



GRADUATE STUDIES FOR MINISTERS

Graduate Studies for Ministers — Guidelines/Policy

Related NAD Policy Number: U 15

Date Adopted: 05/31/15

To fulfill the educational requirements for continued theological studies for the gospel ministry in the Southern New England Conference, the following guidelines/policy would guard the process, subject to administration approval and budgeting availability.

Masters and Doctor of Ministry Programs

The Southern New England Conference may allow pastors to seek a Masters and Doctor of Ministry degree subject to the following:

1. All requests to pursue graduate studies (MAPMin, D.Min) should be submitted at least six (6) months in advance of approval by the Conference Administration (ADCOM).
2. A pastor shall not begin Masters or Doctor of Ministry program before obtaining the prior approval of the Southern New England Conference Administrative Committee, even if he/she is seeking the degree at his /her own expense.
3. The following are general prerequisites to be met for admission into the Masters/Doctor of ministry program:
 - The applicant has served as an employee of the sponsoring organization for a minimum of two years in the pastoral /evangelistic ministry.
 - The applicant has made commendable progress in his/her past ministry.
 - Applicant must give a rationale, focus, and how the project will enhance local ministry (Doctor of Ministry) in a paragraph.

MAPMin Intensives

1. The applicant may take no more than 6 – 9 credit hours in one academic year so that he/she can devote appropriate amount of time for ministry.
2. Finances - Tuition, registration and allowances will be paid as follows:
 - Employee will be responsible for travel
 - The approved applicant will receive regular salary and allowances during this period.
 - Per diem allowance will be one half the daily travel (only when separated from family)
 - There will be \$50 allowance per intensive towards textbooks and syllabus.
 - Atlantic Union will pay the registration, tuition, and cost of dormitory.
 - Southern New England conference will pay graduation fee and travel.

Doctor of Ministry

1. Southern New England Conference will sponsor three (3) doctoral students at time subject to availability of funds. All applicants after the three approved employees, will be placed on a waiting list.
2. The Doctor of Ministry degree may be pursued at the Seventh-day Adventist Theological Seminary at Andrews University or at another school approved by the Southern New England Conference. When a school other than Andrews University is chosen, the specific doctoral program and the school must both be approved.
3. The applicant must be an ordained minister of the Seventh-day Adventist Church.
4. The applicant must have a Master of Divinity or equivalent (as required by the Seminary)
5. The applicant must not have other doctoral degree(s) and not be near completion of a doctoral degree in some other discipline.
6. Finances — Southern New England Conference will be responsible for the cost of registration and tuition, cost of dormitory (at single rate), graduation fee, travel and special per diem in the amount of one half of the daily travel allowance (when separated from family) The NAD policy requires the employee to be an ordained minister.
7. Upon completion of the program, employee will be obligated to serve the conference for two years.
 - If an employee drops the program (illness excepted) he/she will be responsible to reimburse Southern New England Conference 25% of the SNEC portion of the cost up to that point.
 - When approved, applicants are expected to be responsible for 50% of the cost of the entire program
 - In case a call is placed for the employee before completion of the two years of service, the calling organization shall assume the employee/calling organization upon release.
 - If the call to service is outside the North American Division, this provision shall be waived.
 - Approved applicants will have up to 7 years to complete the program.

Doctor of Ministry and Masters from Non-SDA Institutions. The following financial guidelines will apply:

1. No travel and per diem allowance
2. Tuition and associated fees will be shared 1/3 by the conference and 2/3 by the employee.