

# **Unity Urban Ministerial School**

**Catalog**  
2016-2017

Unity Urban Ministerial School (UUMS) is a ministerial school providing ministerial, spiritual and leadership training for urban ministries utilizing the principles set forth by Charles and Myrtle Fillmore, founders of the Unity Movement.

## **Unity Urban Ministerial School (UUMS)**

5555 Conner, Room 1214

Detroit, Michigan 48213

313-922-0999

[www.unityurbanministerialschool.org](http://www.unityurbanministerialschool.org)

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**SCHOOL CATALOG**

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I. Catalog volume, number and date of publication, and reservations.

Volume 40, May 2016

This catalog has been prepared to provide information for those considering entrance into Unity Urban Ministerial School's **First Year Ministerial Certificate and Unity Urban Ministry** Programs.

We have endeavored to anticipate relevant questions, but we recognize that not everything can be covered sufficiently for the unique situations of all persons. If you have additional questions about the curriculum, please contact the Executive Director, Dr. Catherine Thomas at 816 525-4319 [Catherine.thomas24@yahoo.com](mailto:Catherine.thomas24@yahoo.com)

If you have questions about the online program, please contact Rev Karen Saunders at 402-677-4670 or [ksaunders74@gmail.com](mailto:k Saunders74@gmail.com).

II. School Name and Address:

Unity Urban Ministerial School  
5555 Conner, Room 1241, Detroit, Michigan 48213  
MAILING ADDRESS:  
P.O. Box 32930  
Detroit, Michigan 48232  
313-922-0999

III. Board of Trustees

Chairman	Rev. Gregory Guice
Vice Chairman	Rev. Sandra Campbell
Secretary	Rev. Ernestine Griffin
Treasurer	Rev. Ted Schneider
Members at Large	Rev. Phillip Pierson
	Rev. S. Culliver Brookman

IV. Administrators and Staff

Executive Director	Dr. Catherine Thomas, PhD
Senior Online Coordinator	Rev. Karen Saunders, BS
Online Coordinator	Rev. Dr. Judy Voght, MA, DDiv
Online Coordinator	Rev. Stephen Kosmyna
Administrative Director	Rev. Dr. Vareta Foster, Ed. D.
Office Administrator	Rev. Leslie Wilson, BS
Assistant Ofc. Administrator	Rev. Carolyn Jean Rhodes

Faculty

Dr. Catherine Thomas, LUT, MS, MDiv, PhD Div.  
Rev. Dr. Robert Brach, MPA, MEd, MDiv., DRS, DDiv  
Rev. Dr. Julien Telesford MDiv, PhD Div  
Rev. Dr. Anna Shouse, Ph.D.  
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Rev. Eric Donaldson, BA  
Rev. Gregory Guice, MS  
Rev. Brenda Harger, MS, MDiv.  
Rev. Carol Amos, MS  
Rev. Eileen Patra, BS  
Rev. Leslie Wilson, BS

V. Unity Urban Ministerial School Milestones

(a) Mission Statement – Truth Vision- Isaiah 61:1

The Unity Urban Ministerial School vision is to provide applications of Truth Principles for preparation of ministerial candidates and others to make a difference in their urban communities. Our vision is governed by our Spiritual mission, which is stated in the Old Testament Chapter 61 of Isaiah as follows:

“The Spirit of the Lord God is upon me; because the LORD hath anointed me to preach good tidings unto the meek; he hath sent me to bind up the broken hearted, to proclaim liberty to the captives; and the opening of prison to them that are bound.” (Isaiah 61:1)

(b) Mission Statement – Academic Purpose, Values and Goals

The Unity Urban Ministerial School, through outstanding ministerial education and preparation, develops ministers and other leaders for dedicated service in the Unity/ Urban community.

(i) School Values

- Teach and carry forward the spiritual principles as outlined by Charles and Myrtle Fillmore, founders of the Unity movement.
- Develop strong ministerial skills.
- Develop strong Biblical/Metaphysical Education.
- Study, interpret and practice the teachings of Jesus and other spiritual teachers in the betterment of mankind.

- Study ministry in the urban environment.
- Demonstrate ministerial skills and scholarly excellence in both students and faculty.
- Create, participate and interact with personal and cultural transformation programs.
- Promote effective oral communication techniques for public speaking.

### (ii) Program Academic Goals

- To develop Unity Urban Ministers.
- To develop Truth skill programs that allow students to model a mastery of Unity principles in both their professional and personal lives.
- To provide effective spiritual leadership education.
- To provide strong ministers who are capable of rejuvenating already established ministries and equipping students, where necessary to start new ministries and faith based initiatives.
- To educate and enlighten students to become spiritual leaders who nourish their congregations, their communities, the Unity movement and the world.

### (c) Our History

Unity Urban Ministerial School was established as an unincorporated movement in 1979. Rev. Dr. Ruth M. Mosley is the Founder of the Unity Urban Ministerial School. It was incorporated in the State of Michigan, on the 7<sup>th</sup> day of December 1990 as a Domestic Nonprofit Corporation with its corporate purpose to own and operate a licensed private proprietary school, offering courses in ministry and missionary training and allied fields and subjects.

In the early sixties, as a student teacher, Rev. Ruth sensed a great need to help people understand the principles as set forth by Charles and Myrtle Fillmore in the Unity Movement. She took correspondence courses through Unity Village, Missouri. Rev. Ruth attended the Unity School of Christianity Ministerial School in the summer, and eventually left her employment in Michigan to pursue ministry. Upon graduation and ordination from Unity School of Christianity, she returned to Detroit. At that time, most people in the Detroit urban area were not aware of principles for positive living nor were there any Unity Centers in the urban community to attend.

