

**United Centers for Spiritual Living**

# **Ministerial Code**

*Science of Mind*  
A philosophy, a faith, a way of life

**Approved by the CORE Council**

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2600 West Magnolia Blvd.  
Burbank, CA 91505**

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## **United Centers for Spiritual Living Overview**

From the Subcommittee on Organizational Design & the Organizational  
Renewal Project Committee - October 15, 2000

### **Our Vision: "Global Heart"**

1. We envision the emergence of the Global Heart to balance and guide the further evolution of humanity.
2. We see a world free of homelessness, violence, war, hunger, separation and disenfranchisement.
3. We see a world in which there is generous & continuous sharing of heart and resources. We envision a world in which forgiveness, whether for errors, injustices, or debts, is the norm.
4. We see a world in which borders are irrelevant.
5. We see a world which has renewed its emphasis on beauty, nature and love through a resurgence of creativity, art, and aesthetics.
6. We see a world in which fellowship prospers and connects through the guidance of spiritual wisdom and experience.
7. We envision a world in which we live and grow as One Human Family. We envision "UCSL" as a bridge across the illness and illusion of separation thereby dynamically empowering the vision of Global Heart.
8. We envision "United Center for Spiritual Living" as united and actuated by this compelling vision of a healthy world (a world experiencing Global Heart) & is ardently committed to bringing this vision forth through its ministries & its transformative teaching.
9. We see "UCSL" as a global community of people pervasively caring for and about each other and the entire human family, thereby bringing the gift of active compassion to the world. Our local churches and communities become "points of inspiration and influence" effectively advancing the vision of Global Heart.

### **Our Mission: "Awakening Through Spiritual Community"**

"United Centers for Spiritual Living" experiences and manifests the truth of Oneness through the demonstration and development of Spiritual Community. We experience being one community with many locations.

The "glue" for our Spiritual Community is our shared commitment to spirituality, love, vision, community service, education, integrity, financial health, caring, and compassion. We make our decisions and guide our growth by continuous sensitivity to the unfolding vision of God for our community and by devotion to our shared values and guiding principles.

We convey a way of life based on spiritual practices that builds spiritual community globally. Every center, church or aspect of our Spiritual Community serves as a point of inspiration and dynamic influence for the vision of Global Heart, and we further express our vision through compassionate service to our members and to the world.

Our vital and growing Spiritual Community fuels an expanded awareness of our transformative teaching throughout the world. As we communicate "New Thought-Ancient Wisdom" through the teachings of Science of Mind and Spirit, we further the experience of a "universal spirituality" bridging all peoples, cultures, nations and faiths.

The richness of our expression of Spiritual Community cultivates leaders, not just followers. We bring forth an enlightened citizenry and generate an abundant flow of spiritual leaders in service to the transformation of our world.

### **Our Shared Values**

(from the 2000 Convention and Organization Renewal Design)

Spirituality  
Financial Health  
Integrity  
Love  
Caring  
Compassion  
Education  
Safety  
Diversity & Inclusivity  
Vision  
Growth  
Prosperity  
Community Service

### **Our Guiding Principles to Empower our Shared Values**

1. **Spiritual Mind Treatment and Visioning:** To anchor our expression of spirituality, we value an emphasis upon spiritual mind treatment and meditation for spiritual connection, along with the practices of visioning and co-creation for spiritual insight to reveal our pathway.

2. **Leaders as Vision Facilitators:** Leadership at all levels is centered on the facilitation of the Vision and the ever unfolding pathway revealed through continued visioning practices. Rather than "Lone Rangers" advancing their personal opinions and preferences, our leaders participate in discerning the pathway for the unfoldment of our vision and facilitate progress along that pathway. Furthermore, our leadership involves as many as possible in service to the vision and continually cultivates more leaders.
3. **Congruence:** An all-pervading dedication to living out our values and principles and to advancing our Vision and Mission in every way possible and at all levels of our community. Simply put, our community and its members "walk our talk," in dedication to expressing a living embodiment of our Vision/Mission and of our teaching. We are demonstrating and actualizing our Vision and our possibilities.
4. **Accountability:** By means of rigorous dedication to our values and guiding principles, we manifest a natural accountability for our commitments, actions, and community participation. We are thoroughly principled and constructive.
5. **Teamwork:** At all levels, we work together to achieve our goals and to develop an ever richer, more involved and impactful Community.
6. **Open Communication:** Information and insights flow openly and dynamically in this new Community, enhancing creativity, engendering a sense of inclusion, and nurturing the efficient resolution of misunderstandings or conflict.

## **To Ministers of the United Centers for Spiritual Living**

Dearest Colleague,

Welcome to the infinite possibilities we have to be instruments through which peace emerges, love abounds, compassion expresses, prosperity overflows, and New Thought/Ancient Wisdom Principles are taught. As spiritual leaders in the world, we are emissaries of Dr. Ernest Holmes' teachings and wisdom. We open ourselves to be divinely guided in knowing and revealing the Spiritual Truth about ourselves, each other, the members of our spiritual communities and all living beings in all situations. As United Center for Spiritual Living (UCSL) Ministers, we stand together in fulfilling the Global Heart Vision by allowing it to be alive and healthy throughout all aspects of our UCSL Spiritual Community.

