

Local Pastor Checklist

- Attend licensed local pastor school in June of first year appointed as a local pastor
 - Request local pastor's license
- While serving under Episcopal appointment, your District Superintendent is your supervisor; you will also be assigned a clergy mentor to encourage you and help you stay connected with your clergy sisters and brothers until you have completed the basic course of study
- Request clergy mentor's recommendation letter each year prior to relicensing interview
- After your first year of ministry, begin taking course of study courses until you have completed the basic course of study
- Stay in contact with your District office and District Committee on Ministry (dCOM)
 - Request and attend annual **relicensing** interviews with dCOM
 - Bring **license**, course of study **transcripts**, and clergy **mentor's recommendation letter** to each annual relicensing interview