In 1964, Rev. Ruth established and founded West Side Unity Church in Detroit for the sole purpose of introducing Unity teachings to urban residents. The ministry began as a small study group, attended by about five individuals. In a relatively short period of time, it grew to more than 600 members. In this ministry, several individuals expressed the desire to become Unity ministers but could not afford to leave Detroit for this teaching. In addition, at that time, students from urban areas who did attend the Village were having difficulties applying these principles to urban issues of the day.

As early as 1976, Rev. Ruth shared her vision of an urban ministerial school. This vision was reinforced by Rev. Johnnie Coleman, of Christ Unity Temple in Chicago. Rev. Ruth gradually received acceptance of her vision by the Unity Movement. It took three more years to receive the

necessary spiritual and financial support to establish the urban school. Rev. Ruth did not accomplish this alone. With the blessings of West Side Unity Church and other local ministers, she contacted the Association of Unity Churches to embrace this Unity Urban Movement.

Rev. Jack Boland and Rev. David Williamson led the charge with the Association (AUC) for “change and growth”. The school was born, planted and seeded with the help of the AUC ministries and with tithes from other Unity organizations around the world. By 1979, The Association of Unity Churches voted to assist the Unity Urban Ministerial School by endorsing a joint-Advisory Board of the Association of Unity Churches and of ministers who believed in Urban Ministry Field Education. The Advisory Board was charged with the task of co-creating and developing a curriculum based upon Unity principles and the “realities” of inner city ministries and the people they served.

In 1979, the School’s Academic Advisory Committee consisted of the following Ministers: Rev. Jack Boland, Rev. Doris Caldwell, Rev. Catherine Knight, Rev. Bob Washer, and Rev. David Williamson. These ministers were urban and traditional ministers. All had the courage to give birth to this new idea of serving the urban community. The detailed history and student listing are available at the Unity Urban Ministerial School for further study.

Rev. Ruth, the Academic Advisory Group, and AUC collectively commissioned the Urban School *“To reach the ethnic groups found in the urban metropolitan settings to enhance the spirit of renaissance in urban areas, thereby bringing more Unity ministers into the Unity Movement and the Unity concept in the city of Detroit and other urban areas.”*

This is the continued purpose and goal of the School and its true meaning is still unfolding.

In 1982, eight members of the first graduating class of the Unity Urban Ministerial School, known as the “Detroit 8,” went to Unity Village to complete their second year of ministerial education. All graduated from Unity Village, and all were ordained by the Association of Unity Churches. Those eight ministers were Carol Amos, Mel Vera Hinton-Brown, Ronald Coleman, Mary Ann Finch, Mercedes Hill, Vera Jenkins, Helen Saunders and Maurice Williams. Since then, more than 100 ministers have continued this journey to transform the urban truth landscape.

The Unity Urban Ministerial School has a strong track record of dedicated teachers. From its inception until 1985, Rev. Mayola Salt Paw served as Dean of the Unity Urban Ministerial School. Mayola received the 1998 Myrtle Fillmore Award, Unity’s award to ministers who exemplify a consciousness of prayer, gently and lovingly radiating the positive, affirming ideas of the Christ, in harmony with consciousness of our co-founder, Myrtle Fillmore. In a tribute to Rev. Mosley, Mayola said, “The vision of Rev. Ruth Mosley and rushing to fill it is to be commended. Each of us has our dream, but rare is the person who pursues it to its conclusion.”

Rev. Ruth’s dream has been a motivating force behind the development of Unity ministers and policy change within the Unity Movement. Throughout the years, the Unity ministers who have graduated from the Urban School have been involved with the Association of Unity Churches (now known as Unity Worldwide Ministries) in the following leadership capacities:

Executive Ministry Team

Board of Trustees  
Education Services Ministry Team  
Field Licensing Program Ministry Team  
Licensing & Ordination Ministry Team  
MAAT Team and Ministerial Education Council  
Unity Urban School Curriculum Ministry Team  
Urban School Licensing/Ordination/ Evaluation Ministry Team and  
Fund raising Ministry Team

In addition, two of its graduates have served as Chairman of the Board of Trustees of AUC, and one of its graduates has served as President of the (AUC) Association of Unity Churches, now known as Unity Worldwide Ministries.

### History of the Online Program

In 2009, Rev. Dr. Catherine Thomas was asked to create and implement an online study program for UUMS. She soon created the classes on Coursewebs and initially two students were enrolled. That program has now grown to be the primary educational route for all students entering the Unity Urban Ministerial School.

### **(d) Expression and qualification of the ordained Unity minister**

The Unity Urban Ministerial School concurs with the following view of the Unity minister and ministry expressed by the Unity Movement down through the years:

The ordained Unity ministry is the professional activity of those qualified persons who have been called and educated to serve in a setting approved for Unity ministry, engaging in work which helps people live a God-centered life - the Christ life.

The ordained Unity ministry developed out of a need expressed by early Unity study groups to function as full time ministries. Over the years, the Unity movement has sought to define more clearly the meaning of Unity ministry and those qualifications which help the Unity minister fulfill the highest ideals of the ordained Unity ministry.

The following qualifications are necessary for Unity Ministry.

The Unity minister will have:

1. A demonstrated living relationship of commitment to God and the ability to convey a sense of unfolding spiritual consciousness;
2. An understanding of the Unity movement and its relationship to the Christian heritage;
3. A self-image and style of leadership that are effective and possess the management and operational skills necessary to conduct the ministry effectively;
4. Excellent communications skills;
5. Comprehension of Unity Urban Ministerial School, its purposes and the minister's relationship to it;
6. Comprehension of Unity Worldwide Ministries, its purposes, and the minister's relationship to it;
7. A working and articulated understanding of the ministry that is compatible with the goals and purposes of the Unity movement;
8. Emotional, mental and moral stability and integrity, personal maturity and self-awareness that foster good human relationships; and the skills necessary to work effectively with individuals and groups;

9. A consciousness of service to others, an understanding of the world and of the persons who are/will be served through the Unity ministry, and the commitment to serve the Unity movement.
10. In the Unity Urban Ministerial School's education program, these qualifications become functional objectives for both students and faculty in understanding the goals of the curriculum and the purpose of the ministerial education.

