

Step 3 - Entering Your Professional Competency Courses

Click the blue “Add Course” button to enter your professional competency course information.

Professional Competency Courses Total Hours 0 

A minimum of 24 graduate semester hours of CHEA accredited coursework in the Competency Subjects is required. Coursework must include at least one (1) graduate-level course in three (3) of the four (4) subject areas deemed essential to professional care of persons in a religious or philosophical institution (listed below) and must be represented on the transcript. These courses may be included in or completed outside of the Qualifying Degree.

Subject Areas:

- Spiritual Practices/Practical Ministry
- History of Religious or Philosophical Tradition
- Sacred or Foundational Texts
- World Religion/Philosophy

See Professional Course Competencies for examples at this link: [Academic Standards and Professional Competency Courses](#).

To add courses, click the **Add Course** button.

[\(show less\)](#)

 



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Fill in the required fields (1), then click the orange “Submit” button (2).

Competency Subject: Documentation ✕

Institution Name*: **1**

Is the institution accredited?*:

Subject Area*:

Course Name*:

Completion Date*:

Total Semester Hours*:

2

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You will need to repeat these steps for each professional competency course entry.

Once you have finished entering your professional competency courses, you can continue to the next section.



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