

COURSE OUTLINE

Certificate IV in Creative Ministries



Streams: General Arts, Music, Technical Production, Dance, Drama, Visual Arts

1. Aims

The Certificate IV in Creative Ministries courses are designed to give people opportunity to develop skills and understanding in the application of various creative arts areas in Christian ministry. This set of courses is the first year of a three year program up to the Advanced Diploma level. The courses will train leaders and potential leaders in a range of areas relevant to participating in and leading a worship or arts team.

2. Ministry/Employment Outcomes

These courses will provide training in practical skills and background knowledge related to creative arts in a Christian context. Course outcomes apply to both paid and voluntary workers.

More specifically these Certificate IV courses aim to give students the opportunity to achieve the following job roles:

- Creative Ministries Worker (including sound technician)
- Creative arts performer or presenter

3. Overview

Each qualification is fully competency based and while knowledge and some aspects of competency are assessed within the realms of each subject, completion of practical ministry activities demonstrating all areas of competency will need to be achieved to graduate.

These courses provide opportunity for students to:

- acquire and develop practical and theoretical skills in one or more areas of the Arts with a particular emphasis on application in Christian ministry
- develop a basic working knowledge of the bible and their application to Christian living and ministry
- develop communication, team building and facilitation skills

A full-time student would normally undertake a study load of 6-8 subjects during each term. The workload for each subject varies. Individual subjects may be delivered on a weekly basis, by intensives or by correspondence.

4. Duration

The Certificate IV courses are usually completed in one year when studied full-time.

5. Costs 2010

Application Fee

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

Australian students	\$75
International students	\$200

Academic Fees

Annual fees for full-time Certificate IV in Creative Ministries students are:

Australian students

Music or General Arts with a Music Performance Major*	\$5500
Other arts majors	\$5200

International students

Music or General Arts with a Music Performance Major*	\$5900
Other arts majors	\$5600

Mission trip supplement (annual)	\$400
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*Fees include 36 weekly 30 minute private lessons in the major area of study.

Above fees only apply if paid in advance term by term, otherwise individual subject fees will apply.

Additional material fees apply to visual arts classes and a studio fee for studio recording subjects

Extra fees apply if:

- additional individual lessons are required in minor or elective instrumental/vocal studies
- additional studies above course requirements are undertaken

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

6. Entry Requirements

For entry into these courses 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
- Two references (i) from local church pastor or leader (if not already provided) and (ii) from another Christian leader unrelated to yourself
- A successful audition/ folio presentation demonstrating basic competence in the course major area and/or the potential to complete the practical course components.
- A successful interview with the Principal or representative (where physically possible)
- Satisfactory completion of Year 12 is recommended but students without this formal educational level will be considered. Minimum entry age is 17 years (18 years for international students).
- Satisfactory English language skills. International students are required to have English language skills to at least the level of IELTS 5.5 or equivalent. 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 have basic computing skills including the ability to use a word processing package at an elementary level.

Students should in good conscience be able to subscribe to the Unity College Australia statement of beliefs that are found in the tenets of mainstream Christianity.

7. Training Process

The course entails an average of 15-20 hours per week of class contact. Private study and rehearsal time for each subject would typically be another 15-25 hours. College obligations, which include college community participation are additional.

Unity College Australia uses a wide variety of training methods. Training may be delivered through:

- lectures, presentations and demonstrations
- interactive discussions
- group participation
- individual tutorials
- master classes
- practical skills exercises
- distance education
- individual projects
- research into literature and other resources
- audio/visual presentations
- visits to local Christian ministry centres
- visits to artistic performances and exhibitions
- use of guest speakers
- role plays and simulations
- relevant vocational placement

Unity College Australia 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 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 Structure

Unity College Australia offers six different courses (or streams) in Creative Ministries at the Certificate IV level. These are:

- Certificate IV in Creative Ministries (General Arts)
- Certificate IV in Creative Ministries (Music)
- Certificate IV in Creative Ministries (Technical Production)
- Certificate IV in Creative Ministries (Dance)
- Certificate IV in Creative Ministries (Drama)
- Certificate IV in Creative Ministries (Visual Arts)

Core and elective subjects for each the Certificate IV courses are listed below. Core subjects are notated with a "C" and Elective subjects with an "E".

Students are able to study a wide range of elective subjects and where elective subjects don't appear on the sample list below students are invited to discuss alternatives with the course coordinator. Not all elective subjects are offered every year.

ALL COURSES

Complete the following units as indicated.

