



Evaluation Fee: \$ _____

Universal Church of the Master

1361 S. Winchester Suite 115 San Jose, CA 95128 Ph: 408-370-6519 Fax 408-370-6591 www.u-c-m.org

APPLICATION FOR MINISTRY CREDENTIAL INSTRUCTIONS

This form is the preliminary applicant information form for all new members of Universal Church of the Master.

APPLICATION INSTRUCTIONS

All Candidates: your Sponsor must authorize your readiness for UCM Board review of your application by attesting that you have been given permission to begin the qualification process.

We recommend that you review the requirements and policies for the type of credentialing you will be applying for before entering your information and completing this form. All sections must be completed on this APPLICATION FOR MEMBERSHIP and must be accompanied with the necessary support documents which include:

- (a) This completed Application for Ministry Credential.
- (b) A complete resume to include:
 - (1) Formal Academic Education
 - (2) All Religious and Ministerial Training;
 - (3) Other significant training, studies, workshops, seminars, etc.;
 - (4) All employment and work experience;
 - (5) All ministerial experience;
 - (6) A self-appraisal of his/her spiritual gifts;
- (c) Original Transcripts from all seminary studies, colleges, schools and training programs. These transcripts may be mailed directly to UCM Headquarters by the school or if issued to the candidate in an original sealed envelope.
- (d) A minimum of two character references attesting to the candidate's character, suitability, and sense of call to the ministry. These letters must be from two persons who have known the candidate for at least five years, **be addressed to the UCM Board of Trustees**, include the reference writer's full name, address, and telephone number and clearly state in what capacity the writer has known the candidate.
- (e) A Faith journey paper to include: a comprehensive statement of the candidate's sense of call to the ministry, including why he or she desires to transfer to UCM. (Part II Narrative Questions)
- (f) Two LIVE SCAN cards for Criminal background check obtained from a local provider.
- (g) Authorization/Release of records for search of Civil and Criminal Records including Sexual Misconduct. (Part IV Form Included)
- (h) The Evaluation Processing fee in the correct amount. (Headquarters will list the amount on the application). *Processing fee is assessed to cover the cost of background & credit check and other administrative costs and is nonrefundable regardless of outcome.*

LICENTIATE MINISTERS/HEALER-PRACTITIONERS APPLYING FOR ORDINATION MUST INCLUDE:

- (i) a copy of your current DUES CARD to indicate your good standing.

TRANSFER CANDIDATES MUST ALSO INCLUDE:

- (j) Copies of the minister's ordination credentials/certificates and sufficient information about the former church or denomination that explains their history, background, purpose and address.
- (k) A statement or letter from the minister's most recent appropriate denominational judicatory representative or immediate supervisor describing the ministerial standing of the minister with his/her denomination and an assessment of the minister's work in the denomination.

Upon receipt of this Application, supporting documents, and evaluation fee, the UCM Board of Trustees will begin to evaluate the candidate's file and begin to process the criminal background and credit check. If necessary, the President or a representative of the Board of Trustees will contact the candidate for an interview.

To expedite the processing of your form, contact your Sponsor to inform him/her that you have submitted an Application for Ministry Credential for his/her attestation. All correspondence and submission of materials, with the exception of the reference letters, must be sent through the applicant's sponsor.

Please have your Sponsor contact UCM Headquarters to notify us that your form is being submitted.

UNIVERSAL CHURCH OF THE MASTER, WORLD HEADQUARTERS
1361 S WINCHESTER BLVD, #115 SAN JOSE, CA 95128
408-370-6519 STAFF@U-C-M.ORG



UNIVERSAL CHURCH OF THE MASTER Application for Ministry Credential

ATTACH A RECENT PASSPORT TYPE PHOTOGRAPH IN THIS SPACE

PART I: GENERAL INFORMATION

Please Print or Type

Name _____

(Last Name)

(First Name)

(Middle Name)

AKA _____

Street Address _____

City _____ State/Prov _____ Zip/Postal Code _____

Country _____ E-mail _____ Fax _____

Preferred Phone _____ Alternate _____

Date of Birth ____/____/____ (Month/Day/Year) Gender: male female SSN: ____-____-____