In 2002 the Core Council requested development of a Code Oversee Team (CO Team), to review and revise the UCSL Educational, Ministerial, and Practitioner Codes and the Professional Standards Manual.

The Team's charge was to:

- a) create consistency between and among the Codes and the Manual, and
- b) bring them into alignment with the Global Heart Organization Design, Guiding Principles, Bylaws and Group Definitions.

Our work has been informed by:

“The spiritual community of UCSL is united and actuated by the compelling vision of a healthy world, a world experiencing Global Heart, and is ardently committed to bring this vision forth through its ministries . . .” (In part from the Organizational Design, 2001)

“ . . . the Science of Mind philosophy can transform the hearts and minds of humanity and contribute significantly to bring love, harmony, peace and abundance to all people everywhere . . .” (In part from Bylaws of UCSL – Preamble 2001)

Emphasis in this revision of the Ministerial Code is on the concept that UCSL Ministers are dedicated to a teaching and healing ministry that offers and carries Science of Mind to the people of the world. Ethical Standards, based on our Global Heart Vision, Shared Values and Guiding Principles, are the central focus of the Code. Intended to guide our ministerial behavior and activities, these Standards are framed as privileges and opportunities rather than as demands. Our intent, drawn from the Organizational Design Proposal, October 2000, was to articulate, encourage and mentor high consciousness and spiritual integrity and to eliminate wording that implied judgment, domination and punishment. Other changes to the Code include more clearly stated Ministerial “Definitions”,

new "Standards for Ordination", a "Dedication to Practitioners", and a modified "Categories of Licenses" section. The new format includes a Contents page to help in finding the various sections.

The CO meetings were conducted from loving and open hearts and minds. Between meetings, members of the team revised various parts of the Ministerial Code and presented them to the group for the group's feedback and ideas. In addition, this Code was presented to all UCSL Ministers for their greater, collective input.

It has been an honor and a privilege to serve UCSL in the revision of this Code. May you enjoy your spiritual journey as a UCSL Minister and soar to even greater heights of enlightenment, self-expression and service. As you pray, teach, lead, follow, laugh, sing, and "walk your talk," know that you are embraced and uplifted by the love of God and the committed support of your colleagues.

In Loving Service,

Rev. Dr. Kathy Hearn, Community Spiritual Leader

-and-

The Code Oversee Team Members:

Rev. Cay Thompson, Chair

Rev. Dr. Francione

Lewis Bobbie Presley, RScP

Rev. Nikki Coleman Ackerman

Rev. Donna Maurer

Katherine Saux, RScP

Rev. Donald Graves

Taffye Wallace, RScP

## **Purpose**

The purpose of this Code is to provide consistency and standards of excellence for the ministry, and to establish ethical standards and ministerial qualifications and procedures for licensing, teaching, mediation and other venues that may come before a Minister.

## **Definitions**

The following terms are hereby defined as they are used in United Center for Spiritual Living (UCSL) and in this code:

**Affiliating Minister:** a licensed Minister from another religious organization, who has applied to be recognized as a UCSL Minister

**Assistant Minister:** a licensed Minister who serves under the exclusive jurisdiction and at the pleasure of the Senior Minister, and who serves without right of succession to the Senior Minister with a written job description that must accompany the Letter of Call

**Associate Minister:** a licensed Minister who serves a spiritual community with the right of succession to the Senior Minister with a written job description that must accompany the Letter of Call

**Chaplain:** a licensed Minister serving full-time in a hospital, prison or armed forces under an identifiable job description, and whose service in said arenas has been approved by the Ecclesiastical Core Coordinator or designee

**Co-Minister:** one of two Ministers of equal status as Senior Minister, serving under simultaneous Letters of Call to the same spiritual community and if one leaves the spiritual community, the other remains as Senior Minister

**Community Membership Covenant:** the covenant signed between a spiritual community and UCSL

**Community Spiritual Leader (CSL):** the spiritual leader of UCSL

**CORE Council (C.O.R.E.):** the legal governing body of UCSL, who serves in partnership with all other leadership functions of UCSL

**Ecclesiastical CORE Coordinator (ECC):** the UCSL coordinator and liaison for UCSL and all field ministries

**Ecclesiastical Representative (ER):** an Ordained Minister, appointed by the

**Ethical Standards:** those standards of behavior, as agreed upon and embraced by all UCSL Ministers

**Global:** all UCSL multi-national work

**Letter of Call:** a legally binding contract, detailing the services offered and the compensation exchanged for those services, issued by a UCSL Member Community, mutually agreed upon and signed by the Minister and the Member Community; a copy is on file with the appropriate UCSL department

**Licentiate Minister:** a status granted by UCSL to those who have completed all licensing requirements, as stated in Article IV, Section 2, of this Code

**Minister:** a Minister who meets the requirements and behavioral standards of this Code and is licensed as Provisional; Special Nation Novitiate or Licentiate; Licentiate; or, one who is Ordained, Active or Retired in Religious Science

