

Australian College of Ministries

Undergraduate Handbook

2010

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READ THIS HANDBOOK CAREFULLY

This Undergraduate Handbook is to be read in conjunction with the “**Higher Education Handbook**”. The two are complementary and BOTH must be read carefully.

Students are advised that, **in order to meet our quality and compliance responsibilities** in Higher Education, a number of new Policies and Procedures have been introduced. These Policies and Procedures are detailed fully in the **Higher Education Handbook**.

Students are advised to read these Handbooks very carefully. **ACOM will NOT take responsibility** for any financial, academic or other penalty incurred by a student as a result of the student not reading or not understanding any part of the Handbooks. In particular, students should read **Section 3 (Financial Regulations)** and **Section 4 (Academic Regulations)** of the **Higher Education Handbook** VERY carefully.

Students who require clarification of any aspect of this Undergraduate Handbook should contact the ACOM National Administration Office (ph. 1800 672 692 – email: info@acom.edu.au) immediately.

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Section 1: Studying with ACOM

1.1 Requirements for Undergraduate studies

Students need to ensure that the subjects they choose will enable them to fulfil the requirements of their course. **ACOM will not be held responsible for students choosing units incorrectly** or otherwise failing to fulfil the requirements of their course.

1.1.1 Bachelor of Theology Requirements

The Bachelor of Theology requires a student to complete 216 credit points (i.e., the equivalent of 24 'standard' 9 credit point subjects), which shall include:

1. at least 36 credit points (i.e., a sub-major) in Bible, including at least 18 credit points at 200 or 300 level;
2. at least 36 credit points (i.e., a sub-major) in Theology, including at least 18 credit points at 200 or 300 level;
3. at least 36, (i.e., a sub-major) but no more than 108 credit points in Pastoral Theology and Practice, including at least 36 credit points at 200 or 300 level;
4. at least 54 credit points (i.e., a major) in any one of the above disciplines (i.e., Bible, Theology or Pastoral Theology and Practice);
5. at least 9 credit points in Church History;
6. no more than 90 credit points at 100 level; and
7. no more than 72 credit points from Philosophy and Humanities

1.1.2 Diploma of Theology Requirements

The Diploma of Theology requires a student to complete 144 credit points (i.e., the equivalent of 16 'standard' 9 credit point subjects), which shall include:

1. at least 27 credit points in Bible
2. at least 27 credit points in Theology
3. at least 27 credit points in Pastoral Theology and Practice;
4. at least 9 credit points in Church History;

1.2 New Subject arrangements

From 2009 ACOM has progressively introduced new subjects into its curriculum. Students should particularly note the following changes:

1. Introduction to Biblical Studies BB100C and The Meaning of Scripture BB202C are replaced collectively by Introduction to New Testament BB250C and Introduction to Old Testament BB111C. There is content overlap between BB100C and BB250C/BB111C. Students who have completed only BB100C must complete BB202C externally, and students who have completed only BB202C currently must now complete BB100C externally.
2. Personal Formation will have new units introduced in 2009, 2010 and 2011. All students must complete the equivalent of three years of personal formation studies, and the unit enrolled in each year will depend on when the student commenced Personal formation studies, as per the table below:

	Year 1	Year 2	Year 3
2007	PF1,2	PF1,2	PF3
2008	PF1	PF1,2	PF2
2009	PF1	PF1	PF2
2010	PF1	PF2	PF2
2011	PF1	PF2	PF3

3. Students who enrolled pre-2009 are not restricted to pre-2009 units, and may complete any subjects listed in this handbook. With the exception of points 1 and 2 above, no “new” subject is incompatible with having studied any “old” subject. This means that, apart from the above units, students may choose any 2009+ units as electives, regardless of what pre-2009 units they have done.
4. Pre-2010 students have a choice of which cores they wish to complete. Where an alternative core exists for a student who commenced their studies prior to 2010, that alternative is detailed in the course plan (see section 3.3).