I AM ACTIVELY SEEKING:

LICENTATE/Healer-Practitioner MINISTRY CREDENTIALS

ORDAINED MINISTRY CREDENTIALS

TRANSFER of ORDAINED MINISTRY STANDING

REINSTATEMENT of ORDAINED MINISTRY STANDING

MY CURRENT ECCLESIASTICAL STATUS IS... (SELECT ONE):

____ UCM Registered Student

____ UCM Licentiate Minister/UCM Healer-Practitioner

____ ORDAINED MINISTER OF DIFFERENT DENOMINATION

____ UCM ORDAINED MINISTER (Lapsed Standing) Certificate # _____

PRIOR DENOMINATIONAL MEMBERSHIP: ORDAINED MINISTER TRANSFER CANDIDATE ONLY

If you are a Transfer Candidate, please provide information on your current/prior denomination and/or the denomination of your ordination:

Originating Denomination of membership: _____

Street Address _____

City _____ State/Prov _____ Zip/Postal Code _____

Country _____ Phone _____ E-mail _____ WEB _____

CONTACT PERSON _____

Ordination Date: ____/____/____ (Month/Day/Year) Are you Currently in Good Standing? YES NO

Date of departure: ____/____/____ (Month/Day/Year)

RESUME

PLEASE ATTACH A COMPLETE RESUME TO INCLUDE:

- (1) Formal Academic Education
- (2) All Religious and Ministerial Training;
- (3) Other significant training, studies, workshops, seminars, etc.;
- (4) All employment and work experience; (secular and religious)
- (5) All ministerial experience;
- (6) A self-appraisal of your spiritual gifts.



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ADDITIONAL CERTIFICATION/TRAINING: *This section is for CERTIFICATIONS NOT RECEIVED THROUGH UCM*

(Check whether you are certified in the following areas. State the type of certification you hold and when and where training/certification was received.)

✓		✓	
	Certified/Licensed Practitioner/Healer		Certified Medium
	Certified Educator		Certified Business Administrator
	Certified Conflict Mediator		Clinical Pastoral Education (#____ CPE Units Completed)
	Other:		Language Fluency: <i>Please list all languages you are fluent in.</i>

SPONSOR INFORMATION *(Your Sponsor will submit your application with his/her evaluation form for attestation.)*

Name (Rev.) _____

(First Name)

(Middle Name)

(Last Name)

UCM CERTIFICATE # _____ Preferred Phone _____ Alternate _____

Street Address _____

City _____ State/Prov _____ Zip/Postal Code _____

Country _____ E-mail _____ Fax _____

REFERENCE LETTERS

Please have a minimum of two character references attesting to the candidate's character, suitability, and sense of call to the ministry. These letters must be from two persons who have known the candidate for at least five years, be addressed to the UCM Board of Trustees, include the reference writer's full name, address, and telephone number and clearly state in what capacity the writer has known the candidate.

Please list the following information for your references:

Name

Relation to you

Phone

E-Mail

1. _____

2. _____

3. _____

4. _____

Please Initial

_____ I hereby authorize those inquiring into my suitability to contact my references if needed.



PART II: NARRATIVE QUESTIONS

REQUIRED OF ALL CANDIDATES

I, _____, being in accord with the
TENETS of the UNIVERSAL CHURCH OF THE MASTER, do hereby apply for membership for the following reasons:



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PART II: NARRATIVE QUESTIONS con't

✓ALL APPLICANTS *please read the following questions and write or check the appropriate answers:*

1. Describe the ministry setting to which you believe Spirit is calling you.

2. Describe a moment in your recent ministry that you recognize as one of success and fulfillment.

3. What are the growth areas which you have identified in yourself?

4. Have you been instructed in the various laws of your state and area concerning the illegal practice of medicine, Healing and Private Counseling? Yes No

5. Who instructed you about these laws? _____

6. Are you familiar with the basic principles of Spiritualism as adopted by the Universal Church of the Master? Yes No

7. Do you fully understand your ethical and moral responsibilities as a Minister in the Universal Church of the Master and do you accept the obligation to honor these moral principles and the UCM ministerial code of ethics? Yes No