**Ordained Minister:** a Minister who has fulfilled the Ordination Standards and completed the requirements as found in Article VI of this code

**Professional Practitioner:** an individual who has met all UCSL certified educational and licensing requirements for Practitioners, is current in all required fees, and whose behavior at all times is aligned with the Professional and Ethical Standards of the Practitioner Code

**Professional Standards:** the standards of practice for all UCSL Ministers and Professional Practitioners

**Provisional Minister:** a Minister who has fulfilled the requirements for a Provisional License as stated in Article IV, Section 1

**Reverend:** the title authorized to a Minister of UCSL (See MINISTER)

**Senior Minister:** a Minister under a Letter of Call, supervising all other Ministers on staff in that spiritual community

**Sexual Propriety:** Minister shall abstain from any sexual harassment, sexual innuendo or unsolicited sexual conduct with students, congregants or clients. Sexually appropriate behavior does not preclude a Minister from entering into an emotionally mature relationship so long as the relationship is by mutual consent with an adult and the relationship is conducted with respect and consideration for the harmony and well-being of the spiritual community

**Special Focus Ministry (SFM):** any ministry that furthers the teachings and principles of Science of Mind through forms other than regular church pulpit ministries, and that is consistent with the mission and purpose of UCSL; a SFM shall have all of the following three elements:

- (a) a licensed UCSL Minister in active status/good standing as the spiritual leader

- (b) organized under UCSL Bylaws
- (c) have a signed Community Membership Covenant with UCSL

**Special Nation Licentiate Minister:** a license granted by UCSL to a graduate of a UCSL Global School of Ministry, or an individual who has completed three (3) years as an accomplished Global Novitiate Minister with a growing work; certain conditions prevail, while serving under a Global Licentiate License, as noted in Article IV, Section 5, of this code

**Special Nation Novitiate Minister:** a license issued by the UCSL ECC to a person who has not met the qualifications as otherwise stated in Article IV of this code; this license can be issued for one year, can only be renewed twice, and is subject to the requirements as noted in Article IV, Section 4, of this code

**Staff Minister:** a licensed Minister who:

- (a) serves under the supervision, exclusive jurisdiction and at the pleasure of the Senior Minister and under a Letter of Call that specifies limited and particular ministerial duties for a spiritual community, or
- (b) serves the administrative center of UCSL, under the jurisdiction of the CSL and with a Letter of Call signed by the CSL.

## **Ethical Standards**

### **Section 1: Dedication to God/Spirit as set forth in the Shared Values and Guiding Principles of UCSL**

A) As a Minister of United Centers for Spiritual Living (UCSL), I dedicate myself to the principles of Religious Science as summarized in, "What We Believe", by Ernest Holmes and further elucidated in the 2001 Organization Design as the Global Heart Vision.

B) I abide by the truth that the Divine Presence is everywhere present, and I center my thoughts upon the realization of this Presence.

C) I let the peace of God abide in my heart, ever reminded that my labors are always fruitful.

D) I endeavor to lead those who look to me for spiritual guidance into an assurance and acceptance of wholeness and well-being.

E) I am generous and unselfish in my love of all life. I respect the freedom and dignity of others and strive to be free from fear and superstition.

F) My thoughts, words and actions are in alignment with the principles I teach. I am compassionate in my dealings with all people as loving examples of our teaching and practice.

G) I dedicate myself to the living, loving Presence in all and in serving humanity.

## **Section 2: Dedication to United Centers for Spiritual Living (UCSL), to My Profession and to Each Other as Colleagues**

A) I commit myself to UCSL. I agree to work for the highest good of the organization and to support my unity with my colleagues through full and mutually respectful communication.

B) I commit to financially supporting the spiritual community known as UCSL in a consistent and identifiable manner through contributions made by our spiritual community. I agree to fill out and return to UCSL the semi-annual Declaration Form stating our community's financial pledge.

C) I agree to abide by the policies and regulations set forth by the Consciousness of Reality Evolving (C.O.R.E.) Council of UCSL and by the local spiritual community that I serve.

D) I remain accountable to the standards of our profession at all times, knowing that I represent the Ministers of UCSL and our movement as a whole.

E) When I use the written words, music, or other ideas of others, I give credit where credit is due, by citing the author.

F) I agree to monitor the quality of the materials I use and create, making sure they are in alignment with Science of Mind principles.

G) I recognize a responsibility to participate in activities that contribute to high standards of community and society.

H) I may choose to establish a fee policy regarding use of my professional services.

I) I follow the UCSL Education Code requirements with regard to student registration and completion of Science of Mind certificated classes and courses.

## **Section 3: Dedication to Professional Practitioners as my Partners and Co-Creators as the Healing Arm of the Church**

A) I commit myself to working in partnership with Practitioners for the greatest good of our congregations and our ministries.

B) I honor the Professional Practitioner's path and its value to our own sacred service. I practice the principles of sacred shared leadership with

Practitioners, collaborating and co-creating as instruments and expressions of the Divine Ideal.