1.3 Core Subjects

Core subjects must be taken from each field as outlined in Table 1. See 3.4 for full subject listing

Table 1
Core Subjects

Core Subjects	
Bachelor of Theology	Diploma of Theology
Bible BB111C – Old Testament Introduction* BB250C – New Testament Introduction* 1 Old Testament Elective 1 New Testament Elective <i>*Please note pre 2009 students may study BB100C Introduction to the Bible & BB202C The Meaning of Scripture instead of BB111C & BB250C</i>	Bible BD111C – Old Testament Introduction* BD150C – New Testament Introduction* 1 Bible Elective <i>*Please note pre 2009 students may study BB100C Introduction to the Bible & another biblical elective instead of BD111C & BD150C</i>
Theology TH394C – Scriptural Foundations of Mission* TH231C – Christology 2 additional theology electives <i>*Please note pre 2009 students may study TH189C Introduction to Theology instead of TH394C</i>	Theology TD294C – Scriptural Foundations of Mission* 2 additional theology electives <i>*Please note pre 2009 students may study TD189C Introduction to Theology instead of TD294C</i>
Mission and Ministry MS186C – Cross-Cultural Ministry	Mission and Ministry MD186C – Cross-Cultural Ministry
Leadership MS109C – Introduction to Discipleship* PT234C – Becoming a Missional Leader* <i>*Please note pre 2010 students may study an additional elective in place of ONE of the above two leadership subjects</i>	Leadership MD294C – Introduction to Discipleship
History HS169C – History of Missional Movements OR HS385C – The Restoration Movement	History HD169C – History of Missional Movements OR HD285C – The Restoration Movement
Personal and Spiritual Growth AL120C – Critical Thinking and Writing PT172C – Personal Formation 1 PT272C – Personal Formation 2 PTXXXC – Personal Formation 3	Personal and Spiritual Growth AD294C – Critical Thinking and Writing PD172C – Personal Formation 1 PD272C – Personal Formation 2

1.4 Undergraduate Course Structure

ACOM's primary undergraduate course (the Bachelor of Theology) has three key components: leadership education, leadership skill development and leadership sustainability. These components are explained below.

1.4.1 Leadership Education (Professional Knowledge)

Content Providers

The experts who write ACOM's subjects are known as "Content Providers". Content Providers have the academic credentials and research experience necessary to make the subject materials rigorous and current. Content specialists may be drawn from anywhere in Australia or from around the world. ACOM sources the best people available in order to provide content for each subject. Sometimes Content Providers are also Facilitators (see below) for particular subjects.

Self-Paced Study Materials (Subject Packages)

ACOM's mission-focussed curriculum is designed to provide students with the knowledge they need to succeed in ministry and mission. Our Subject Packages (Introductory Books, Study Books and Readers) deliver the "content" for each unit, with the equivalent of a lecture each week provided in the Study Book for each subject. Each package contains the items listed in Table 2.

Table 2
Subject Package Materials

Introductory Book	The Introductory Book contains the subject details, including subject outcomes, subject schedule, assessment requirements, deadlines, and required documentation (Declarations on Unassessed Works, Subject Evaluations).
Study Book	The Study Book contains subject study notes and required readings.
Readers	The Readers contain resources for the subject assignments, including book chapters, journal articles and other important references.
Textbook	Some subjects have a required textbook, which is provided at an additional cost to the subject tuition fee and is not covered by FEE-HELP. Students should inform the ACOM National Administration Office if they have accessed the textbook from another source than ACOM itself.

The student receives his/her Subject Package in the week prior to the start of a trimester, and only after the student has paid for the subject or has indicated that the subject will be covered by FEE-HELP.

Guided Facilitations

Students can choose to attend a Facilitation (normally a three-day guided study and discussion session run by a "facilitator") for each subject, when available, at a location and time that suits them. Facilitations provide excellent opportunities to interact with fellow students, and to investigate how subject materials integrate with daily life, faith and ministry. The ACOM website and the students' Regional Office will provide the Facilitation schedule for subjects in each region.

