



Guidelines

Grand Chapter of Ohio

Program

of

Masonic Education

Responsibilities – District Deputy Grand High Priest

1. Select, set, and arrange for the date, place, agenda and program for the schools in his jurisdiction.
2. Organize the Officers School of Instruction:
 - a. Held between June and September
 - b. Either district-wide or by region
 - c. Grand King may attend and present his program
 - d. Minimum of four subjects to be covered; minimum of 3 hours
 - e. For all officers of constituent Chapters
 - f. Refer to Chapter Management Manual for specific instructions
3. Recommends to the Grand High Priest for the appointment of D.E.O. (s)
4. Oversees the distribution, grading, and record keeping of the Chapter Resource Course(s). Award certificate(s) upon completion.
5. Submits report form #RAE2 to the Chairman of the Education Committee by May 15th.

Responsibilities – District Education Officer

1. Appointed by Grand High Priest upon the recommendation of the Deputy.
2. Directs the education programs within his district.
3. Organizes and directs the Royal Arch Schools:
 - a. Either one year (8 subjects) or two year (4 subjects)
Curriculum:

What is Freemasonry?	Biblical Foundations of Freemasonry
Early History of Freemasonry	American History of Freemasonry
Mark Master Degree	Past Master Degree
Most Excellent Master Degree	Royal Arch Degree
 - b. Select faculty for school sessions
 - c. Maintain records and attendance
 - d. Submit report form #RAE1 to the Chairman of Education committee by May 15th
4. Attend annual inspection of constituent Chapters
 - a. Meet with Chapter Education Officer
 - b. Report of education/candidate counseling programs
 - c. Submit report form #RAE3 to the Chairman of the Education committee by May 15th
5. Attend each Chapter within his jurisdiction and present an education program each year.
6. Assist Chapter Education Officers in implementing programs.
(Reference: Chapter Management Manual and DEO Handbook)

Responsibilities – Chapter Education Officer

1. Appoint Candidate Counselors
2. Provide Education talks (3 minutes) at stated and special convocations.

3. Provide pertinent information for report form #RAE3 to the D.E.O. on/or before the annual inspection.
4. Provide Bible Markers to the Candidate Counselors
(Reference: Chapter Education Officer handbook)

Responsibilities – Candidate Counselor

1. Counsel the candidates on the purposes, philosophy, symbolism, and ideals of the degrees, prior to and following each degree conferral.
2. Use candidate counseling flip charts
3. Present Bible Markers following degree conferral
(Reference: Candidate Counselor Handbook)

Education Materials:

Chapter Management Manual *
Manual of Suggestions for Chapter Officers *
Code of the Grand Chapter *
DEO, CEO, Candidate Counseling Handbooks **
Candidate Counseling Flipchart **
Resource Course (Series I & II) and grading keys **
Presentation certificate for completion of Resource Course(s) **
Pocket card for attendance at Royal Arch Schools **
Listing of Royal Arch Instructors **
Teacher's Diploma (requires certification by committee) **
DDGHP report form RAE2 (Report on School of Instruction) **
DEO Report form RAE1 (Summary report on Royal Arch Schools) **
DEO Report form RAE3 (Inspection report) **
Listing of Recommended Reading Materials **
Attendance form for Royal Arch School sessions *
Bible Markers **
CEO Short Talk Booklet (new in 2004)**

* Available from Grand Secretary's office

** Available from the Chairman of the Education Committee

Updated Aug 2004