



Sacred Order of Living Paganism

Creating a new Academy of the Order Checklist

To create an Academy of the Order in your area, you need to take the following steps:

- Have at least one person who has attained at least the first degree in the Order;
- Assemble at least two students who will study regularly with the teacher;
- Establish a regular meeting time for classes; (Once a week is recommended)
- Adopt the Order's Minimum teaching requirements as the curriculum for the class;
- Find an existing Circle of the Order or Minister to sponsor you; and
- Send that Circle or Minister the following information:
 - A request for instatement;
 - The name of the Academy;
 - The location of the Academy (city and state);
 - The degrees and names of the Academy teachers and degrees;
 - A list of class times and places; and
 - The number of current students.

Once reviewed and accepted, the sponsoring Circle will officially recognize the new Academy through a letter of instatement.

Date of Instatement: _____