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## Undergraduate certification

Undergraduate certification is available by taking an undergraduate degree at one of the United Methodist Colleges whose programs have been approved by GBHEM and then completing two years of employment in the area of specialized ministry. After two years of employment and at least two years of membership in the United Methodist Church, application should be made to the General Board of Higher Education and Ministry on “Application for Professional Certification” (Form 323790) that can be downloaded from [www.gbhem.org](http://www.gbhem.org). A copy should be sent to the certification registrar of the applicant’s annual conference BOM. In both instances copies of transcripts should be sent with the application.

### Introduction

Certification in specialized ministry offered by the General Board of Higher Education and Ministry (GBHEM) was created out of a desire on the part of individuals to serve the church with excellence and to

### United Methodist Colleges with approved undergraduate programs

**Centenary College of Louisiana**  
[Certification: Christian Education](#)

**Columbia College**  
[Certification: Christian Education & Youth Ministry](#)

**Huntingdon College**  
[Certification: Christian Education](#)

**LaGrange College**  
[Certification: Christian Education, Youth Ministry, and Church Music](#)

**Martin Methodist College**  
[Certification: Christian Education](#)

**Ohio Northern University**  
[Certification: Youth Ministry](#)

**Oklahoma City University**

serve more effectively.

To the right are a list of United Methodist Universities and Colleges that offer a concentration or undergraduate degree in the fields of: Christian education, youth ministry, music ministry, or camp/retreat ministry. Persons who have completed the academic requirements from one of the listed Universities or Colleges will be ready to move toward Undergraduate Professional Certification.

**Academic Requirements:**

The college must offer a major in the area of study or a major in Religion with emphasis in the desired area of study. This would typically require a minimum of 30-36 semester hours (or equivalent quarter hours) in the major field.

At least 15-18 semester hours (or equivalent quarter hours) should be specifically in the major (or concentration.) A balanced course of study would also include biblical, historical, theological, and educational foundation, developmental approaches to and resources for teaching and learning and supervised field experience for the field of study in the church.

Additional courses should be in the field of biblical study, e.g. Old and New Testament, Church History and Theology/Christian Doctrine and related courses in areas such as sociology, psychology, philosophy, literature, history, and education. A course in United Methodist Studies is required.

A least nine semester hours (or equivalent hours) in the major should be numbered at the junior level or

[Certification: Religious Education, and Youth Ministry](#)

**Pfeiffer University**

[Certification: Christian Education, Church Music, Youth Ministry, and Camping and Retreat Ministries](#)

**Shenandoah University**

[Certification: Christian Education, Music Ministry](#)

**Texas Wesleyan University**

[Certification: Christian Education, Youth Ministry, and Music Ministry](#)

**University of Indianapolis**

[Certification: Youth Ministry](#)

**West Virginia Wesleyan College**

[Certification: Christian Education and Youth Ministry](#)

above.

The 2004 Book of Discipline states, “When persons are hired, [in the local church] consideration shall be given to the training qualifications and certification standards set forth by the general church agency to which such positions are related.” (§259.2, g,12)

Certification provides biblical and theological training, knowledge of United Methodist structure and resources, skill development, support, and accountability.

Certification is The United Methodist Church’s recognition that an individual has been called and has made a commitment to serve and fulfill the required standards for academic training, experience, and continuing study to serve with excellence in an area of specialized ministry.

For Standards and Requirements for Certification in each specialization ministry contact: General Board of Higher Education & Ministry, Education Team, P.O. Box 340007, Nashville, TN 37203-0007. (615) 340-7375 or visit [www.gbhem.org](http://www.gbhem.org).