

# FORM 4-Dean Recertification Form

As authorized by the Division of Christian Education Accreditation and Credentials  
of the Sunday School Publishing Board, National Baptist Convention, USA, Inc.

**Submit the form to:** Division of Christian Education, P. O. Box 70990-0990

**NOTE TO DEAN:** This form must be submitted along with a Form 1-Accreditation of Christian Leadership School application and Form 25-Financial Worksheet to the Division of Christian Education. This form should arrive at the DCEAC and be postmarked ninety days before the beginning of the school. Failure to make prompt submissions could result in the school not being accredited. The dean certification is for five years, and upon expiration of that term, the dean must re-certify. **The state director's signature is required on this application.**

**Note: Deans must take course 2100 –Guidelines for recertification of deans. Include a copy of the course card.**

## PART 1

Dean No. \_\_\_\_\_

Name (Choose one: Rev., Dr., Dea., Mr., Mrs., Ms., Min. ): \_\_\_\_\_

Address: \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Phone #: Daytime (\_\_\_\_) \_\_\_\_\_ Home (\_\_\_\_) \_\_\_\_\_ E-mail \_\_\_\_\_

Your church home: \_\_\_\_\_ District Association \_\_\_\_\_

State Convention \_\_\_\_\_ National Convention \_\_\_\_\_

Is *Informer* subscription current? ☐ Yes ☐ No Exp. Date \_\_\_\_/\_\_\_\_/\_\_\_\_ (If no, please include subscription application and fees)

## PART 2

1. Have you served as dean of an accredited CLS over the last five years? ☐ Yes ☐ No

Name of most recent CLS \_\_\_\_\_ School # \_\_\_\_\_ What city/state? \_\_\_\_\_

2. Deans are certified for five years. For re-certification, the certified dean must show evidence that he or she has participated in at least two, formal training sessions; some options for training are state congresses, local church institutes, National Baptist Congress or other approved Christian education training sessions during the five-year tenure. Training session reports should be listed in the space below for CLS attendance and on a separate sheet for other training sessions. **Include a copy of course cards with this form and/or programs/certificates from other training sessions.**

Course # \_\_\_\_\_ Title \_\_\_\_\_ Date taken \_\_\_\_/\_\_\_\_/\_\_\_\_

Course # \_\_\_\_\_ Title \_\_\_\_\_ Date taken \_\_\_\_/\_\_\_\_/\_\_\_\_

3. Summarize the point of view of a Christian Education *Informer* Journal article or recent book on Christian education, and identify at least three points that the author presents to support that point of view.

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Signed \_\_\_\_\_ /\_\_\_\_/\_\_\_\_  
Dean Date

### Please complete this financial section:

Appropriate fees must accompany this form. **Please do not send cash! Do not staple or tape checks!**

**Fees included with this application:** Re-Certification \$ \_\_\_\_\_ *Informer* \$ \_\_\_\_\_ Total \$ \_\_\_\_\_

Please list the method of payment for this application. **Make checks payable to:** The Division of Christian Education

Check No. \_\_\_\_\_ Money Order No. \_\_\_\_\_ Cashier Check No. \_\_\_\_\_

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