Facilitators

Facilitators are chosen for their familiarity with the subject material, their track record in applying that familiarity to real life and ministry contexts, and their ability to relate to, and connect with, emerging leaders. These characteristics enable Facilitators to maximise students' learning experiences in a relaxed and enjoyable environment. Facilitators do not "lecture", but, rather, assist students to reflect theologically on their learning, life and ministry. Facilitators are trained and evaluated by ACOM.

Unit Coordinators

Unit Coordinators are people who coordinate most aspects of units on an ongoing basis. They are the ideal person to ask questions about sessions, assignment topics and overall issues regarding the subject matter. They will also be the person who normally marks assignments.

1.4.2 Leadership Skill Development (Practical Experience)

Ministry/Workplace/Community Placements

Students can't learn everything about being an effective leader through academic study. Emerging leaders also need the opportunity to learn from experience and reflection in real-life contexts and situations. Students will select a ministry, workplace or community placement where they can exercise an intentional ministry or other missional activity, choosing a Student Ministry Supervisor to assist them in that ministry/mission. Student's hours spent in ministry and reflecting with their supervisor contribute to the requirements of most subjects in which students are registered.

A student's placement can be any location where students are engaged in intentional ministry or mission. Students typically choose a local church or other setting that will allow them to release their gifts, and that will provide extensive opportunities to serve.

51 hours (40 hours of fieldwork, 7 hours for a placement task, and 4 hours for reflecting with your supervisor) of most of the subjects students study is allocated to fieldwork at a placement. The student and their Placement Manager (Minister, Supervisor, etc.) sign a "Placement Covenant" that formalises fieldwork and related arrangements. Students are entitled to at least 4 weeks' annual leave from their placement, to be taken at a time arranged with their Placement Manager.

Student Ministry Supervisor

A Student Ministry Supervisor (SMS) is someone in, or connected to, the student's placement who will support the student's learning in the placement experience. Four hours of most subjects are allocated to reflecting with the supervisor. The student's SMS must be able to regularly observe the student in their placement role so that they can reflect with the student on how the student is functioning in that context. The student and SMS sign a "Supervising Covenant" to formalise the relationship.

The student and their SMS must jointly ensure that two key aspects of supervising are covered as outlined in Table 3.

Table 3
Supervising Requirements

Placement Task	Each subject has a Placement Task which is related to the subject, but is completed in the placement. This Task "earths" student's training by integrating theory with practice. Usually, 7 hours are allocated to complete each placement task and 1 hour is allocated for discussions with the SMS related to the Task. The SMS's job is to help the student find the most appropriate context for the Task and to help the student complete the Task in an effective manner. The SMS may be asked to assess the student's performance of a Task on a satisfactory/unsatisfactory basis. Each subject provides a "Student Ministry Supervisor Outline" explaining what needs to
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	be completed, as well as the SMS's role in Task completion.
MAC (Ministry Action Contact)	Each subject requires 3 MACs to be completed by the student and brought to SMS sessions for reflection. They provide intentionality to the reflective process on the student's work in his/her placement. The student completes and signs the Declaration on Unassessed Work provided with each subject, confirming that the Placement Task and the 3 MACs have been completed, and that 40 hours of ministry and mission have been fulfilled at the placement. The student must keep adequate records to ensure this Log is accurate. Declarations on Unassessed Work are required pieces of work and must be completed and submitted to ACOM in order to pass each subject.

Specialist Student Ministry Supervisor

Students may choose a Student Ministry Supervisor specifically for one subject where that SMS can provide certain expertise pertaining to the subject being taken. This person is known as a "Specialist Student Ministry Supervisor". The student must fully brief the specialist on what the role entails.

Ministry with Children

Students considering a placement that involves contact with children are required to complete a Police check/blue card. For further information, contact your Placement Manager or denominational/conference office.