(e) **Unity Licensing and Ordination Procedures**

Unity Worldwide Ministries governs the process of licensing and ordaining Unity ministers. Graduation from Unity Urban Ministerial School does not guarantee licensing or ordination.

## **VI. Admissions Criteria**

Unity Urban Ministerial School offers two programs of study:

**First Year Ministerial Certificate**  
**Unity Urban Ministerial School Certificate (Second/Third Year Program)**  
**leading toward Internship, Licensing and Ordination**

The **First Year Certificate** is met by meeting the established criteria for first year ministerial training. These classes may be taken here at Unity Urban Ministerial School or transferred from Unity Institute's SEE program or a credentialed course taught in the field. They must have been successfully completed within the last ten years. Licensed Unity Teachers and graduates of SEE are eligible to begin as Second Year Students with UUMS.

The **Second/Third Year Unity Urban Ministerial Program** presently requires completion of a total of 1000 hours of Second/Third Year Classes toward graduation of the ministerial program. Of the 1000 hours, required classes include all six Bible classes:

BI5011, BI5012, BI5013, BI5021, BI5022, and BI5023.

Please note that students registering to UUMS Summer 2016 or later will also be required to take IS5940 Self Awareness I and IS5941 Self Awareness II.

Graduation from this program is required before beginning the fourth year Internship leading toward Ordination with Unity Worldwide Ministries.

### Certificate Overviews

#### **A. First Year Ministry Certificate**

The First Year Urban Certificate Program offers a year's study of Unity teachings and practices, the Old and New Testaments (Hebrew and Christian Scriptures), Development of Unity Movement, Metaphysics, Urban Strategies, Prayer and Meditation, Urban Youth Ministry, and Church Administration. Upon completion of the first year requirements, students will be prepared to apply for the Unity Worldwide Ministry's ministry path.

#### **Admission to the First Year Ministry Certificate Program**

Admission to the First Year Urban Ministry Program is as follows:

1. Candidates must be at least 21 years of age;
2. Submit a completed application form;
3. Email copy of Bachelor's Degree or college transcript and SEE transcripts;
4. Submit a non-refundable application fee of \$25;

**\*Please note: If you are a graduate of SEE or a Licensed Unity Teacher, you are eligible to enroll as a Second Year Student. All requirements for First Year will have been met.**

#### **B. Unity Urban Ministerial School Graduation Certificate**

The Unity Urban Ministerial School Certificate Program offers a two year experiential study of Unity teachings and practices, extensive Bible research, Pastoral Counseling, a deeper understanding of Urban Strategies, Metaphysics, Prayer and Meditation, Church Administration and Urban Ministry,

### **Admission to the Unity Urban Ministerial School Program**

The Unity Urban Ministerial School Program is open to every individual regardless of religious affiliation. Admission requirements are as follows:

1. Candidates must be at least 21 years of age;
2. Submit a complete application form;
3. Submit college transcripts and necessary credentials;
4. Submit a non-refundable application fee of \$25
5. Active in a Unity Church or Center for 1 year or more

**\*Please note: If you are a graduate of SEE or you are a Licensed Unity Teacher, you are eligible to enroll as a Second Year Student. All requirements for First Year will have been met.**

### **C. Unity Worldwide Ministry Path**

#### **Prerequisites to Apply:**

1. Completion of the Unity Urban Ministerial School's First Year Certificate Program or approved equivalents
2. A **Bachelors Degree** or approved Academic Demonstration.
3. High speed Internet connection and email use.
4. One year of increasing participation and involvement in a Unity church.

### **D. Unity Urban Ministerial School Internship**

To be ordained by Unity Worldwide Ministries, a student must have graduated from the UUMS Ministerial Certificate Program and have been accepted into the UWM ministry path. A one year internship in a Unity Church as the fourth or final year under the guidance of an ordained Unity minister in a Unity Church or Center must be successfully completed.

**First Year Unity Urban Ministerial School Certificate Program  
Required Hours 400  
Summary of Course Requirements**

**20 Credit Hours per Class**

FU1002	Myrtle and Charles on Healing and Wholeness
FU1003	Development of the Unity Movement
FU1004	Jesus' Teachings in the Bible
FU1005	Bible Interpretation – Hebrew Scriptures
FU1006	The Christ in the Bible
FU1011	Lessons in Truth
FU1023	Life of Prayer
FU1033	Twelve Powers of Man
FU1036	Metaphysics 1
FU1037	Metaphysics 2
FU1039	Metaphysics 3
FU1040	Metaphysics 4
FU0001	Church Administration
FU1001	Urban Youth Education
FU1013	Discover the Power Within You
FU1021	Metaphysical Healing
FU1032	Urban Strategies I
FU1041	Substance Abuse/Family I
FU1042	Prosperity I
FU1043	History of the African American Church

Attend two L and O's per year (Licensing and Ordination)

**Unity Urban Ministerial Program  
Second/Third Year Certificate/Graduation  
Summary of Course Requirements & Electives**

