- HTS 140 - History of New Thought and Unity

While the above 18 courses/180 hours constitute a minimum requirement, there is great value in completing the Spiritual Development portion of SEE and graduation from the SEE Spiritual Development Program is highly recommended.

If you chose not to complete the Spiritual Development portion of the SEE program, we **highly recommend** that you consider the following SEE courses, even though they are **not** required.

- Conversation Skills
- Self-Care
- I of the Storm
- Discerning Your Purpose

Those who desire to move quickly can potentially complete these requirements by participating in SEE courses taught in local ministries and the UWSI online SEE Program.

**We look forward to supporting you on your spiritual journey. For more information, see our website: [www.unityworldwideministries.org/uwsi](http://www.unityworldwideministries.org/uwsi) or [www.uwsi.org](http://www.uwsi.org).**