Code of Conduct

We also strongly recommend that each student signs a code of conduct applicable at his/her placement. Churches of Christ and most other church denominations have a code of conduct available for use. Students should contact their Placement Manager or denominational/conference office for details of codes that may be available to them.

If students are enrolled in a Personal Formation subject, all the details for completing these requirements are contained in the Personal Formation subject Introductory Book and Formation Forms book. If students **are not** enrolled in a Personal Formation subject, please see the "Field Training Handbook (for students NOT enrolled in Personal Formation)".

1.4.3 Leadership Sustainability (Personal Formation)

Personal Formation is a required element of ACOM's Undergraduate Studies for those intending to enter church ministry and seeking ministry placements. In exceptional cases, an exemption to Personal Formation may be granted by the Dean of Undergraduate Studies.

Formation Groups

For the purposes of Personal Formation, ACOM operates through a network of partner churches. Students meet for 32 hours each year in a small group of 4 to 10 people. Students negotiate within their group as to how these hours are divided into various Formation Group meetings. Led by a skilled ACOM facilitator known as the "Formation Director", Formation Groups build trust relationships in a confidential environment where students support and encourage each other on their individual faith and life journeys. Formation Groups focus on three outcomes as outlined in Table 4.

Table 4
Outcomes of Formation

Spiritual Formation	Increased spiritual awareness leading to an enhanced relationship with God.
Character	Improved self-awareness and emotional health, an increased capacity to connect with others, and a strengthened ability and

Formation	disposition to be “real” in the presence of others.
Ministry Formation	Enhanced understanding of God-given gifts and passions, and effective self-care strategies, that together form a foundation for sustainable, safe and effective ministry.

Formation Groups form at the Regional Retreat (held at the beginning of each year in each ACOM Region) and are then closed for the rest of the year. Regional Retreats are usually 3-day experiences where students and faculty meet and interact to form an ongoing learning community. Retreat costs are kept to a minimum, whilst still providing a comfortable location and rich learning experiences. Students should budget between \$100 and \$200 for the Retreat, all inclusive.

Your time at Retreat will mostly be spent in your Formation Group, getting to know fellow group members by telling your personal (his)stories. Students find this story-telling a challenging and deeply rewarding time. Except in exceptional circumstances, students must attend every Formation Group meeting to pass their Personal Formation unit.

Each student enrolled in Personal Formation has an interview with his/her Regional Director and Formation Director every year to evaluate progress and to provide support. This interview covers progress through the student's course, growth in personal formation, and feedback to ACOM on any relevant matters.

Mentoring in the Church/Community and Workplace

Whilst Formation Groups provide essential support and opportunities for personal growth, there are some aspects of personal formation that are better addressed on a one-to-one basis. As part of their Personal Formation experience, students choose a mentor to meet with face-to-face throughout the year, assisting the student to reach a limited range of specific self-set personal growth goals. Mentoring provides a holistic growth experience that covers all of life, not just the student's course or faith-journey. Mentoring involves an intentional relationship of trust, covenanted for one year at a time. Students meet with their mentor for a total of 12 hours in 8 face to face meetings throughout the year which generally last for 1.5 hours. The student's Formation Director orients and supervises the mentor, assisting the mentor to provide students with the best mentoring experience possible.

1.5 Undergraduate Subject Delivery

1.5.1 Attending Facilitations

ACOM does not require students to attend a Facilitation in any subject. However, due to the very practical nature of the following subjects, we do not recommend that students register in the following subjects without completing a Facilitation:

- LS220C – Preaching 1
- LS320C – Preaching 2
- SP202C – Foundations of Christian Spiritual Formation
- SP307C – Soul Care: Spiritual Maturity in Pastor and People
- MS186C – Cross-Cultural Ministry
- MD276C – Doing Community Development: Christ-like Community Work

Also, for Personal Formation units, attendance at a student retreat and subsequent formation group gatherings is a compulsory, non-academic requirement of the unit.