<b>REQUIRED COURSES</b>	<b>CLOCK HOURS</b>		
Description	Title		
BI5011	Biblical Studies Old Testament - (Genesis-I Chronicles)	50	
BI5012	Biblical Studies Old Testament - (II Chronicles-Ezekiel)	50	
BI5013	Biblical Studies Old Testament - (Daniel-Malachi)	50	
BI5021	Biblical Studies New Testament - (The Gospels)	50	
BI5022	Biblical Studies New Testament – (Hebrews-Revelations)	50	
BI5023	Biblical Studies New Testament – (Acts-Philemon)	50	
CM2011	Children’s Ministry	20	
CM2022	Board of Trustees	20	
CM4001	Homiletics I	40	
CM4002	Substance Abuse/ Family	40	
CM4003	Homiletics II	40	
CS 2001	Counseling (Intrapersonal) Growth	20	
CS 2002	Counseling Unity Methodology	20	
CS2004	Spiritual Guidance Across Faiths	20	
CS 2003	Counseling Skills – Grief and Loss Support	20	
CS 301	Counseling Therapeutic Models I	20	
CS 302	Counseling Therapeutic Models II	20	
HI 1001	Christianity & the Unity Movement	20	
HI 1002	Urban Metaphysical Applications	20	
HI 1003	Jesus Christ Heals – Jail and Prison Ministry	30	
HI 1004	Introduction to World Religions	20	
HI 1037	History of African American Church	20	
IS 5911	Credo: Belief, Structure and Formative Factor	20	
IS 5912	Credo: Nature of Man	20	
IS 5921	Credo: Nature of Man 1	20	
IS 5922	Credo: Nature of God/Relationship to Man	20	
IS 5923	Ethics	20	
IS5930	Development of New Thought	20	
IS5940	Self Awareness I	30	
IS5941	Self Awareness II	30	
IS5950	Teaching Methods	20	
MS 2001	How I Used Truth	20	

MS 2002	Talks on Truth	30
MS 2003	Prosperity II	30
MS 2011	Prayer and Meditation	20
MS 2012	Prayer and Meditation	20
MS2013	Prayer and Reflection	20
MS 2032	Prayer and Reflection	20
MS 2033	Prayer and Reflection	20
UUM3001	Management Skills for the 21 <sup>st</sup> Century	20
UUM3003	Planning & Strategies for Urban Ministry	20
UUM3004	Financial Management	30
UUM3005	Church Administration II	20
UUM4205	New Church Planting	30
UUM4103	History of Preaching – Teaching Truth	30
UUM4104	The Nature of Urban Ministry	20
UUM4202	Clinical Pastoral Experience (CPE)	50
UUM4305	The Minister and the Local Church	40
UUM4505	Internship/Practicum	20

**In order to graduate in a timely fashion, students should consistently take 5 classes per term.**

## **VII. Application Process**

### **(a) Admission to the Unity Worldwide Ministry Path**

Before being accepted into this program, applicants must be admitted into the Unity Worldwide Ministries Licensing and Ordination path.

1. Fill requirement of a Bachelor's Degree from an accredited institution of higher learning or have an approved Academic Demonstration granted by UWM in cooperation with Unity Institute. For information about the Licensing and Ordination Path or the Academic Demonstration, see [www.unityworldwideministries.org](http://www.unityworldwideministries.org).
2. Have completed the Unity Urban Ministerial First Year Curriculum or completion of SEE, or Licensed Unity Teacher or its equivalent.
3. Be at least 21 years of age;
4. Be currently active in a Unity ministry for one year or more;
5. Submit a completed application form;
6. Submit official transcripts.

## VIII. Academic Information and Policies

### (a) Academic Records

A permanent academic record is kept for each student in an academic file in the Unity Urban Ministerial School office. All grades earned by the student at Unity Urban Ministerial School are recorded. The record also shows the credits transferred from other schools that apply toward meeting the student's certificate requirements at Unity Urban Ministerial School. At the end of each term, the courses in which the student officially enrolled, the grades earned and grade point average are recorded.

### (b) Appeals Process

Appeals for exceptions to academic policies and regulations are to be submitted in writing, with documentation, to the Administration, whose decision is final. Grade appeals must first be discussed with the relevant faculty member. If the issue cannot be resolved with the faculty member, the candidate may submit an appeal in writing, with documentation, to the Administration. The decision of the Executive Director is final.

Appeals involving a student's status in the program may be presented in writing, with documentation. The Administration will review all appeals. The decision of the Executive Director is final.

### (c) Information regarding credit allowed for previous education and training.

Students who have taken ministerial courses at Unity Institute may receive transfer credits for two courses that are comparable to offerings in the Unity Urban Ministerial School curriculum.

### (d) Grading system, grading criteria, electives, accountability and academic evaluation

#### **1. Evaluations and Accountability**

##### Overall Accountability

Students admitted to the Unity Urban Ministerial School are considered adult learners. The faculty assumes that students are self-motivated, have the desire and maturity to receive meaningful information about their progress and will take responsibility for their own growth in relation to the class work.

#### **2. Recording of Academic Evaluation Grading System**

##### (a) Evaluation of Assignments

Evaluation of assignments within each term will be for the purpose of giving students regular, accurate progress information in order to maximize the process of self-evaluation. The method of recording academic evaluation for assignments

within each term will be:

<u>Evaluation</u>	<u>Points</u>	
I. Excellent work	500 points	A
II. Above average	400 points	B
III. Acceptable, passing	300 points	C
IV. Incomplete	299 points	I

(b) **Incomplete**

Incomplete grades: Faculty has the option of assigning the grade of “I” (incomplete) where the assignments have not been completed. Students may contact the instructor to complete assignments as soon as possible. All Incomplete grades must be completed within 5 weeks following the end of the term. An additional five weeks will be given for extenuating circumstances on an individual basis.

(c) **Scholarship**

A student must have a B average or better in order to apply for the Charles and Myrtle Fillmore scholarship after the first year of study at UUMS.

