

# Becoming a Licensed Unity Teacher

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## Prerequisites

1. Complete 250 hours of Unity's Spiritual Development Program.
2. Be an active member of a Unity church which is recognized by Unity Worldwide Ministries (UWM).
3. Enter into an agreement with your sponsoring minister regarding your future role as a licensed Unity teacher in a specific ministry.
4. Mail a Letter of Intent to the Licensed Teacher Coordinator at UWM (see address below).
5. Have access to a computer and the Internet and have the ability communicate via email and to open attachments.
6. Take and pass a psychological evaluation.

## Letter of Intent

Write a Letter of Intent and mail it to the LTC at UWM as you are nearing completion of the Spiritual Development Program and before beginning Leadership classes. Include the following:

1. Candidate's name, home address, phone numbers, email address
2. Number of Spiritual Development Program hours completed
3. When (month & year) you plan to begin your first Leadership classes
4. Your chosen Focus Area
5. Name and address of your sponsoring ministry
6. Name of your sponsoring minister and her/his email address
7. Your sponsoring minister's signature, confirming their willingness to be your sponsor
8. If you are a Spiritual Leader, the name of your church and the date you became Spiritual Leader at this ministry.

## Psychological Evaluation Requirement

This requirement is one step in the application process and is completed during your first week of Leadership classes. The written portion of this evaluation is administered on the Sunday before classes begin and the 90-minute interview with the psychologist is scheduled on the Saturday after classes end. It is your responsibility to contact the LTC as you are nearing completion of the Spiritual Development program to schedule this evaluation.

## Submitting Practicum Documentation

Practicum requirements are explained in detail in the Licensing for Teachers booklet, available at [www.unity.org](http://www.unity.org). As you complete the required assignments, send the documentation to the LTC, preferably by email. All submissions must be typed rather than handwritten.

## Skills Demonstration Seminar

Skills Demonstration Seminar (SDS) is the final week of training before you are considered for licensing. Attendance at SDS is by invitation only. All requirements (class and practicum) must be completed and supporting documentation on file in the office of the LTC at Unity Worldwide Ministries three months in advance of the SDS you plan to attend. Practicum documentation is to be

submitted as you complete the requirements so we can give you feedback on your work as you progress. All documentation must be typed and emailed to [ltc@unity.org](mailto:ltc@unity.org) or mailed to:

Unity Worldwide Ministries  
Attn: Shirley Kennedy, Licensed Teacher Coordinator  
PO Box 610  
Lees Summit MO 64063

### Updating Your Contact Information

You are required to inform us when you have a change in any of the following: address, phone number, email address, name, sponsoring minister or sponsoring ministry. Please send this information directly to the LTC.

### Receiving the e-newsletter *The Path*

Please go to [www.unity.org/enews](http://www.unity.org/enews) to sign up for this newsletter, which will help you stay informed of requirements and possible changes in this program as well as giving you access to other Unity Worldwide Ministries information.

### Contacting the Licensed Teacher Coordinator

Shirley Kennedy can be reached at 816.434.6862 and at [LTC@unity.org](mailto:LTC@unity.org).