

## ***Certificate III in Christian Ministry and Theology (30771QLD)***

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### **1. Aims**

The Certificate III in Christian Ministry and Theology (30771QLD) course is designed to provide skills and knowledge in communicating the Gospel and serving the community either in the secular workplace or in Christian ministry work. This course will train leaders and potential leaders in a range of areas relevant to participating in and leading ministry activities in the local church.

### **2. Ministry/Employment Outcomes**

This course will provide training in the background knowledge and practical skills required for both paid and voluntary workers employed in professional and Para-professional work that involves pastoral ministry within Christian organisations.

More specifically these courses will give students:

- A practical understanding of the Bible
- A foundation to think biblically and make ethical decisions
- Competence in communication (especially in communicating biblical concepts), conflict-resolution and people management skills
- Pastoral care and ministry skills with a heart for God and people

### **3. Overview**

Both qualifications are fully competency based and while knowledge and some aspects of competency are assessed within the realms of each subject, completion of a ministry project demonstrating all areas of competency will need to be completed to graduate.

The student will obtain practical experience by undertaking field placements at their local church, with a Christian ministry or community service organisation. This practical experience is to be gained in an area that complements the assessment project and the immediate goals of the student.

A full-time student would normally undertake a study load of 2 subjects at any one time. Individual subjects may be delivered on a week by week basis or by intensives.

### **4. Duration**

The Certificate III course can be completed in a minimum of one year when studied Part-time. You need to complete as Competent 8 subjects to graduate.

### **5. Costs 2013**

#### ***Application Fee***

For students wishing to study at a credit level there is a one off non-refundable enrolment application fee.

Accredited Australian students	\$150.00
Non-accredited	\$ 50.00

## **Academic Fees**

Fees for full-time students of this course are:

Tuition per module (including notes and student file)	\$140.00
To study as an external student the cost is per module (This includes notes, student file and CD's)	\$160.00
Non-accredited cost per module (This includes notes, student file and CD's)	\$ 90.00

*Note:* The College reserves the right to alter fees prior to the start of each academic year.

## **6. Entry Requirements**

For entry into this course it is expected that the student is a committed Christian and actively involved in a local church or Christian community.

General requirements for entry are:

- A completed student application form & payment of the application fee
- A reference from local church pastor or leader
- A successful interview with the Principal or representative (*where physically possible*)
- Students should have basic computing skills including the ability to use a word processing package at an elementary level and be able to access the internet.
- Satisfactory English language skills. International students are required to have English language skills to at least the level of IELTS 5.5. If students do not have satisfactory English language skills Unity College Australia has English language courses available to enable the student to reach the required entry level.

Students should in good conscience be able to subscribe to the Lifestyle Training School statement of beliefs that are found in the tenets of mainstream Christianity.

## **7. Training Process**

The course entails an average of 2-4 hours per week of class contact and private study time for each subject. College obligations, which include college community participation, are additional.

Lifestyle Training School uses a wide variety of training methods. Training may be conducted through:

- lectures, presentations and demonstrations
- interactive discussions
- group participation
- individual tutorials
- practical skills exercises
- individual projects
- research into literature and other resources
- audio/visual presentations
- participation in conferences and seminars
- visits to local Christian ministry centres
- use of guest speakers
- role plays and simulations

Actual delivery modes and training and assessment materials are adapted as needed in order to meet the needs of a diverse range of students. This will be done on a subject by subject basis in consultation with the trainer.

Lifestyle Training School adopts adult-learning principles, and all students are treated as adult learners. Participants in this program are therefore expected to take charge of their own learning process. It is expected that each selected participant will be committed to meeting the requirements of the relevant Certificate III course and will attend relevant classes and activities and complete all work required for assessment.

It is expected that all program participants will have access to a computer. This is mandatory for successful course completion.

### 8. Course Competencies

Australia has a system of national standardisation of training for many industry areas. This system is implemented through the use of training packages (*groups of courses*) and individual units of competency within a course. This system enables students to get automatic recognition across all accredited government and private training organisations for relevant studies undertaken at any one of them. All elective competencies fall into this category.



There are no nationally recognised competencies developed for Christian ministry and Theology at this point in time. This course however is common to more Christian Colleges than any other accredited course in Australia and as such relevant units would have automatic recognition. The 6 core units of competency fall into this category.

The following core competencies are achieved through completion of the core units from the Certificate III in Christian Ministry and Theology.

National Code	Competency
CMT001	Identify how Christian Scripture, life and practice are understood today
CMT002	Identifies theological data
CMT003	Identifies a range of information within a theological theme or issue
CMT004	Identifies new theological insights
CMT005	Identifies theological knowledge in relation to the Christian way of life
CMT006	Communicates theology in everyday language

In addition a selection of the following nationally recognised competencies are achieved on completion of this course. These competencies are from national training packages.