(d) **Licensing and Ordination**

The first week of May and December of each year, the faculty and representatives from Unity Worldwide Ministries review the overall ministerial performance and academic progress of students. The list includes ministerial education, consciousness, psychological and skills evaluation for ministry.

Each student will receive ongoing evaluation of his or her progress. The objective of this evaluation process is to engage the student in responsible self-understanding and self-observation which serves as a springboard for further spiritual growth and development.

(e). **Withdrawal, Registration**

(1) **Withdrawal**

If it is necessary for a student to withdraw from a course, approval must be requested from the Administration.

(2) **Registration**

Enrollment in a class is not official until the administration has processed the proper registration forms and all financial obligations have been paid or approved arrangements for payment have been made. No credit will be received unless the tuition has been paid in full by the last day of the term.

(3) **Withdrawal from School**

If it is necessary for a student to withdraw from the term or from the program, the student is to discuss the matter with the Administration. Students who do not officially withdraw from the term will receive a final grade of I in each of the enrolled courses. No tuition refunds will be given if a student withdraws from school.

**(f). Policies Relative to Attendance, Re-entrance, Transcripts and Family Education Rights and Privacy Act**

**(1) Attendance**

All students are required to attend all mandatory meetings and all May and December L&O meetings.

**(2) Re-Entrance**

Upon request and approval students may re-enter the Unity Urban Ministerial School and complete the program within a ten year period.

**(3) Transcript Requests**

Federal law requires that all transcript requests be made by a student. Requests for a transcript should also include:

- The student's name and, if applicable, maiden name.
- Date of last attendance or certificate earned with date of graduation.
- Name and address where transcript should be sent.

**(4) Family Education Rights and Privacy Act**

Unity Urban Ministerial School, Inc. complies with the Family Education Rights and Privacy Act (FERPA). FERPA affords students certain rights with respect to their academic records. They are:

- The right to inspect and review the student's academic records within 45 days of the day Unity Urban Ministerial School receives a request for access. Students should submit to the Registrar a written request that identifies the record(s) they wish to inspect. The Registrar will make arrangements for access and notify the student of the time and place where the records may be inspected.
- The right to request the amendment of the student's academic record that the student believes is inaccurate or misleading and asking for the record to be changed. If Unity Urban Ministerial School decides not to amend the record as requested by the student, the student will be notified of the decision and advised of his or her rights to a hearing regarding the request for amendment. Additional information regarding the hearing process will be provided at that time.
- The right to consent to disclosures of personal identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent. One exception, which permits disclosure without consent, is disclosure to school officials with legitimate educational interests.
- The right to file a complaint with the U.S. Department of Education concerning alleged failures by Unity Urban Ministerial School, Inc, to comply with the requirements of FERPA. The name and address of the office that administers FERPA is:

Family Policy Compliance Office  
U.S. Department of Education  
600 Independence Ave., SW  
Washington, DC 20202-4605

## IX. SCHOOL CALENDAR

### **UUMS Schedule for 2016 – 2017**

Spring Term Ends May 3<sup>rd</sup>, 2016

Spring Interim Registration Begins May 19<sup>th</sup>

Spring Interim Classes Begin May 25

Classes End June 28<sup>th</sup>

Summer Registration Begins July 6, 2016

Classes Begin July 13

Classes End September 20

Fall Term Registration Begins September 28<sup>th</sup>

Classes Begin October 5<sup>th</sup>

Classes End December 13<sup>th</sup>

Licensing and Ordination Interviews are held in Detroit during the last week of November and first week in December

Calendar for 2017

Winter Interim Registration Begins December 28<sup>th</sup>, 2016

Winter Interim Begins January 4<sup>th</sup>

Ends Feb 7<sup>th</sup>

Spring Term Registration Begins February 8<sup>th</sup>

Classes Begin February 15<sup>th</sup>

Classes End April 25<sup>th</sup>

Licensing and Ordination Interviews are held in Detroit during the last week of April and first week in May

Banquet and Graduation – First Friday in May

### **New 4 Term Schedule Begins Summer 2017**

Summer Registration Begins May 17<sup>th</sup>

Classes Begin May 24

Classes End August 1

Fall Term Registration Begins August 9

Classes Begin August 16

Classes End October 24

Winter Term Registration Begins November 1

Classes Begin Nov 8

Classes run through Dec. 12<sup>th</sup> (5 weeks) with winter break beginning Dec. 13<sup>th</sup>

Classes resume January 3, 2018

Classes end February 6<sup>th</sup>

Please note: L&O Interviews are held the last week of November and first week in December

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Spring Term Registration begins February 14<sup>th</sup>

Classes Begin February 21

End May 1<sup>st</sup>

L&O Interviews are held the last week of April and first week in May

Banquet and Graduation first Friday in May

**\*Please note that this schedule is subject to change as necessary**

Please note that students will be notified of the appropriate time to apply with Unity Worldwide Ministries for the Ministry Path. Admissions Path Interviews are presently being held at Unity Village in mid-May. For those who have applied and been accepted into the UWM Ministry Path, the Admissions Week Interviews will replace the Licensing and Ordination Interviews held in Detroit that one Spring. Attendance and successful completion of all Licensing and Ordination Interviews and successful completion of Admissions Interviews is a requirement of graduation leading to internship, licensing and ordination.

## **X. Financial Information and Policies**

### **REFUND POLICY**

There is a non-refundable application fee of \$25.00. All other tuition and fees paid by the applicant shall be refunded if requested within three business days. All refunds shall be returned within 30 days.

### **COMPLAINTS**

Students who wish to file a complaint with the State of Michigan may do so at [www.michiganps.net](http://www.michiganps.net).