C) I actively promote the role and services of the Practitioner to the community, offering and expecting mutual respect, support and commitment to a shared spiritual vision.

D) I recognize that Practitioners serve from their hearts; therefore, I agree to compensate Practitioners for their work as teachers and facilitators according to mutually agreed upon terms. I support in word and deed the Practitioner's ongoing professional, personal and spiritual growth.

E) I am open to giving and receiving constructive, loving feedback, recognizing that open communication and trust are essential to our spiritual partnership and our healing consciousness.

#### **Section 4: Dedication to My Church and Congregation**

A) I commit to fully serve the spiritual community to which I have dedicated myself through a Letter of Call, and I agree to be a good steward of the people, their assets, and the community's resources.

B) I acknowledge my responsibility to maintain high levels of performance and I encourage the representatives of the spiritual community to regularly appraise my performance and provide feedback for improvement and growth.

C) I observe the highest standards in all monetary dealings with my congregants, clients, and students.

D) I maintain sexual propriety with my congregants, clients, and students.

E) I practice honorable behavior with everyone with whom I come into contact.

F) My professional relationships with congregants, clients, and students are to be for their highest good.

G) I respect the right of our congregants, clients, and students to make decisions for themselves and I help them understand the spiritual and mental aspects of their decisions. In any counseling with an individual I stress the primacy of personal responsibility.

H) I continue a counseling relationship with a client only so long as it is clear that the client is benefiting from the relationship.

I) If a client's counseling needs lie outside of my expertise, I support the client with referrals (a minimum of three in a particular field).

J) I consciously support my congregants, clients, and students by assuring them I continue to be available for spiritual counseling.

K) When counseling with a family unit, I carefully consider the inherent conflict that may arise among the members of this unit. I preserve the confidentiality of the relationship and maintain the integrity of each member.

### **Section 5: Confidentiality**

A) I am aware that it is unethical, and a code violation, for a Minister to share information gained through a confidential counseling session with an individual other than the Minister and the client. It is also unethical, and a code violation, for the Minister to use such information, or make remarks regarding that information with the client outside of the counseling session. Such behavior violates integrity and trust.

B) I do not disclose client confidences including names or identities of clients to anyone except:

1) as mandated by law

2) where the Minister is a defendant in a civil, criminal or disciplinary action arising from counseling and, in this case, client confidences may only be disclosed in the course of that action

3) if there is a waiver previously obtained in writing, then information may only be revealed in accordance with the terms of the waiver.

C) I stay apprised of the laws of our state in reporting to the appropriate legal authority any suspected abuse issues in regard to children or the elderly.

D) I stay apprised of the appropriate actions to take regarding drug abuse, mental instability, and other similar issues.

E) I store or dispose of client records in ways that maintain confidentiality.

### **Section 6: Professional Competence and Integrity**

A) I dedicate myself to visioning, faithful meditation, spiritual mind treatment, and diligent study in order that I may expand the consciousness of my ministry. I am dedicated to maintaining high

standards of scholarship and presenting information that is relevant, current and accurate.

B) I seek to remain abreast of new discoveries in the world, and to find ever-widening application of our principles, synthesizing new materials and revelations to enhance the understanding of basic principles of Science of Mind.

C) I nurture and care for myself so that I am able to nurture and care for others. I seek appropriate professional assistance for my own personal problems or conflicts, including dependency on alcohol or other substances. I am aware that the United Church Assistance Program (UCAP) is available to me to provide professional counseling, confidential assessment, evaluation and, where necessary, referral to other appropriate resources.

D) I do not attempt to diagnose or advise on problems beyond the scope of my competence and spiritual focus.

E) I am aware that behavior that is the cause of embarrassment and gossip is not supportive of, and may be clearly obstructive to, the growth, unfoldment and success of the member community. I understand that the behavior of a Minister directly influences the well-being of the community as a whole. I am also aware that the minister may influence and alter the thoughts and lives of others, so I exercise great care when making public statements about another individual.

F) As Licensed or Ordained Minister of UCSL, I recognize that the quality and overall effectiveness of my ministry impacts not only on the member community that I serve and its congregation, but reflects on the reputation of my colleagues, the United Church of Religious Science, and the movement as a whole.

### **Section 7: Responsibility to Students and Interns**

A) I empower students and interns to rely on the presence of God within.

B) I encourage them to develop professionally as rapidly as possible.

C) I encourage students, employees or interns to perform only those professional services in which their level of experience and competence is clearly defined. I pass only students who are ready to move to the next level of class work or professional panels.

D) I do not exploit or take unfair advantage of students, employees or interns.

E) I am aware that Ministers who act as supervisors, are responsible for maintaining and upgrading the quality of their own supervisory skills.

### **Section 8: Advertising**

A) All advertising upholds our professional standards as presented in this code, with clear, accurate representations of the spiritual communities, its classes and activities.

B) I make certain that the qualifications of persons facilitating and presenting programs are represented truthfully.