National Code	Competency
BSBWOR301A	Organise personal work priorities and development
CHCCOM2B	Communicate appropriately with clients and colleagues
CHCORG3B	Participate in the work environment

## 9. Course Structure

Total course requirements for the Certificate III in Christian Ministry and Theology course is the equivalent of 4 term subjects. Full time students will study these at the rate of 2 per term. You need to complete as Competent 8 subjects to graduate.

The following breakdown of these subjects will apply.

Subject code	Name	Subject Length	Core / Elective	Competency Code
101-1	The Power of the Word	½ Term	Core	CMT001
101-2	The Character of God	½ Term	Core	CMT002,
101-3	Supernatural prayer	½ Term	Core	CMT003,
101-4	Faith	½ Term	Core	CMT004,
101-5	Jesus and the holy spirit	½ Term	Core	CMT005,
101-6	Finding your gifts and talents	½ Term	Core	BSBWOR301A, CHCORG3B
101-7	Hearing the voice of God	½ Term	Core	CMT006
101-8	New creation realities	½ Term	Core	CHCCOM2B
201-1	Mark (The Gospel of)	½ Term	Core	CMT001
201-2	Worship	½ Term	Core	CMT002
201-3	Abundance	½ Term	Core	CMT003,
201-4	Apologetics	½ Term	Core	CHCCOM2B, CHCORG3B
201-5	Chaos of the Cults	½ Term	Core	CMT004
201-6	Marriage and Family	½ Term	Core	CMT005
201-7	Thou Shall Prosper	½ Term	Core	CMT006,
201-8	Biblical Heroes of the Faith	½ Term	Core	BSBWOR301A,

## 10. Assessment overview

Assessment in each subject involves:

- attendance and participation
- practical fieldwork as applicable
- written assignments, exercises, tutorial/seminar presentations, tests as applicable
- journal/process diary completion as applicable

Competency-based assessment criteria apply to grading. The final Academic transcript will show the following results for each subject.

**C** Competent

**NYC** Not Yet Competent

Students who successfully complete the following requirements will be recommended for graduation:

- Satisfactory completion of all relevant academic requirements
- Payment of all outstanding fees owing to Lifestyle Training School
- Return of all college resources including library books
- Maintained a satisfactory level of Christian conduct during his/her time at College
- Completion of co-curricular requirements including student/community participation

## 11. Pathways

Certificate IV of Christian Ministry and Theology

### 12. RPL & Recognition of Past Studies

Students may apply for Recognition of Prior Learning (RPL) on the strength of formal or informal learning and experience. The student must:

- complete an 'RPL Request' form
- pay the request fee
- attend a preliminary interview to receive the appropriate 'Proof of Evidence' forms and an RPL processing quote
- accept and pay the quoted RPL processing fee
- provide adequate supporting documentation (academic transcripts, certificates/diplomas, copies of achieved learning outcomes, course components and assignments)

It is the student's responsibility to outline the individual learning outcomes or skills they have acquired against the prescribed assessment criteria of the relevant subject(s). An RPL Information Kit is available from the campus office.

Relevant qualifications or units of competency studied at other Registered Training Organisations will be automatically recognised at no cost to the student.

### 13. Refund Policy

If you have already paid your tuition fees, Lifestyle Training School will refund all or part of your fees on the following basis.

Firstly where a student wishes to withdraw from a subject of study or a course, a 'Notification of Withdrawal' form must be completed and submitted to the Lifestyle Training School office linked to your study. The date of withdrawal is the date in which written notification is received by the Lifestyle Training School office.

Once initial payment has been made the amount of 50% of first semester's fees is non refundable. This is to take account of the commitment the college has to make to trainers in deciding if subjects have sufficient numbers of students enrolled to proceed.

Students can start a subject/course a maximum of two weeks after the commencement date. There is no refund for late commencements. No refunds will be provided in relation to application fees, retreat fees, mission trip and/or international supplements.

Otherwise refunds will be made less the following withdrawal costs:

- prior to the cut off enrolment date for each term (Thursday before first week of term) – 10% of subject fees if payment has already been made.
- up to the first teaching week of term – 25% of the subject fee except where you have already been notified that a class for an optional subject will be running. In this case the full term fee is payable.
- after the first teaching week – no refund is payable.

The Principal of the local campus of Lifestyle Training School will make the final decision about refunds. Refunds will normally be made in Australian dollars even if the initial payment was made in another currency. The student is responsible for any currency conversion costs.

Full refunds of all relevant fees will be paid where the college defaults in its delivery (eg where a course doesn't run) in line with the provisions of the ESOS Act 2000 and the ESOS regulations 2001.