## **XI. Graduation**

### Graduation-Unity Urban Ministerial School

The right of graduation from the Unity Urban Ministerial School is granted when the student provides evidence of successfully having completed 1000 hours of credit and completion of required Second and Third year courses.

Evidence of preparation to practice ministry emphasizes spiritual, mental and emotional maturity and devotion to a lifestyle of service to others.

To be granted a Unity Urban Ministerial School certificate, the student must complete the program within seven years of beginning the program.

## **Courses Descriptions**

### **First Year Urban Ministry Program Offerings**

**FU0001      Church Administration      20 hours**

There are many facets to church administration. We will look at legal, financial, pitfalls of mishandling, relationships with boards and lay leadership and variations in sizes and conditions of churches. The examples given in the lectures are actual experiences and events. There are opportunities for you to examine and resolve problems that can arise. The course is designed to be organic as well as academic.

**FU1001      Urban Youth Education      20 hours**

This course is a foundational overview of working with urban youth. The main focus will be on the spiritual needs of youth of various cultures. Through reading, writing and discussion, you'll gain a greater ability to speak/teach spiritual Truths to youth from different cultures thus being able to work within an urban setting. The secondary focus will consist of the basics of running a youth program.

**FU1002      Charles & Myrtle Fillmore on Healing and Wholeness      20 hours**

This course is based on the spiritual laws and universal principles that support the expression of health and wholeness in our minds, bodies, and affairs. We will be working with Myrtle and Charles Fillmore's interpretation of how Jesus used and demonstrated those in his own life. Such laws and principles will be presented to support participants in developing a practical understanding of Myrtle and Charles' theology as heart-centered metaphysicians.

**FU1003      Development of Unity Movement      20 hours**

Development of the Unity movement explores Unity's origins as well as its evolution from a small group of spiritual seekers into the worldwide spiritual movement Unity is today. Topics explored include the events that inspired Charles and Myrtle Fillmore to share their spiritual insights, Unity's three-part ministry of prayer, publishing, and education; major events (including controversies) in Unity's history, and Unity's relationship with the larger New Thought movement. Required Text: The Story of Unity by James Dillet Freeman, Unity Books.

**FU1004      Jesus' Teachings in the Bible      20 hours**

Using the Bible as our primary text, we will explore the Christ idea as it relates to Jesus and all humankind. We will attempt to discover: what the Christ idea is, where it came from, what it meant to the people of Jesus' time, and how the Christ idea evolved during the period when the books of the New Testament were being written.

**FU1005      Bible Interpretation – Hebrew Scriptures      20 hours**

This is an introduction to the metaphysical interpretation of the Hebrew Scriptures within the Unity framework. Students will begin to understand and interpret the Hebrew Scriptures from a metaphysical viewpoint. The chief aim is that each student gains the knowledge and skills to interpret scripture. The Scriptures are unveiled through individual metaphysical interpretation of the names of people, places, and things, numbers, archetypes, and any other symbols, etc., as they are connected with the activity of humankind. By studying these symbols we open to our

inner guidance for our spiritual journey of self-discovery and learning.

**FU1006 Christ in the Bible 20 hours**  
Using the Bible as our primary text, we will explore the Christ idea as it relates to Jesus and all humankind. We will attempt to discover: what the Christ idea is, where it came from, what it meant to the people of Jesus' time, and how the Christ idea evolved during the period when the books of the New Testament were being written.

**FU1011 Lessons in Truth 20 hours**  
Required texts: "Lessons in Truth" by: H. Emily Cady. This class is a basic introduction to the study of metaphysics. Students learn and practice these principles in daily living.

**FU1023 Life of Prayer 20 hours**  
This course offers students a basic knowledge of Unity's method of prayer. The course teaches how to practice prayer and transformational healing.

**FU1033 The 12 Powers of Man 20 hours**  
This course is a study of the twelve fundamental attributes of Divine Mind centralized in humankind as our spiritual nature. The course explores the powers as divine ideas and as faculties expressed through our minds.

**FU1036 Metaphysical Interpretation 1 20 hours**  
This class is designed to deepen the student's awareness of basic metaphysical principles and to help them work on the ability to articulate major Unity concepts.

**FU1037 Metaphysical Interpretation 2 20 hours**  
This class is designed to continue deepening the student's awareness of basic metaphysical principles and to help them work on the ability to articulate major Unity concepts.

**FU1039 Metaphysical Interpretation 3 20 hours**  
This advanced class is designed to continue deepening the student's awareness of basic metaphysical principles and the ability to articulate major Unity concepts

**FU1040 Metaphysical Interpretation 4 20 hours**  
This advanced class is designed to continue deepening the student's awareness of basic metaphysical principles and the ability to articulate major Unity concepts

**FU1013 Discover the Power within You Urban Ministry 20 hours**  
This course is based on the book, **Discover the Power Within You**, by Eric Butterworth. This is a metaphysical interpretation of Unity principles.

**FU1021 Metaphysical Healing 20 hours**  
Metaphysical Healing. This course is based on the book Metaphysical Healing. It is a metaphysical treatment on the principles of healing through prayer.

**FU1032 The History of Urban Ministry Urban Strategies I 20 hours**  
Analysis of the Urban Truth Movement and biographies from 1979 to present offers the student a

broad perspective on the work of the Urban School Ministry.

**FU1043      History of the African American Church      20 hours**

This class provides the basic history and traditions of the African American Church.

**FU1041      Substance Abuse/Family I      20 hours**

This class provides an overview of the problems associated with drug abuse and an understanding of the stages of change.

**FU1042      Prosperity I      20 hours**

This class is a combined study of Unity's two most important texts on the core subject of prosperity: Charles Fillmore's classic "Prosperity," first published in 1936, and Eric Butterworth's "Spiritual Economics," first published in 1983. We will compare and contrast these books on the key subjects of substance, mind, faith, visualization, and a giving consciousness and how to use these in our daily lives.