## **Minister's Agreement**

As a Minister, licensed and supported by the United Centers for Spiritual Living, I will live by the Shared Values and Guiding Principles set forth in our Organization Design inspired by the Global Heart Vision.

I will adhere to the Ethical Standards and abide by the Policies and Procedures as stated in this Code.

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Print Full Name

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Signature of Minister

Date

## **Policies and Procedures**

### **Article I Ministerial License**

In accordance with this Code, the following five (5) categories of Minister standing are provided:

- A. Provisional Minister of Religious Science
- B. Licentiate Minister of Religious Science
- C. Ordained Minister of Religious Science
- D. Special Nation Novitiate Minister of Religious Science
- E. Special Nation Licentiate Minister of Religious Science

### **Article II Approval of License**

A designated UCSL panel approves licensing, ordination and regulation of Ministers. Panel approvals shall be entered into the CORE Council Secretary's Report and become a part of UCSL corporate record.

### **Article III Application and Qualifications**

**Section 1:** A person seeking licensure as a UCSL Minister, must have attained one of the following:

- A. Certificate of Completion from Holmes Institute or its predecessors
- B. Certificate of Completion from a theological seminary approved by United States Department of Education and has completed two years of active service as a Minister
- C. Certificate of Completion from a New Thought ministerial school and has completed two years of active service as a Minister. Each applicant's background and educational credentials is examined to determine that they meet UCSL standards and qualifications.

**Section 2:** Applicants must fulfill all licensing requirements and make application through the appropriate UCSL department. If the candidate has not successfully completed the licensing process within two (2) years of earning the Master of Arts in Consciousness Studies (MACS), the candidate shall be required to wait a minimum of one full year to reapply. During this time, the candidate may be required to undertake a personal course of study and any such actions as directed by UCSL. The candidate is not eligible to re-apply until the second year

has begun. In the second year, and upon approval, the candidate may then re-apply for a ministerial license with UCSL.

**Section 3:** Recognition as a Minister by UCSL is a requisite for active candidating.

**Section 4:** All candidating is handled through the appropriately designated department of UCSL.

**Section 5:** A qualified UCSL Minister may candidate for any UCSL open spiritual community pulpit and shall not be denied employment because of race, gender, color, national origin or sexual orientation.

## **ARTICLE IV Categories of Licenses**

### **Section 1: Provisional License**

A) Purpose: The purpose of the Provisional License is to provide support and recognition to new graduates from Holmes Institute as Ministers in UCSL and the greater community. This license is for the first year after graduation only.

B) Qualifications: To qualify the graduate must have successfully completed their studies at Holmes Institute by meeting all graduation requirements.

C) Application: When the graduate receives confirmation of successful completion of all graduation requirements, he/she is eligible to apply for the oral panel interview for licensing with UCSL. At the same time the graduate may apply for a Provisional License.

D) Who Would Apply: Any graduate may apply who is planning to start a work of their own, a new church, a special focus ministry or who wishes to candidate at existing churches. Graduates with a pending Letter of Call do not need to apply for a Provisional License.

E) Application Process: The graduate requests an application form from Home Office. This form will include a request for the vision, intention and plan for the graduate's ministry.

F) The License: The Provisional License shall be for one year from the date of issue. During this time the provisionally licensed Minister is fully qualified to do all activities pertaining to the ministry. This provisional year is not included in the service time required for Ordination nor is the

Minister eligible for the UCSL Ministerial Retirement Plan. This Provisional License does not in any way imply, or constitute employment or a Letter of Call. It does not imply or assume supervision by UCSL, its Core Council or its Home Office.

G) Provisional Period Requirements: From the time the license is issued and throughout this year, the Provisional Minister will be under the guidance of a specially trained mentor Minister. Mentoring includes, but is not limited to, the following:

1. An initial meeting to determine the nature of the needed support that will include setting priorities and goals, assistance in networking, coaching in readiness for candidating or establishing a Special Focus Ministry;
2. Quarterly follow up meetings that may take place in person or by phone to clarify the vision and progress of the Minister holding the Provisional License and to assess his/her progress and further needs; following each quarterly meeting, the Minister holding the Provisional License shall complete and submit a form, signed by the mentor Minister, to Home Office
3. Prayer and visioning with the new Minister
4. At the end of the provisional year, or at any appropriate time during it, the Minister with a Provisional License may apply for a permanent license.

H) Renewal: Only under special circumstance may this license be renewed. If a renewal is necessary, the provisionally licensed Minister, upon the formal recommendation of his/her mentor, shall submit a formal request to UCSL. Provisionally licensed Ministers, formally requesting renewal of the Provisional License, shall be re-paneled by a panel which shall include three Ordained Ministers. Criteria for requesting and/or granting renewal may include a pending Letter of Call, family or personal emergencies, location or business procedures in process, active candidating for a pulpit, or other time-related matters. In any event, there shall be only one one year renewal of a Provisional License.

