

Some Helpful FAQ's on Ministers' Lifelong Learning

Q: Who needs to do Lifelong Learning Hours?

A: All licensed or ordained Nazarene ministers, assigned or unassigned, who have graduated from the Course of Study for Ministers.

Q: How many Lifelong Learning Hours need to be completed?

A: Each minister must complete 20 continuing education hours each church year (for NEI, the church year runs from April 1-March 31).

Q: Where can I learn more about the LLH requirement?

A: The wording in the new Manual can be found in paragraph 527.6, (pages 204-205).

Q: What constitutes a Lifelong Learning Hour?

A: Generally, a Lifelong Learning Hour is one (1) 60-minute hour of engagement in a qualifying learning experience. For example, by participating in a qualifying 2-hour workshop a minister completes two hours of Lifelong Learning.

Q: What activities can I do to complete the required LLH?

A: Nazarene colleges and universities, regional and district offices, and the Global Ministry Center endeavor to provide quality Lifelong Learning opportunities to our ministers. However, there are a multitude of other opportunities that qualify for Lifelong Learning Hours, including online events (such as classes, webinars, live-streamed or archived conference sessions, etc.), classes or presentations available for participation through video-conferencing, and face-to-face classes or special educational events (such as a preaching conference, or a session on pre-marital counseling presented by a community organization, etc.).

A Lifelong Learning event does not have to be religious in nature; however, each learning opportunity in which a minister participates should contribute meaningfully to his or her overall development plan.

We will update the District website with upcoming events on our district and educational region that are eligible for CE credit. Attending or viewing videos of such seminars counts toward your CE total. We will have links to free videos on our website that have been approved for CE credit. This is not an exhaustive list, but a way to bring free and low-cost CE activities to our pastors.

Q: Who is exempt from the Lifelong Learning requirement?

1) District-licensed ministers who have not yet been graduated from the Course of Study by action of their District Board of Ministry (or District Board of Ministerial Studies) are exempt from the requirement.

2) If a minister is currently enrolled in a degree program, his or her successful completion of at least 10 credit hours of coursework over the course of the year shall be considered a sufficient basis for exemption from the Lifelong Learning requirement for that year. A minister enrolled in a

degree program is to provide annually to the District Coordinator a transcript indicating his or her progress in the degree program. In reporting to the District Board of Ministry on the status of the lifelong learning endeavors of a minister enrolled in a degree program, the Coordinator may simply report "Currently enrolled in a degree program."

Q: How do I select a different language for the site?

A. If you wish to view the site in a language other than the one you selected initially, you may select a language from the drop-down menu that appears at the bottom of each page of the site.

Q: What if I move to a different district?

A: Moving to a different district does not mean your credential has been transferred! You will need to inform your current district of your new location (and remember, your local church membership determines which district has jurisdiction over your credential). Once you have changed local church membership and have been notified that your district has transferred your credential to your new district, you may update the district associated with your lifelong learning record by selecting "Account" from the menu options appearing at the top of each page. Simply choose your new district and then click the update button at the bottom of the page. Failure to update this information means your lifelong learning activity will not appear on reports to your new district!

Q: How do I update a change in my credential?

A: To update a change in your credential (for example, if you were recently ordained), simply select "Account" from the menu options appearing at the top of each page. After making the change, be sure to click the update button at the bottom of the page.

Q: Will I still be able to login if I change my email address?

A: Yes, if you continue using the email address associated to your password. However, it is best to update your email address (select "Account" from the menu options appearing at the top of each page, enter your new email address, and then click the Update button) so that communication with your district leaders and with the Lifelong Learning Registry office is not hindered.

Q: How do I update my account profile?

A: Simply select "Account" from the menu options appearing at the top of each page. After making the change, be sure to click the update button at the bottom of the page.

Tips for adding a new lifelong learning event

- When possible, enter the full official title of the event
- Be sure the start and end dates are correct. Make sure you have selected an end date that is later than the start date!
- Provide enough description that someone other than yourself could read your entry and clearly understand the purpose and learning value of the activity.
- When it comes to reporting lifelong learning hours, become familiar with the reporting guidelines for unique learning opportunities.
- Many learning events touch on all four of the development areas: Content, Competency, Context, and Character. However, normally one or two areas are

especially emphasized and it is best to select only those areas. When you download a report of your activity, you will be able to see at a glance whether your activity is balanced between these four development areas.

Q: Who do I contact if I have questions about Continuing Education?

A: Our district LLH director is Dr. Karl Payton at karlpayton@letu.edu or phone 903-452-7202.

North/East Texas District

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