



**BALTIMORE-WASHINGTON CONFERENCE
BOARD OF ORDAINED MINISTRY
Ministerial Education Fund**

APPLICATION PROCESS

The Baltimore-Washington Conference, Board of Ordained Ministry (BoOM) through the Ministerial Education Fund (MEF), provides for Grants/Loans to certified candidates for ordained ministry who are taking seminary classes towards a master's degree or Basic Graduate Theological Studies. The amount of the grants/loans will be determined by the availability of funds and will be available through the completion of the Master's degree or denominational requirements.

FIRST-TIME APPLICANTS MUST COMPLETE AND SUBMIT:

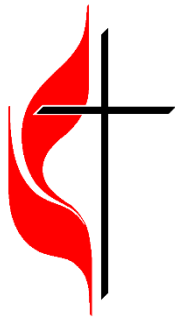
- The Initial Application Form. Your District Chair **must certify your candidacy by signing on the bottom of this form.**
- The Applicant's Agreement/Co-signer's Agreement. Please note **the co-signer may not be a spouse.** This form **MUST BE COMPLETED ONCE EACH YEAR** at the beginning of the academic year or mid year if that is when you first apply.
- The Seminary Certification Form (Parts A & B ONLY) **to the registrar at the seminary where you attend.**

RENEWAL APPLICANTS MUST COMPLETE AND SUBMIT:

- The Renewal Application Form each semester and the Applicant's Agreement/Co-signer's Agreement (once at the beginning of the academic year).
- The Seminary Certification Form (Parts A and B ONLY) **to the registrar at the seminary where you attend.**

To continue to receive funds, you must maintain a "C" or equivalent grade point average which must be verified by the seminary registrar (Part C of the Seminary Certification Form).

Return completed forms to: bomstaff@bwcumc.org



**BALTIMORE-WASHINGTON CONFERENCE
BOARD OF ORDAINED MINISTRY**
Ministerial Education Fund *revised October 2018*

APPLICANT'S AGREEMENT

I request financial assistance in the form of a **GRANT/LOAN** to assist me in my seminary education preparation for ministry in the United Methodist Church. I understand that the terms of the **GRANT/LOAN** are that I must make repayment through five (5) years of service as a Commissioned/Ordained Deacon or Elder under Episcopal appointment in the Baltimore-Washington Conference after graduation. This means that the indebtedness is reduced each year served by 20% of the total. A co-signed promissory note is required yearly. This note obligates me to repay all funds, plus 4% interest if I do not complete seminary and serve under Episcopal appointment in the Baltimore-Washington Conference.

I further promise to keep the Chairperson of the Board of Ordained Ministry informed of changes of address, seminary attendance and other matters related to my preparation for ministry.

I intend to take classes this _____ academic year during the:

- Fall Term _____ # credits Spring Term _____ # credits Summer Session _____ # credits

I am registering for _____ credits (total for the academic year) and request \$ _____ in funding (total for the year @\$350.00 per credit beginning **Fall 2018**).

Applicant's Name

Date

CO-SIGNER'S AGREEMENT
(A spouse may not be a co-signer)

I will assume responsibility for repayment of the above grant if it becomes a loan which the recipient fails to repay. I understand that this application may be one of three which the applicant may request MEF funding this academic year. This Agreement obligates me for the grant/loan funds received between **(DATE)**

Co-signer's Signature

Co-signer's Name (Print)

Address: _____ Phone: _____

Relationship to Applicant: _____

Applicant: Please keep a copy of this form for your records.

I HEREBY CERTIFY THAT I HAVE REGISTERED FOR THE FOLLOWING SPECIFIC COURSES AND HOURS:

FALL TERM SPRING TERM SUMMER SESSION _____
Year

Course Number	Course Name	Academic Hours

Total Credit Hours: _____

Comments:

Applicants Signature: _____

Date: _____

Return completed forms to: bomstaff@bwcumc.org

**BALTIMORE-WASHINGTON CONFERENCE
BOARD OF ORDAINED MINISTRY
Ministerial Education Fund**

SEMINARY CERTIFICATION FORM

PLEASE COMPLETE PARTS A and B ONLY and RETURN TO THE REGISTRAR'S OFFICE OR OTHER APPROPRIATE OFFICE OF THE SEMINARY YOU ARE ATTENDING.

A. PERSONAL INFORMATION

Applicant's Name: _____

Address: _____

Seminary: _____

B. RELEASE OF INFORMATION

I hereby authorize _____ to release the information requested below to The Baltimore-Washington Conference.
(Seminary)

Signature

Date

C. CERTIFICATION INFORMATION

I hereby certify that _____ is currently enrolled as a candidate for the degree of _____ at _____ and is currently registered for _____ hours of academic credit.

- Yes**, this student has maintained an average of "C" or better this past semester.
 No, this student has not maintained an average of "C" or better this past semester.

Semester: Fall Spring Summer

Signature

Title

Date

Return completed forms to: bomstaff@bwcumc.org