I) Grandparent Clause: Graduates of Holmes Institute in the years 2002 and 2003 are eligible to apply for a Provisional License. This Provisional License is valid for one year from the date issued. All of the requirements for the Provisional period described above shall apply. Graduates of Holmes Institute from 1998 until 2002 who have not received a Licentiate License and are still actively pursuing a ministry within UCSL may apply for a Provisional License panel review. All applicants shall be assessed on an individual basis. If granted, this Provisional License is valid for one

year from the date issued. All of the requirements for the Provisional period described above shall apply.

J) Mentor Training: Active, Inactive or Retired UCSL Ordained Ministers shall be chosen by a consensus of the Ecclesiastical Representatives to be Mentor Ministers for provisional licensees. They will have shown exemplary participation within our organization and be aware of the Global Heart Organization, the requirements for Special Focus Ministries, and the process of candidating for a pulpit. Mentor Ministers will be trained in coaching skills and must know the difference between supporting and advice giving. Mentor Ministers will not be responsible in any way for the provisionally licensed Minister or his/her actions. Mentor Ministers are not issuing a Letter of Call nor are they supervising the new provisionally licensed Minister. They stand in the capacity of advisor or coach only.

K) Implementation: On or before January 1, 2004, the supporting infrastructure will be in place for the appointment and training for the mentors.

## **Section 2: Licentiate Minister**

A) Licentiate License is granted by UCSL to the candidate who has completed all licensing requirements set forth in Articles II and III of this Code.

B) While serving under a Licentiate License the following conditions apply:

1. term of license may be up to three (3) years and may be renewed at the discretion of UCSL
2. the Minister must submit regular semi-annual reports to the director of the  
designated UCSL administrative department
3. is ineligible for election to a UCSL ministerial position requiring ordained status
4. may participate in an Ordination Ceremony in any capacity EXCEPT that of Presiding, Presenting or Ordaining Minister
5. is otherwise vested with full ministerial powers for the duration of the license

6. is subject to the legal jurisdiction of the state in which the Minister serves.

C) A Licentiate License does not automatically lead to Ordination. A Licentiate Minister may apply for Ordination after two years active service. The Ordination Examining Panel will determine the preparedness of the candidate for Ordination. They may approve or disallow cumulative service at this time.

D) When a Minister has been approved for Ordination and the licentiate status subsequently expires before conferral of Ordination, the licentiate status shall renew automatically for a period not to exceed six (6) months.

### **Section 3: Ordained Minister**

A) Ordination is granted to a Minister who has fulfilled the Ordination Standards and completed the requirements of Article VI of this Code.

B) Ordinations from other denominations will be recognized after all Ordination requirements of this Ministerial Code are met.

C) Certain conditions prevail as an Ordained Minister. An Ordained Minister is eligible to serve:

1. as a member of the CORE Council and the Visioning Core
2. as a participant in any capacity in the Ordination Ceremony

### **Section 4: Special Nation Novitiate License**

Upon approval of UCSL a Special Nation Novitiate License may be issued by the Ecclesiastical Core Coordinator. Such license shall be for one year and may be renewed twice. Such license may be issued to a person although that person has not met the qualifications as stated in Article IV of this code. The issuance of such license is subject to the following requirements:

A) The work consists of at least twenty five (25) people meeting on a regular basis at least twice a month.

B) A person working in a non-U.S. Country and holding a current UCSL Professional Practitioner License may apply for Novitiate recognition, AND the person must have received training from an UCSL Minister OR a person holding a current Special Nation Teaching Certificate. This training shall be reevaluated every two years and include a written test of the

individual's knowledge. Renewal of certificate may take place after re-evaluation.

C. An oral interview must be conducted consisting of three (3) Ordained Ministers. Said oral interview may be by conference call or other electronic means if necessary.

D. While serving under a Special Nation Novitiate License the following conditions apply:

1. ineligible to candidate
2. regular quarterly ministerial performance reports must be submitted to the ECC
3. ineligible for election to an UCSL executive ministerial position
4. may participate in an Ordination Ceremony except in capacity of Presiding, Presenting or Ordaining Minister.

E. Other than stated above, the Special Nation Novitiate Minister is vested with full ministerial powers for the duration of the license, subject to the legal jurisdiction of the country in which the Minister serves.

### **Section 5: Special Nation Licentiate License**

A. A Special Nation Licentiate License is granted by UCSL to a candidate who has completed training in a UCSL School of Ministry, or has completed three (3) years as a Special Nation Novitiate Minister with a thriving work.

B. While serving under a Special Nation Licentiate License the following conditions apply:

1. term of license shall be three (3) years and may be renewed at the discretion of UCSL
2. the Minister must submit regular semi-annual reports to the ECC
3. the Minister is ineligible for election to a position requiring ordained status
4. may participate in an Ordination Ceremony in any capacity except that of Presiding, Presenting or Ordaining Minister
5. is otherwise vested with full ministerial powers for the duration of the license

6. subject to the legal jurisdiction of the country in which the Minister serves

## **ARTICLE V**

### **Service Classifications**

Any individual who has been licensed as a Minister by UCSL shall hereafter be classified according to one of the following service classifications:

**A. Minister in Active Status is:**

1. a Minister under a Letter of Call in a member spiritual community and/or employed by UCSL or in a volunteer leadership position; has a Provisional License

2. a Minister not presently serving in any of the above capacities who has not allowed more than twenty-four (24) months to elapse since date of last active service, and is actively seeking a ministerial or leadership position with UCSL

**B. Minister in Inactive Status is:**

1. a Minister who is not serving under a Letter of Call and has elected not to seek service

2. a Licentiate Minister who remains inactive for more than twenty-four (24) months returning (as requested) all Licentiate recognition documents to UCSL.