8. Have you read and do you agree to comply with the Constitution and By-Laws of the Universal Church of the Master?
 Yes No

9. Do you understand that you cannot hold and do you agree that you will not hold any ministerial certifications or any church charters from any organization other than the Universal Church of the Master? Yes No

✓LICENTIATE MINISTER AND HEALER/PRACTITIONER APPLICANTS ONLY

Please read the following questions and check the appropriate answers:

10. Do you fully understand that you cannot use the title "Reverend" and are NOT legally authorized to perform the marriage ceremony until you have received your ordination certificate? Yes No

11. Do you feel qualified to conduct an entire church service if requested by an ordained minister? Yes No



PART III: SPIRITUAL PRINCIPLES PAPER

REQUIRED OF ALL CANDIDATES

ON A SEPARATE SHEET OF PAPER PLEASE COMPLETE THE FOLLOWING:

DIRECTIONS: *Think of yourself as answering the question “What is your Statement of Faith?” from a person who is not affiliated with the UCM.*

1. After reading the section on Principles in Dr. Fitzgerald’s book *A NEW TEXT OF SPIRITUAL PHILOSOPHY and RELIGION* (Pages 62-73) please write a short reflection on your understanding of the 10 UCM Spiritual Principles and your understanding of who Jesus the Christ is/was (Pg. 146 *MINISTER’S GUIDE*) and your understanding of Scripture (see pages 10 and 129 of the *MINISTER’S GUIDE*).
 2. Include a short summary conclusion and a works cited section at the end.
 3. Please try to keep your answers as brief as possible with your paper being no longer than 3 pages (Font **CALIBRI 10**).
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The Spiritual Principles

- (1) “We believe in the Fatherhood of God and the brotherhood of Man.” pg. 62 NEW TEXT
- (2) “All phenomena that occur within the realms of nature, both physical and spiritual, are manifestations of Infinite Intelligence (God).” pg. 64 NEW TEXT
- (3) “True religion is discovered by understanding correctly the Laws of Nature and of God, and living in harmony therewith.” pg. 64 NEW TEXT
- (4) “Individual existence, personal identity and memory continue after the transitional experience called death.” pg. 65 NEW TEXT
- (5) “Communication with the ‘living dead’ is a scientific fact, proven under test conditions by the phenomena of Psychical Research” pg. 67 NEW TEXT
- (6) “The Golden Rule, ‘Whatsoever ye would that others should do unto you, do ye also unto them,’ (Mat 7:12) is the essence of morality.” pg. 68 NEW TEXT
- (7) “Every Individual is morally self-responsible.” pg. 68 NEW TEXT
- (8) “The genuine improvement and reformation of the human soul are always possible in this world and in the next.” pg. 70 NEW TEXT
- (9) “Prophecy exists in our times as in Biblical days, and is proven scientifically through mediumistic powers of divination.” pg. 70 NEW TEXT
- (10) “The universe, as a spiritual system expressing divine wisdom, makes possible the eternal progress of the human soul who loves truth and goodness.” pg. 72 NEW TEXT

ON JESUS THE CHRIST: (*“JESUS CHRIST: The central religious figure in the history of western civilization; some say he was the last as well as the greatest of the Divine Messengers to humanity. A great Initiate, incarnated the LOGOS (Word of God) who bore a gospel of love to the western nations, and implicitly to the world.” Pg. 146 MINISTER’S GUIDE*)

ON SCRIPTURE: (*see pages 10 and 129 of the MINISTER’S GUIDE*)

IN CONCLUSION:

WORKS CITED

Fitzgerald, B. J. *A New Text of Spiritual Philosophy and Religion*. San Jose, Calif.: Universal Church of the Master, 1954.
Fitzgerald, B. J. *Minister’s Guide and Service Book*. San Jose, Calif.: Universal Church of the Master, 1954.
And any other authors/books you may have used.

