Dear Name:

Congratulations! The District Committee on Ministry of the (Name of District), at their meeting on (date of meeting), approved you as a Certified Candidate and a pending approval for you to receive a License to Preach. Your next step is to contact the Rev. Patty Johansen ([pjohansen@adams.net](mailto:pjohansen@adams.net)), Dean of our School as a Licensed Local Pastor, to receive information on the next scheduled session of the school and you can find more information on the IGRC website (<https://www.igrc.org/licenseschool>). You will need to successfully complete License School before the Bishop/Cabinet will be able to appoint you to a local church.

Upon your completion of the School for License as a Local Pastor and your official appointment as a local pastor by the Bishop and the Cabinet, you will receive a paper copy of your License to Preach. You must bring that document with you each time you meet with the District Committee on Ministry.

Once you’ve completed the School for License as a Local Pastor you will need to begin thinking about preparing to attend the Course of Study School at one of our Regional Course of Study School connected to our United Methodist Seminaries. You can get more information about the different schools be looking at the information on the GBHEM website (<https://www.gbhem.org/clergy/licensing-course-of-study/>).

**PLEASE REMEMBER:** you only have (8) years from this point forward to complete the requirements of Course of Study. Every year you will be asked by the District Committee on Ministry what progress you’ve made since your last meeting with them. This is your time to ask questions and to clarify your preparation for ministry. Prior to this meeting you will be assigned a new ministry track in UMCARES to prepare for this meeting. All requirements of this track must be completed prior to the meeting.

Again, this is an exciting time and we celebrate with you. Of course, if you have questions you can either contact (name and contact information of dCOM Registrar) or you can reach out to the Board of Ordained Ministry’s Administrative Assistant (Dr. John L Salzman; [bomass@igrc.org](mailto:bomass@igrc.org)) at any time.

The prayers of the District Committee members are guiding you as your continue your journey towards Fulltime Local Pastor Service.