



**United Lutheran Seminary**

UNIFYING, LEARNING, SERVING

**United Lutheran Seminary  
Office of Contextual Formation  
Checklist for Ministerial Fieldwork**  
*(1<sup>st</sup> student congregational fieldwork)*

- ☐ Student completes application and submits to primary campus location by September 1.
- ☐ **Attend Ministerial Fieldwork Supervisor/Student Orientation September via Zoom (link sent closer to meeting date)**
- ☐ Ministerial Leadership Agreement - October 7th
- ☐ Learning Covenant – October 7th
- ☐ Mid-Year Appraisal – Due – 2<sup>nd</sup> Friday of December by 5:00 PM
- ☐ Final Evaluation – Due – 2<sup>nd</sup> Friday of May – By 5:00 PM
- ☐ Lay Person's Evaluations – Due – May 1<sup>st</sup> - By 5:00 PM (to student only)
- ☐ Preaching Evaluations – Due – May 1<sup>st</sup> - By 5:00 PM (to student only)
- ☐ Teaching Evaluations -- Due – May 1<sup>st</sup> - By 5:00 PM (to student only)