## **Non-Credit Course**

**ENG101      English 101      0 hours**

Successful completion of this class will satisfy the Academic Demonstration requirement for the Unity Worldwide Ministry Path.

## **Courses Descriptions & Course Outlines Unity Urban Ministerial School Certificate**

### **BI5011, 5012, 5013, 5021, 5022 & 5023, Biblical Studies and Skills**

These classes are a systematic study of the historical, metaphysical interpretation of the Old and New Testaments. It explores how history, and especially the memory of the history, shaped the Hebrew community. It includes the way the biblical writers understood the God/person relationship, our inheritance of that understanding, and the likeness and differences of our understanding today.

The area of Old Testament offers opportunity for advanced study of the language, literary features, and theology writings that compose the Hebrew Bible and the Christian Old Testament. The area of the New Testament offers opportunity for advanced study of the New Covenant writings with regards to their language, social historical background, literary features, and theology.

### **BIBLICAL STUDIES AND SKILLS**

BI 5011	Biblical Studies Old Testament (Genesis - I Chronicles)	50 hours
BI 5012	Biblical Studies, Old Testament(Chronicles II – Ezekiel)	50 hours
BI 5013	Biblical Studies, Old Testament (Daniel – Malachi)	50 hours
BI 5021	Biblical Studies New Testament (The Gospels)	50 hours
BI 5022	Biblical Studies, New Testament(Hebrews – Revelations)	50 hours
BI 5023	Biblical Studies, New Testament (Acts - Philemon)	50 hours

### **COMMUNICATION**

CM2011 Children’s Ministry 20 hours  
This class addresses communication to children, Uniteens, Youth of Unity, Young Adults of Unity and Next Generation Unity.

CM 2022 Board of Trustees 20 hours  
Students completing Board of Trustees will be able to assist in the application of the principles taught in this course. Students will be able to demonstrate how these principles will help to serve large and small churches to have successful boards of trustees operating in a church community.

CM4001 Homiletics I 40 hours  
Through an understanding of the communication process, students will be prepared in this class to use communication principles in formal talks, group meetings, individual relationships, and media presentations. Students will be encouraged to integrate communication principles into their understanding of themselves and their belief structure.

CM4002      Substance Abuse/ Family      40 hours  
This course assists the student to apply counseling techniques to assist families and individuals with substance abuse and family relationships. The goal of this class is to provide spiritual tools for the reconciliation of spiritual living and family development.

CM4003      Homiletics II      40 hours  
Through an understanding of the communication process, students will be prepared in this class to use communication principles in formal talks, group meetings, individual relationships, and media presentations. Students will continue developing deeper communication skills as polished speakers.

### COUNSELING

CS 2001      Counseling (Intrapersonal) Growth      20 hours  
This class, required of all ministerial students, is a time of reflection and processing of one's individual development in relation to classroom material, personal challenges, spiritual experiences and life.

CS 2002      Counseling (Unity Methodology)      20 hours  
This introduction to Unity's concept of spiritual counseling emphasizes that the student acquire a sensitivity of the needs of persons in counseling and the use of spiritual counseling techniques.

CS 2003      Counseling Skills – Grief and Loss Support      20 hours  
This class helps students understand the basics of grief and the stages of the grief process. This comprehensive course of study equips ministerial students to counsel congregants through the grief process.

CS 301      Counseling (Therapeutic Models)      20 hours

This course explores classic therapeutic models of counseling with the purpose of helping the students familiarize themselves with those techniques.

CS 302      Counseling II (Therapeutic Models)      20 hours  
This course will include a brief history of counseling and exposure to the methods of Freud, Jung, Adler, Rogers and others. Useful methods will be related to spiritual purposes.

### HISTORY

HI 1001      Christianity & The Unity Movement      20 hours  
The purpose of this course is to understand the history of Christianity and the evolvment and history of the Unity Movement.

HI 1002      Urban Metaphysical Applications      20 hours  
Using the practices and principles of the Urban School, students will learn to establish programs

within their community that give individuals tools for healing, prosperity, spiritual growth and development that ultimately lead to self-sufficiency.

H1 1003 Jesus Christ Heals - Prison Ministry 30 hours  
The student will study the book Jesus Christ Heals by Charles Fillmore. This class provides the student an in-depth study of healing principles as applied in prison ministry.

HI1004 Introduction to World Religions 20 hours  
This class provides an overview of world religions, their origins, belief systems and how they function in the world today.

HI 1037 History of African American Church 20 hours  
This class strongly provides a more in-depth history and traditions of the African American Church and its effect upon the modern urban community.

### UUMS INTERDISCIPLINARY STUDIES

IS 5911 Credo: Belief, Structure and Formative Factor 20 hours  
This class has the purpose of helping the students begin the process of exploring their own belief structures. The formative factors of belief are presented and related to the student's own individual experience. The final purpose of this class is to prepare students to develop and write their own personal credos.

IS 5912 Credo: Nature of Man 20 hours  
In this class the students address their understanding of the nature of man. The class will offer as resources a variety of ways of understanding man's nature and destiny. Students will consider and evaluate these views in light of their own spiritual convictions and insights.

IS 5921 Credo: Nature of Man I 20 hours  
This class explores further the understanding of the nature of man.

IS 5922 Credo: Nature of God/Relationship to Man 20 hours

In this course, the student is encouraged to review and reevaluate his or her credo and articulate how this credo could be implemented in the various aspects of ministry.

