



SUNDAY SCHOOL, CNP & SQUADS

CURRICULUM ORDERING PROCESS



HOW TO CHANGE YOUR SUNDAY SCHOOL STANDING ORDER FORM:

1. Meet with your Sunday School teachers to determine the needs of their classes.
2. When your Standing Order Form arrives with your quarterly invoice make additions and deletions directly on the form. Do not use a blank order form—your order would be ADDED to your standing order.
3. Send it to your Divisional Youth Secretary for approval. They will forward it to THQ. Do not send it directly to THQ.
4. Word Action *cannot* be cancelled as your Sunday School Curriculum!



SUPPLEMENTAL ORDER, CNP & SQUADS ORDER FORMS:

1. Meet with your Sunday School/Youth Leadership Team and plan your Sunday School, Outreach and SQUADS classes, as well as any Leadership Development (i.e. Sunday School Teachers Meetings).
2. Make your choices directly on the form(s).
3. Resources ordered on the Supplemental, CNP and SQUADS Order Forms are only sent that one time. If you want them on a regular basis, you'll need to order them every quarter.
4. Send it to your Divisional Youth Secretary for approval. They will forward it to THQ. Do not send it directly to THQ.

All forms must be to your Divisional Youth Secretary by the 18th of September, December, March and June.

All forms must be submitted to THQ by the 22nd of September, December, March and June.

Changes take effect in the next quarter.

Forms can be faxed or scanned and emailed.