

## Annual Report of Full and Preparatory Members Attending Colleges and Universities

“The pastor shall report annually the names and contact information for professing and baptized members attending colleges and universities to the District Superintendent, the Chairperson of the Conference Board of Higher Education and Campus Ministry by one month before the start of the school term and to the Charge Conference. The Conference Board of Higher Education and Campus Ministry has the responsibility to share the information with the appropriate UM related campus ministries.” (paragraph 232, 2008 *Book of Discipline*)

This form is to facilitate each pastor in meeting the requirements of the 2012 Book of Discipline. Also note that paragraph 228.2 (c) states, “The pastor, along with other adult workers with youth and young adult leaders in the local church and beyond (paragraph 634.4c [4], shall disseminate information about United Methodist related Campus Ministry to college/university students or potential college/university students who are baptized members, professing members, or other constituents of the congregation.”

Although a copy of this report must be included in your charge conference report, please be aware that this report must be sent to the Chair of the Division of Campus Ministry “by one month before the start of the school term.” **To fulfill that requirement please mail a copy of this report to Rev. Carmen R. Rickel, Chairperson of the Board of Higher Education & Campus Ministry, between July 1 and September 15, if possible.** The address is provided below for your convenience.

This report consists of three sections:

- 1) This page of information and instruction,
- 2) A page that begins the actual report. It is appropriate for your charge conference as well.
- 3) Pages for data entry to standardize the information received by the churches about the students.

In their first year, students may not know their mailing address at the time of this report, or they may move without notifying the church. For this reason, we are also requesting parental contact information.

If you are preparing reports for multiple churches or have many students, please make additional copies of the data entry pages as needed. If you do not have any students attending or planning to attend college, mark the check box indicating so.

If you would like to include notes about individual students that are personal in nature, please write or type them on a separate sheet of paper and do not include this in your charge conference report. Notes will be passed along to the appropriate campus minister and kept confidential.

Thank you for your cooperation. The Campus Ministries of the Texas Annual Conference will do everything it can to provide a place where your members and constituents can continue their faith journey with Christ.

Send Completed Forms To:

Rev. Carmen R. Rickel  
PO Box 306  
Shelbyville, TX 75973  
[Crrickel@hotmail.com](mailto:Crrickel@hotmail.com)

Annual Report of Full and Preparatory Members Attending Colleges and Universities

Church Name: \_\_\_\_\_  
Senior Pastor: \_\_\_\_\_  
Name of person filling out this report (if other than pastor): \_\_\_\_\_  
Phone number of person filling out this report: \_\_\_\_\_  
Email of the person filling out this report: \_\_\_\_\_

Date of Charge Conference: \_\_\_\_\_  
District: \_\_\_\_\_  
Date this report completed: \_\_\_\_\_  
Number of pages of report, including this page: \_\_\_\_\_

NONE \_\_\_\_\_

We have no young adults under the care of this church who are attending a college or university or who plan to do so in the upcoming school year (fall or spring).

Church Name: \_\_\_\_\_  
Student's Full Name: \_\_\_\_\_  
Preferred Name or Nickname: \_\_\_\_\_  
Freshman \_\_\_\_\_ Transfer Student \_\_\_\_\_ Returning Student \_\_\_\_\_ Second Career Student \_\_\_\_\_  
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