IS5923 Ethics 20 hours  
This course is an introduction to the basic concepts of theological ethics, Minister/Congregant privileged communications, member and non-member personal relationships with analysis and discussion of current events. The purpose of this course is to help students clarify their values, relate their values to the external environment, and by introducing students to the process of theological ethics and providing a stimulating, secure environment to explore minister/member and church/minister ethics situations.

IS5930 Development of New Thought 20 Hours

In this course the students address background of New Thought, where Unity fits in to New Thought and where this may all lead with regard to all world religions. Students will be introduced to various spiritual beliefs and practices, especially the Kabbalah, various New Thought denominations and the idea of one faith.

IS5940 Self Awareness I 30 Hours

This course introduces the concept of psycho-spiritual wholeness as a life-long endeavor essential to healthy, effective ministers and ministries. The concept is engaged intellectually, spiritually, and experientially. The focus is on developing understanding of the way that psychological and spiritual health are inextricably interwoven. Each student is unique their way of engaging in their personal growth journey. Each has had different experiences and most likely has participated with a variety of psycho-spiritual growth approaches. This course invites each student to go forward in understanding and depth from where they currently are in order to gain new robust perspectives that will benefit them as a minister. The course culminates in the invitation to personal commitment to the lifelong process of psycho-spiritual maturity and to utilizing resources that support this growth. This course lays the foundation for Part 2.

IS5941 Self Awareness II 30 Hours

This course builds on Part 1, continuing to develop the concept of psycho-spiritual wholeness as a life-long endeavor essential to healthy, effective ministers and ministries. The concept is engaged intellectually, spiritually, and experientially. The focus is on developing understanding of the way that psychological and spiritual health are inextricably interwoven. The course culminates in the invitation to personal commitment to the lifelong process of psycho-spiritual maturity and to utilizing resources that support this growth.

IS5950 Teaching Methods 20 Hours

Foundations of Teaching Adult Learners. This class teaches students how to lay the Groundwork for creating a captivating class.

### **METAPHYSICAL STUDIES AND SKILLS**

MS 2001 How I Used Truth 20 hours

Included in this course are comparisons of Charles Fillmore's views from the teachings of Jesus and an introduction to the Bible as a textbook for the evolution of spiritual consciousness.

MS 2002 Talks on Truth 30 hours

This course is an opportunity to develop and improve Sunday talks, sermons or messages by studying talks given by the co-founder of the Unity movement, Charles Fillmore. Using his talks as a springboard, students will find their own individual styles by using basic guidelines.

MS2003 Prosperity II 30 hours

The student is provided a deeper understanding of Prosperity principles as presented by Charles Fillmore and other Unity writers.

### **METAPHYSICS – PRAYER, MEDITATION AND REFLECTION**

MS2011	Prayer and Meditation	20 hours
MS2012	Prayer and Meditation	20 hours
MS2013	Prayer and Reflection	20 hours
MS2032	Prayer and Reflection	20 hours
MS2033	Prayer and Reflection	20 hours

These are ongoing courses designed to develop the consciousness of prayer necessary for effective Unity Ministry. The emphasis is on the practical application of Unity principles, methods, and techniques of prayer and meditation. The courses include exposure to and participation in the Silent Unity tradition, motivation and guidelines for building positive prayer habits, and individual experience aimed at developing the confidence and vocabulary of effectual prayer. Expectation of the courses includes the unfoldment of the student's individual prayer life, and the ability to lead others in effective meditation and prayer meetings. The student will be required to demonstrate prayer technique, prayer mediation, prayer understanding, and positive prayer habits.

### **URBAN MINISTRIES STUDIES, STRATEGIES AND SKILLS**

UUM3001 MANAGEMENT SKILLS FOR THE 21<sup>st</sup> Century 20 hours

This course is an introduction to all aspects of business management, including seamless management. The principles discussed in this course will be used as a foundation for developing management skills for contemporary pastoral management.

UUM3003 Planning & Strategies for Urban Ministry 20 hours

This class focuses on the development, evolution, and theories of urban planning. It considers the major concepts and procedures used by city planners and focuses on the analytical tools and methods available in addressing the social, economic, and environmental problems of urban areas.

UUM3004 – Financial Management for Faith Based Initiatives 30 hours

This class is designed to provide the student with an overview and understanding of theories, policies, procedures, and skills relevant to financial management. Emphasis will be placed on budgeting, accounting, revenue generation, income tax and debt management.

UUM3005 Church Administration II 20 hours

There are many facets to church administration. We will look at legal, financial, pitfalls of mishandling, relationships with boards and lay leadership and variations in sizes and conditions of churches. The examples given in the lectures are actual experiences and events. There are opportunities for you to examine and resolve problems that can arise. This course will offer the

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information that Unity Worldwide Ministries offer to Ministers and Ministries. The course is designed to be organic as well as academic.

UUM4103 History of Preaching – Teaching Truth 30 hours  
Analyzing sermons and biographies of Truth Students from 1979 to the present offers the student a broad perspective on preaching, teaching Truth and should help the student to develop the analytical tools useful in deciding on appropriate teaching forms.

UUM4104 The Nature of Urban Ministry 20 hours  
This course is designed to help the student understand activities of Urban Ministry.

UUM4202 Pastoral Experience (CPE) 50 hours  
This class is a structured pastoral experience in ministry under supervision.

UUM 4205 New Church Planting 30 hours  
A structured experience of new church planting.

UUM4305 The Minister and the Local Church 40 hours  
A consideration of the nature of congregational leadership ministry with emphasis upon the minister's personal characteristics; relationships in the family, local church, other churches in the fellowship of Christian Churches, and community; and functions of the ministry such as preaching, counseling, administering, teaching, and leading worship.

UUM4500 Internship/Practicum 20 hours  
This is a Fourth Year Class offering instruction and communication during the first term of the internship/practicum process.