3. To regain Active Status, a Minister may apply to the ECC for consideration.

**C. Minister in Interim Status:**

1. is a retired or inactive Minister who is called into active status for an interim period at the request of a spiritual community

2. receives a Letter of Call for a specified length of time and purpose

3. A spiritual community calling a retired Minister as an Interim Minister is not required to contribute the usual percentage of salary to the Clergy Retirement Plan during the interim assignment.

**D. Minister in Retired Status is:**

1. an Ordained Minister under the Clergy Retirement Plan who has elected to retire
2. an Ordained Minister who is not eligible for retirement under the Clergy Retirement Plan but who has attained the age of sixty five (65) and has decided not to seek further service as a chaplain and/or in an executive capacity in UCSL or a member spiritual community.
3. Minister in Retirement Status may apply for Active Status or serve as an Interim Minister.

**E. Ministers without Official Status:**

1. any Minister whose license was rescinded.
2. An Ordained Minister of Religious Science who voluntarily surrenders all identification (card and certificate) and, in writing, severs affiliation with UCSL.
3. A Provisional, Licentiate or Ordained Minister of Religious Science who has NOT officially severed affiliation with UCSL and/or has not surrendered identification card and certificate, but has associated in a membership or leadership capacity with another religious or philosophical organization in such a manner that serving as a UCSL Minister is relegated to a secondary position of importance, may be requested to surrender all UCSL identification.
4. A Minister in Retired or Inactive Status who has failed to maintain good standing as defined in this code must return all UCSL identification.

**F. Endangered License:** A Provisional , Licentiate, or Ordained Minister (this includes Special Nations) convicted of a felony will have her/his license suspended immediately upon conviction. Upon a finding of facts and analysis of the Licentiate or Ordained Minister's case by the Professional Standards Committee (*See UCSL Professional Standards Policies and Procedures Manual: Section Four Hearings*), the committee may reinstate, suspend or revoke the Licentiate or Ordained Minister's license. Should the Professional Standards Committee decide to suspend or revoke his/her license, the Licentiate or Ordained Minister may appeal that decision. (*See UCSL Professional Standards Policies and Procedures Manual: Section Six Appeals*).

## **ARTICLE VI Ordination Requirements and Procedures**

### **Section 1: Standards for Ordination**

- A. The Minister lives the thirteen (13) UCSL Shared Values as stated in the Overview of this code
- B. The Minister is led by the six (6) UCSL Guiding Principles, as stated in the Overview of this code.
- C. There is a deep commitment to the ministry and to UCSL.
- D. The Minister is ever aware of being flexible and open to new ways to teach Truth Principles, allowing Love to point the way.
- E. The Minister has had experience in all phases of ministry for a minimum of two years
- F. Satisfaction of the above standards is substantiated by the Minister's Semi-Annual Licentiate reports, signed by the Mentor Minister and an Ecclesiastical Representative (ER).

### **Section 2: Request for Ordination**

Request for Ordination is made by the Minister to the appropriate UCSL department, with the approval of the spiritual community's Board of Trustees or equivalent.

### **Section 3: Application for Ordination**

A UCSL Minister who has been previously employed by a non-UCSL affiliated organization, shall present application for Ordination to the appropriately designed Department.

### **Section 4: Additional Application Requirements**

- A. full reports of ministerial performance as required by the designated UCSL office, such as noted in Article VI, Section 1, F, of this code;
- B. at the time of application, letters from the Minister and the Spiritual Community's Board of Trustees or equivalent, if applicable, narrating the accomplishments and financial health of the spiritual community during the Minister's tenure, including the Minister's compensation

C. in the case of a Minister in a Special Focus Ministry, a full report of activities, along with applicable information requested in item “B” of this section, to be confirmed by the Mentor Minister and an ER.

### **Section 5: Ordination Panel**

The designated UCSL department verifies that all requirements are met, and coordinates the establishment of an Ordination Examining Panel. Such panel consists of three (3) Ordained Ministers selected by the ECC or designee, who reviews the applicant’s ministry and makes a unanimous recommendation

- A. Approve Ordination
- B. Disapprove Ordination
- C. Defer action with a specified eligibility requirement

**Section 6: The ECC shall present the panel’s decision to the CORE Council for inclusion in the CORE Council corporate minutes.**

### **Article VII Group Definitions**

**New Works** (Pre-any type of organization):

A Member Community which has a committed membership who are actively working to establish a church, center, institute, group or non-profit corporation in a community, based within and upon the principles of Science of Mind. This group has or is working toward offering a permanent location and regularly scheduled programs and services. Certificated classes may be offered (if there is a Professional Practitioner or UCSL Minister in the group). It is working toward having the financial resources to support its own activities and its director or Minister. This group provides a Minister with the possibility of receiving and maintaining a Provisional License, until such time as full status is achieved. This group is working toward incorporation, if appropriate, and functions with some sort of organizational structure, e.g., Board of Trustees, Council, etc. As a Covenanted Member it enjoys the non-profit tax status afforded it by Community Membership. This group will be listed and promoted wherever appropriate as a “New Works - *type*.”