Unit Codes	Unit Name	Unit Length	Core (C) or Elective (E)
UCCSF001A	Christian Life 1	Semester	C
UCCSF002A/ BSBCM402A	Christian Life 2	Semester	C
UCCSF007A	Sons of the Father*	Term	E
UCCSF008A	Daughters of Destiny*	Term	E
UCCSF009A	Moving into Freedom*	Term	E
UCBRE001A	Bible Study Resources	Term	C
WPP001A	Christian Worship 1	Term	C
UCGAM001A	Arts in Christian Ministry 1	Term	C
UCGAM003A	Stage Production 1	Term	C
CHCCOM3C	Interpersonal Communication Skills	Term	C
PRMCMN403A	Team Building Communication	Term	C
CUSGEN05B	Stage Communication	Term	C

* UCCSF007A, UCCSF008A and UCCSF009A can be studied as electives in their own right but there is also a requirement for students to select one of these subjects (or other equivalents) as part of UCCSF001A and UCCSF002A.

In addition complete ONE of the following streams according to the course selected:

- (i) General Arts
- (ii) Music
- (iii) Technical Production
- (iv) Visual Arts
- (v) Dance
- (vi) Drama

(i) GENERAL ARTS STREAM

Students studying the general arts stream need to complete thirteen additional units apart from the required units above.

Students must meet the specified requirements for any **two** of the five different streams (Streams ii to vi) as indicated in the right hand column of each stream.

Any remaining units are to be achieved from the wide range of electives available.

(ii) MUSIC STREAM and General Arts Stream (Music)

All units except those with codes starting with “UC” are from the Music Training Package and directly equate to any music subjects offered at any other vocational training organisation (whether public or private) across Australia. The particular national qualification this course most closely relates to is the Certificate IV in Music which is also offered by Unity College Australia.

Music Stream:

Complete 13 units by selecting required units from the following list. Any remaining units are to be achieved from the wide range of electives available.

Please note that Major Instrument Study 2 is worth two units. Also UCMUS020 or UCMUS022 are partial units and do not count in the number of overall units studied.

General Arts Stream (Music):

Complete at least six units of competency under the General Arts stream heading including the two core units, two musicianship units as per the footnote below and remaining units from the wide range of electives available.

Students wishing to continue studying music in the General Arts Stream or Leadership stream at the Diploma level must complete CUSMPF09A and CUSMPF11A as a prerequisite to entry.

Unit Codes	Unit Name	Unit Length	Core or Elective	
			Music Stream	General Arts Stream
CUSMPF03A	Stagecraft 1	Term	C	E
UCDRA01A	Acting 1	Term	C	
CUSMPF06A	Major Instrument Study 1	Semester	C	C
CUSMPF04A CUSMPF09A	Major Instrument Study 2	Semester	C	E
CUSMPF02A	Minor Instrument Study 1	Semester	C*	
CUSMPF08A	Band/Vocal Ensemble 1	Semester	C	C
CUSMPF11A	Band/Vocal Ensemble 2	Semester	C	E
(UCMUS020)	General Musicianship 1	Semester	C^	C^
CUSMGE06A	General Musicianship 2	Semester	C^	C^
(UCMUS022)	Contemporary Musicianship 1	Semester	C^	C^
CUSMGE14A	Contemporary Musicianship 2	Semester	C^	C^
CUSMCP02A	Song Writing 1	Term	C/E^	C/E^

* This study is to be done on a separate instrument to that done for CUSMPF06A and CUSMPF09A. Students must complete CUSMPF02A in voice if CUSMPF06A and CUSMPF09A is on instrument or CUSMPF02A in keyboard or guitar if CUSMPF06A and CUSMPF09A is in voice.

^ Students are required to complete two of UCMUS020, CUSMGE06A, UCMUS022 and CUSMGE14A. Students who do not achieve CUSMGE14A are also required to complete CUSMCP02A. Students wishing to study Music Composition and Arrangement at Diploma level will need to complete both of CUSMCP02A and CUSMGE14A.

(iii) TECHNICAL PRODUCTION STREAM and General Arts Stream (Technical Production)

All units are from the Music Training Package and directly equate to any music and/or technical production units offered at any other vocational training organisation (whether public or private) across Australia. The particular national qualification this course most closely relates to is the Certificate IV in Music Industry (Technical Production).

Technical Production Stream:

Complete 13 units by completing the core units from the following list. Any remaining units are to be achieved from the wide range of electives available.

Please note that the Fieldwork Project is worth two units.

General Arts Stream (Technical Production):

Complete the Fieldwork Project (CUSSOU07A and CUSSOU03B) and four other units under the General Arts stream heading.

