Application Checklist

Our application checklist is designed to navigate the application process and ensure that the applicants complete the application in a timely and efficient manner.

BEFORE APPLYING
☐ Research the structure and beliefs of The United Methodist Church.
☐ Discern if this program is a good fit.
☐ Review program core values.
☐ Language Requirements: Fellows must be able to communicate at a conversational/professional English proficiency. English is essential during interviews, orientation, and some placement contexts.
☐ International Track: All applicants who desire to serve in this Track must provide a copy of their unexpired passport. If you do not currently hold a passport, please begin to research your local passport process. If your passport is expiring within the next year, we encourage you to research the renewal process.
☐ Methodist Applicants: Gather your annual conference information and the name of your bishop.
☐ Non-Methodist Applicants: Gather the name of your denomination leader and your local church information.
☐ References: The online application will send the references an online recommendation form for them to complete. References do not need to compose an original recommendation letter. Three valid references are required for an application to be considered.

READY TO APPLY
Scan and save the following supporting documents:
☐ Passport (photo page) or government ID
☐ Language diplomas or other applicable certifications
☐ Copy of your official/unofficial educational transcripts
☐ CV/Resumé

Essays:
☐ Compose essay responses and proofread for spelling and grammar
☐ Complete application questions and carefully review the entire application before submitting

Online Resources:
☐ Frequently Asked Questions
☐ Discernment Tool

Resources Available Upon Request:
☐ Passport Guide
☐ Transcript Guide
☐ Reference Guide
☐ CV/Resumé Guide

Application Process

Discern → Apply → Application Under Review → Program Interview → Notifications → Training → Departure