**Study Group:** A Member Community which has a committed group of members who choose to meet on a regular basis for study, discussion, fellowship and other activities, based within and upon the principles of Science of Mind. A Professional Practitioner or other director approved by UCSL, leads a Study Group. As a Covenanted Member it enjoys the non-profit tax status afforded it by Community Membership. A Study Group may or may not offer a permanent meeting location, the services of a Minister, or regular office hours, to its membership.

Certificated classes may be offered if approved and overseen by an Ecclesiastical Representative or designee. If the Study Group is led by a Professional Practitioner, the Ecclesiastical Representative may approve the teaching of Professional Practitioner Studies. This group will be listed and promoted wherever appropriate (i.e., SOM Magazine, website, etc.) as a "Study Group."

**Teaching Chapter:** A Member Community which has a committed group of members who choose to meet on a regular basis primarily for teaching, learning and applying Science of Mind principles. As a Covenanted Member it enjoys the non-profit status afforded it by Community Membership. A Minister or a Professional Practitioner approved by UCSL acts as Director of a Teaching Chapter, which may or may not offer a permanent meeting location, the services of a Minister, or regular office hours to its membership. Certificated classes and Professional Practitioner Studies may be offered. The offering of Professional Practitioner Studies by a Practitioner Director is to be approved and overseen by an Ecclesiastical Representative or designee. Professional Practitioners may serve the Teaching Chapter. This group will be listed and promoted wherever appropriate (i.e., SOM Magazine, website, etc.) as a "Teaching Chapter."

**Church or Center:** A Member Community which offers Sunday or other type of sacred celebration services, a permanent meeting location, certificated SOM classes, the services of a Minister, Professional Practitioners, and regular office hours, to its membership, based within and upon the principles of Science of Mind. It has the financial resources to support its own activities and to compensate a full-time Minister. It has sufficient membership to provide its community with the programs and services of a church. (A guideline for sufficient membership was established by Ernest Holmes to be 50 members.) This group provides a Minister with the possibility of receiving and maintaining a Licentiate License, until such time as Ordination is achieved. This group is incorporated and functions with some sort of organizational structure i.e. Board of Trustees, Council, etc. As a Covenanted Member it enjoys the non-profit tax status afforded it by Community Membership. This group will be listed and promoted wherever appropriate as a "church or center." If the church or center is between Ministers, Certificated Classes and Professional Practitioner Studies may be offered if approved and overseen by an Ecclesiastical Representative or designee.

**International Study Group, Mission or Center:** International Member Communities will use the same guidelines for the various groups, modified for language and appropriate legal variations given the country in which they are operating. These groups will be listed and promoted wherever appropriate with the language appropriate to their locale.

**Special Focus Ministry:** A Member Community which has been approved by the Ecclesiastical Representatives, that offers a specialized ministry based within and upon the principles of Science of Mind. It has the financial resources to support its own activities and its spiritual leader. This group provides a Minister with the possibility of receiving and maintaining a Licentiate License, until such

time as Ordination is achieved. As a Covenanted Member, it enjoys the non-profit tax status afforded it by Community Membership. This group will be listed and promoted wherever appropriate as a “*Name - a Science of Mind Ministry*”.

**Non-Profit Corporation** (may also be called a Center): A Member Community which is an already established or a newly created 501(c)3, 501(c)4, or 501(c)5 non-profit organization, offering a specialized program or community service to its community membership, or to the greater community in which it operates. This group’s purpose and mission is actively engaged with the application of SOM Principles. Its guiding values, principles and the application of its programs are motivated by, and based within and upon the principles of Science of Mind. A Minister, Professional Practitioner or other director approved by UCSL, leads this group. It has the financial resources to support its own activities and its director or Minister. This group provides a Minister with the possibility of receiving and maintaining a Provisional and/ or Licentiate License, until such time as Ordination is achieved. This group is incorporated and functions with some sort of organizational structure, i.e., Board of Trustees, Council, etc. This group must have its own non-profit tax exemption status and is expressly designed as a non-profit corporation. This group will be listed and promoted wherever appropriate as “*Name - a Science of Mind (type) Non-Profit Corporation.*”

### **Article VIII Professional Standards**

UCSL expects high standards of professional conduct from all Ministers and Professional Practitioners. The CSL and CORE Council, or their designees, are empowered and responsible for enforcing adherence to the UCSL Bylaws and Codes (Education, Ministerial, and Practitioner), and The Professional Standards Policies and Procedures Manual details the entire process of handling allegations, or perceived allegations, of any Code violation(s).