

Request to Take Extra Course of Study Classes

If a Local Pastor wishes to take more than four courses in one year, you must obtain written approval from: The DS, LPR, the Director of the Regional School and from the Assistant General Secretary at GBHEM. All written approvals should be submitted along with your course registration form. Effective January 1, 2017, if a student enrolls in more than four (4) courses per calendar year without receiving ALL approvals listed above, any courses taken over four (4) will not be recognized on your transcript and will not be counted towards completion of the Basic Course of Study.

Should you have any questions about the approval process, please contact Tiana Gatewood at tiana.gatewood@spst.edu

Student Name _____

Phone No _____ Email _____

Annual Conference _____ District _____

How many Course of Study classes would you like to take this year, when, which courses and why?

Approvals

Please have your DS and Conference LPR sign below to show their approval of your taking additional courses

District Superintendent (please print) _____

Phone No _____ Email _____

DS Signature _____ Date _____

Local Pastor Registrar (please print) _____

Phone No _____ Email _____

LPR Signature _____ Date _____

Once signed by your DS and LPR, please mail or scan & email signed form to COS Director Israel Kamudzandu at israelk@spst.edu

Director of Course of Study Regional School: Dr. Israel Kamudzandu Phone No 913-253-5016 Email israelk@spst.edu

COS Director Signature _____ Date _____

Once signed by Dr. Kamudzandu, he will forward the 3 signatures on to the General Board of Higher Education & Ministry for final approval

GBHEM Signature _____ Date _____

Approved to take _____ courses in 20_____.

Please notify Tiana Gatewood at tiana.gatewood@spst.edu once student has been approved to take additional courses.