Unit Codes	Unit Name	Unit Length	Core or Elective	
			Tech. Prodn. Stream	General Arts Stream
CUSSOU11A	Live Audio Engineering	Term	C	E
CUSSOU01A	Audio maintenance	Term	C	E
CUSSOU13A	Portable Sound	Term	C	E
CUSSOU23A	Sound System Specifications	Term	C	E
CUSMGE12A	Critical Listening Skills	Term	C	E
CUSSOU09A	Studio Production 1	Term	C	E
CUSSOU12A	Studio Production 2	Semester	C	E
CUSADM08A	Copyright	Term	C	E
CUSSOU07A CUSSOU03B	Fieldwork Project	Semester	C	C
CUSSOU08A	Production Project	Term	C	E

(iv) VISUAL ARTS STREAM and General Arts Stream (Visual Arts)

All unit codes except those starting with “UC” are from the Visual Arts and Crafts training package and directly equate to any visual arts units offered at any other vocational training organisation (whether public or private) across Australia. The particular national qualification this course most closely relates to is the Certificate IV in Visual Arts and Contemporary Craft.

Visual Arts Stream:

Complete 13 units by completing all units from the following list. Any remaining units are to be achieved from the wide range of electives available.

Please note that successful completion of Drawing Skills, Visual Arts in Christian Ministry and Visual Arts Projects will give the student multiple units (3, 2 and 2 units respectively).

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General Arts Stream (Visual Arts):

Complete all required units under the General Arts stream heading.

Unit Codes	Unit Name	Unit Length	Core or Elective	
			Visual Arts Stream	General Arts Stream
CUFCOR13A	Christian History of Visual Arts	Semester	C	C
CUFCOR07A CUVCRS13A CUFSAF01B	Drawing Skills	Semester	C	C
CUVDES02A	Design Principles	Semester	C	
CUVCOR04A CUVCOR09A	Visual Arts in Christian Ministry	Semester	C	C
UCGAM07A CUVCRS08A	Visual Arts Project	Semester	C	
CULMS407B	Art Exhibition 1	Semester	C	

(v) DANCE STREAM and General Arts Stream (Dance)

There is no national training package in the area of Dance.

Dance Stream:

Complete 13 units by selecting at least 11 required units from the following list according to the footnotes below. Any remaining units are to be achieved from the wide range of electives available.

Please note that Composition 1 is worth two units.

General Arts Stream (Dance):

Complete at least 6 units under the General Arts stream heading including:

- either UCDAN10A and UCDAN11A or UCDAN12A and UCDAN13A or UCDAN14A and UCDAN15A or UCDAN30A and UCDAN31A.
- and at least two of UCDAN75A, UCGAM08A and UCGAM10A

Students wishing to continue studying dance in the General Arts Stream or leadership Stream at the Diploma level must complete

- either UCDAN10A and UCDAN11A or UCDAN12A and UCDAN13A or UCDAN14A and UCDAN15A
- one of UCDAN10A or UCDAN60A and
- all of UCDAN75A, UCGAM08A, UCGAM10A

as a prerequisite to entry.

Unit Codes	Unit Name	Unit Length	Core or Elective	
			Dance Stream	General Arts Stream
UCDAN10A	Major Dance Study 1 (Ballet)	Semester	C [^]	E
UCDAN11A	Major Dance Study 2 (Ballet)	Semester	C [^]	E
UCDAN12A	Major Dance Study 1 (Contemporary)	Semester	C [^]	E
UCDAN13A	Major Dance Study 2 (Contemporary)	Semester	C [^]	E
UCDAN14A	Major Dance Study 1 (Jazz/Funk)	Semester	C [^]	E
UCDAN15A	Major Dance Study 2 (Jazz/Funk)	Semester	C [^]	E
UCDAN30A	Minor Dance Study 1	Semester	C	
UCDAN31A	Minor Dance Study 2	Semester	C	E
UCDAN60A	Safe Dance 1	Term	C*	E
UCDAN40A UCDAN41A	Composition 1	Semester	C	
UCDAN75A	Dance History	Term	C	E
UCGAM08A	Production (pt)	Term	C	E
UCGAM10A	Health & Movement 1	Term	C	E

* Students must complete one of UCDAN10A or UCDAN60A

[^] Students must complete at least four of the units UCDAN10A, UCDAN11A, UCDAN12A, UCDAN13A, UCDAN14A and UCDAN15A.

(vi) DRAMA STREAM and General Arts Stream (Drama)

There is no national training package in the area of Drama.

Drama Stream:

Complete 13 units by selecting required units from the following list. Any remaining units are to be achieved from the wide range of electives available.

General Arts Stream (Drama):

Complete at least six units under the General Arts stream heading including the three core units and the remaining from the elective units.

Students wishing to continue studying drama in the General Arts or Leadership streams at the Diploma level must complete one of UCDRA21A or UCDRA30A or UCDRA31A and one of UCCOM15A or UCDRA25A.