Attach your Spiritual Principles Paper to this application



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PART IV: CANDIDATE RELEASE FOR COLLECTION OF CIVIL, CRIMINAL RECORDS INCLUDING SEXUAL MISCONDUCT

ALL CANDIDATES MUST COMPLETE THIS FORM

Candidate Name _____ File Number _____ Sponsoring Minister _____

The information contained in my Application for Membership Form on file with the Universal Church of the Master, Inc. is accurate to the best of my knowledge and may be verified by the calling and employing entity. I hereby authorize the Universal Church of the Master Inc. President and/or Board of Trustees to which my Application for Membership Form is being sent to inquire concerning any civil or criminal records, and/or any judicial proceedings involving me as a defendant, related to sexual misconduct, or any other type of dubious or questionable activity. By means of this release I also authorize any previous employer, and any law enforcement agencies or judicial authorities or ecclesiastical governing bodies to release any and all requested relevant information related to sexual misconduct or any other type of dubious or questionable activity to the Universal Church of the Master Inc. President and/or Board of Trustees to which my Application for Membership Form is being sent.

SEXUAL MISCONDUCT SELF CERTIFICATION

The following information related to sexual misconduct was mandated by the UCM CREDENTIALS POLICY and PROCEDURES adopted by the Universal Church of the Master, Inc. Board of Trustees November 2014.

PLEASE INITIAL ONE OF THE FOLLOWING:

_____ I certify below that no civil, criminal, ecclesiastical complaint has ever been ***sustained*** or is ***pending*** against me for sexual misconduct or any other type of dubious or questionable activity; and I have never resigned or been terminated from a position for reasons related to sexual misconduct or any other type of dubious or questionable activity.

_____ I am unable to make the above certification. I offer, instead, the following description of the complaint, termination, or the outcome of the situation with explanatory comments on an attached separate sheet of paper.

*Sustained	<ul style="list-style-type: none"> In a criminal court, "sustained" means that there has been a guilty plea, a guilty verdict or a plea bargain. In a civil court, "sustained" means that there has been a judgment against the defendant. In an ecclesiastical case, "sustained" means that there has been a guilty plea and censure imposed, or finding of guilty with censure imposed, by a permanent judgment judicial commission in a Church or denominational body or an equivalent body of another faith tradition.
*Pending	<ul style="list-style-type: none"> In a criminal court, "pending" means a criminal charge before a grand jury, in the process of being prosecuted, or in a case which there is not yet a verdict. In a civil court, "pending" means a case in which there has not been a decision or judgment, In an ecclesiastical case, "pending" means an accusation is being investigated by a special disciplinary committee or charges have been filed but have not been decided by a Church or denominational body or an equivalent body of another faith tradition; or an accusation or charges are in an equivalent state or process in a religious organization other than the UCM.

"Sexual Misconduct is the comprehensive term used in this policy and its procedures to include: 1) Child sexual abuse; 2) Sexual harassment; 3) Rape or sexual contact by force, threat, or intimidation; 4) Sexual conduct (such as offensive, obscene or suggestive language or behavior, unacceptable visual contact, unwelcome touching or fondling) that is injurious to the physical, mental, or emotional health of another; 5) Sexual Malfesance defined as sexual conduct within a ministerial (e.g. clergy with a member of the congregation) or professional relationship (e.g. counselor with a client, lay employee with a church member, denominational executive with a committee member who may be a layperson or a minister). Sexual misconduct includes unwelcome sexual advances, request for sexual favors, and verbal or physical conduct of a sexual nature. This definition is not meant to cover relationships between spouses, regardless of sexual orientation, nor is it meant to restrict church professionals from having normal, social, intimate, or marital relationships with a spouse or partner outside the professional ministerial relationship."

Please initial

_____ I have read this certification and release form and fully understand that the information obtained may be used to deny my application and/or any other type of ministerial standing/endorsement from the Universal Church of the Master, Inc. I also agree that I will hold harmless the Universal Church of the Master, Inc. and/or judicial authority and/or any other entity from any and all claims, liabilities, and causes of action for the legitimate release of any information related to sexual misconduct and/or any other type of questionable or suspicious activity. This would include any ecclesiastical and/or civil and/or criminal records and/or any judicial proceedings involving me as a defendant. I also understand that a copy of the criminal background report will be furnished to me upon written request.

Signature _____ Print name _____ Date _____

Witness _____ Print name _____ Date _____