

1. Aims

The Certificate III in Christian Ministry and Theology (30771QLD) course is designed to provide students with the ability to live an effective Christian life, communicate the Gospel and serve their community. This course will train potential leaders in Christian ministry.

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 Christian ministry organisations.

More specifically this course will give students:

- A practical understanding of the Bible
- An increased capacity to hear from God and know the workings of the Holy Spirit
- Skills in communication (especially in communicating biblical concepts)
- Pastoral care and ministry skills with a heart for God and people

3. Overview

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 various field activities including a cross cultural mission trip and 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 5 subjects at any one time. Individual subjects may be delivered on a week by week basis or by intensives.

The Certificate III in Christian Ministry and Theology course will be conducted in the context of the Certificate IV in Christian Ministry and Theology course. The Certificate III award is able to be conferred at the end of a single semester.

In addition this course may be eligible to be delivered in a VET in schools context.

4. Duration

The Certificate III course can be completed in a minimum of one semester if studied full-time. Part-time study options are available.

5. Costs 2012

Application Fee

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

Australian students

\$100

International students	\$200
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Academic Fees

Fees for full-time students of the Certificate IV in Christian Ministry & Theology are:

Australian Students	\$2200
International Students	\$2500

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
- Two references (i) from local church pastor or leader (if not already provided) and (ii) from another Christian leader unrelated to yourself
- 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 6.0 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 and be able to access the internet.

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 4-6 hours per week of class contact and private study time for each subject. College obligations, which include college community participation are additional.

Unity College Australia 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.

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 Certificate IV 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. Students are able to get automatic recognition across all accredited government and private training organisations for relevant studies undertaken at any one of them.



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 following course specific competencies are achieved through completion of the Certificate III in Christian Ministry and Theology.

National Code	Competency
CMT001	Identify how Christian Scripture, life & 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 based on the electives chosen. These competencies are from national training packages.

National Code	Competency
Elective Competencies	
CHCCD401D	Support community participation
CHCCD307C#	Support community resources
CHCCOM302C*	Communicate appropriately with clients and colleagues
CHCGROUP302D#	Support group activities
CHCYTH301D	Work effectively with young people
CHCIC301D	Interact effectively with children
BSBCMM401A*	Make a presentation
PRMCMN403A*	Facilitate effective teamwork

These units are completed as part of the core requirements

9. Course Structure

Total requirements for the Certificate III in Christian Ministry and course are the equivalent of 10 term length subjects (1 semester length subject is worth two term length subjects). The following is a breakdown of the subjects studied.

Certificate III in Christian Ministry and Theology

Subject Code	Name	Subject length	Core/ Elective	Competency Code
CSF001	Christian Living 1	Semester	Core	CMT005 CMT006 (pt)
CMM001	Ministry and Missions 1	Semester	Core	CMT006 (pt) CHCCD307C CHCCOM302C(pt)
WPP018	Prayer/Worship	Semester	Core	CMT003 CMT004
BOT001	Biblical Studies 1	Semester	Core	CMT001 CMT002
COM001	Interpersonal Communication Skills	Term	Core*	CHCCOM302C(pt)
COM002	Team Building Communication	Term	Core*	PRMCMN403A
COM004	Stage Communication	Term	Core*	BSBCMM401A
YTH001	Youth Ministry	Semester	Elective	CHCYTH301D
CHD001	Children's Ministry	Semester	Elective	CHCIC301D
UCWPP03A	Worship Leading 1	Term	Elective	UCWPP03A

* One of these units must be completed. Other units can be used as elective options

Not all elective subjects are offered every year. For more details on elective subjects please look at the outline for the Certificate IV in Christian Ministry and Theology

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. Final assessment for each subject/unit studied will be shown as:

C Competent
NYC Not Yet Competent

Final Academic Transcripts will show results only for subjects/units assessed as 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

- Certificate IV in Christian Ministry and Theology
- Certificate IV in Pastoral Care
- Diploma 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 Initial Application' form
- pay the RPL Application fee
- participate in a preliminary interview to determine course and unit options and receive an RPL processing quote and appropriate RPL Submission Kit
- 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 Initial Application 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.

The refund policy takes into account the commitment the college has to make to trainers in deciding if courses/subjects have sufficient numbers of students enrolled to proceed.

Refunds of monies paid in the following manner:

International students:

- Once initial payment has been made and a study visa granted the first semester's course fees are non-refundable.
- Ongoing payments are treated as follows.

Other full-time students:

- Prior to the cut-off enrolment date for each semester (2 weeks prior to the first Monday of semester) - full refund less 10% of relevant semester subject fees.
- After the cut-off date - no refund is payable.
- Outstanding monies still owing within the current semester will remain payable.

Students can start a subject/course a maximum of two weeks after the commencement date. There is no refund for late commencements.

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.

Notwithstanding the above 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, Creative Ministries, English as a Second Language, 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:

2012 Semester 1

Term 1	Monday 6 February - Friday 13 April
Term 2	Monday 30 April - Friday 6 July

2012 Semester 2

Term 3	Monday 23 July - Friday 28 September
Term 4	Monday 15 October - Friday 14 December
Graduation	Tuesday 18 December

2013 Semester 1

Term 1	Monday 4 February - Friday 12 April
Term 2	Monday 29 April - Friday 5 July

2013 Semester 2

Term 3	Monday 22 July - Friday 27 September
Term 4	Monday 14 October - Friday 13 December
Graduation	Tuesday 17 December