Unit Codes	Unit Name	Unit Length	Core or Elective	
			Drama Stream	General Arts Stream
UCDRA01A	Acting 1	Term	C	C
UCDRA20A	Acting 2	Term	C	C
UCDRA21A	Acting 3	Term	C	E
UCDRA02A	Character 1	Term	C	C
UCDRA03A	Character 2	Term	C	E
UCDRA30A	Improvisation (Drama) 1	Term	C	E
UCDRA31A	Drama Workshop	Term	C	E
UCDRA40A	Voice	Term	C	E

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Unit Codes	Unit Name	Unit Length	Core or Elective	
			Drama Stream	General Arts Stream
UCDRA25A	Theatre History	Term	C	E
UCCOM15A	Theatre Critique	Term	C	E
UCGAM08A	Production (part)	Term	C	E
UCGAM10A	Health and Movement 1	Term	C	E

ELECTIVE UNITS (All Streams)

Any unit in any of the Certificate IV in Creative Ministries courses can be chosen as elective units with the exception of:

- units previously studied in your selected streams
- units at a lower level than units you have already studied.

Additionally a range of units not already studied from other Certificate IV level courses offered by Unity college that are relevant to vocational outcomes can also be studied. For example a range of Christian Ministry subjects could also be chosen as electives. A sample of electives are listed as follows:

Unit Code	Unit Name	Unit Length	Core or Elective
CHCADMIN3B	Church Administration	Term	E
CHCCD1B	Field Placement Worship &Arts	Term	E
CHCYTH3C	Youth Ministry	Semester	E
CUEAUD3A	Introduction to Multimedia	Term	E
CUFWRT05A	Creative Writing	Term	E
CUSMCP04A	Songwriting 2	Term	E
CUSMPF02A	Elective Instrument Study 1	Semester	E*
CUSMPF06A	Elective Instrument Study 2	Semester	E*
CUSMPF10A	Improvisation (Music) 1	Semester	E
CUSMPF16A	Improvisation (Music) 2	Semester	E
THTFME04A	Event Management 1	Term	E
UCBOT10A	Old Testament	Semester	E
UCBNT10A	New Testament	Semester	E
UCTHE02A	Introduction to Theology	Semester	E
UCWPP03A	Worship Leading 1	Term	E
UCWPP05A	Intercessory Worship	Term	E

* CUSMPF02A or CUSMPF06A: An elective Instrument Study which has the same requirements as a minor instrument study must be taken in a different area of specialisation than that of the equivalent major or minor instrument study.

9. Nationally Recognised 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.



Units starting with unit codes other than “UC” are nationally recognised competencies and directly equate to any units offered at any other registered vocational training organisation (whether public or private) across Australia. These are typically in the areas of music, leadership, visual arts and communications.

Units starting with the unit code “UC” are locally developed as there are no nationally recognised units of competency developed yet. These units are typically in the areas of Christian ministry, dance or drama.

10. Assessment overview

Assessment in each subject involves:

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

Competency-based assessment criteria applies 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 Unity College Australia
- 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

Diploma and Advanced Diploma in Creative Ministries (Unity College Australia)

Certificate IV and Diploma of Music (Unity College Australia)

There is substantial overlap between the Certificate IV and Diploma in Creative Ministries qualifications (with a music major) and the corresponding level of music qualifications. Students can gain both qualifications at the relevant level with a relatively minor amount of additional work. The contemporary music courses have a music industry rather than Christian ministry focus.

Bachelor of Theology

Higher Education courses in the arts eg Bachelor of Music

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 Canberra 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, Unity College Australia 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 Unity College office linked to your study. The date of withdrawal is the date in which written notification is received by the Unity College 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.
- There is no refund within a given term for individual or group music tuition withdrawals due to commitments made to our tutors.

The Principal of the local campus of Unity College 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). This is in line with the provisions of the ESOS Act 2000 and the ESOS regulations 2001 which apply to international students.

14. Other Courses

Unity College Australia offers a wide range of other courses including areas such as Music, English as a Second Language, Christian Ministry & Theology, Information Technology and Training and Assessment. For the most up to date information please visit our web site www.unity.edu.au

15. Course Dates:

2010 Semester 1

Orientation	Monday 1 February - Friday 5 February
Term 1	Monday 1 February - Friday 9 April
Term 2	Tuesday 27 April - Friday 2 July

2010 Semester 2

Orientation	Monday 19 July
Term 3	Monday 19 July - Friday 24 September
Term 4	Monday 11 October - Friday 10 December
Graduation	Thursday 16 December

2011 Semester 1

Orientation	Monday 7 February - Friday 11 February
Term 1	Monday 7 February - Thursday 15 April
Term 2	Monday 2 May - Friday 8 July