Whilst not required for all subjects, all students are strongly encouraged to attend as many Facilitations as possible, as students often learn more when a shared learning experience supplements their self-paced study. The primary purpose of a Facilitation is to integrate the theory and content of a subject with the contexts and practice of ministry and mission. Hence, those students who choose to attend a Facilitation will have **21 demand hours of “Integration Studies” credited** towards their 162 demand hours for each course. These

21 hours will be credited against other designated integration studies to the equivalent of 2500 words for BTh students and 2000 words for Dip. Th students. Students should refer to the Introductory Book for each subject in which they are registered for exact details of the credit arrangements applicable to each subject.

1.5.2 Independent Guided Study

A Bachelor of Theology student may apply to the Registrar to enrol in an Independent Guided Study subject, where the student independently pursues an advanced level topic of interest that is approved by the Registrar and is within the competence of an ACOM Supervisor to oversee and mark. A maximum of 18 credit points only (two standard subjects) may be obtained from any academic discipline (Biblical Studies, Church History, Pastoral Theology and Practice, Liturgical Studies, Spirituality, Mission and/or Theology) in this way. The requirements and nominal demand hours for an Independent Guided Study are outlined in Table 5.

Table 5
Independent Guided Study Requirements

	9 credit points (one subject - double for two subjects)	
Task	Demand Hours	Requirements
Ministry/Workplace/ Community Placement	40 Hours	Placement Log
Reading/Assignment Preparation	62 Hours	775 pages of reading (or equivalent)
Placement Related ('Field') Assignment	24 Hours	2000 words
Other Assignment	36 Hours	3000 words

Students wishing to complete an Independent Guided Study (IGS) must complete a contract on the appropriate form available from the ACOM Registrar, who approves the contract and appoints a Supervisor. The student is encouraged to suggest a Supervisor and provide a CV for the suggested supervisor where possible. Approval for essay topics in an IGS is given by the Registrar in conjunction with the Supervisor.

1.5.3 Other Generic Units

As well as Independent Guided Study units, students may also enrol in a number of "generic" units in their course. These generic units may be classified as "Issues in..." or "Research Project in..."

"Issues In..."

Students may complete up to 2 "Issues in" units in each academic discipline (see 2.6.5). Although interim records will show the title (for example) "Issues in Mission", final transcripts will display the title of the material studied e.g., "Intergenerational mission."

"Research Project in..."

In exceptional circumstances, students may complete up to 18 credit points of Independent Research, taken either as one 18 credit point Research Project subject or two 9 credit point Research Project subjects. These subjects are designed to allow the student to conduct research into a particular area of interest.

1.6 Time Limitations

Diploma students normally have a maximum of six (6) years to complete their award, while Degree students normally have a maximum of nine (9) years to complete their award. Students working to complete their course in minimum time (1.5 years for the Diploma and three (3) years for the Degree) must be strongly disciplined, highly organised and financially independent. Where students need to "work their way through college", the demands of work and training usually make completion of a course in the minimum time an unrealistic goal.

1.6.1 Estimated Workloads

To assist students estimate their workloads, we provide workload guidelines (based on 9 credit point subjects) in Table 6.

Table 6
Workload Guidelines

Full-time	6-9 subjects per year
$\frac{3}{4}$ time	5-6 subjects per year
$\frac{1}{2}$ time	3-4 subjects per year
$\frac{1}{4}$ time	1-2 subjects per year

Note that a student wishing to study more than nine (9) subjects in any one year must receive the written approval of the Registrar to do so. Normally, only students with very good academic records will be allowed to study more than nine subjects in any one year.

1.6.2 Demand Hours

Each 9 credit point subject requires 162 demand hours of study. The demand hours (outlined in Tables 7 and 8) represent the notional number of hours a student will require to meet all the requirements of the subject, including reading, researching and writing assignments and essays, and supervised fieldwork.

Table 7
Notional Breakdown of Demand Hours per Subject

	Hours	Diploma	BTh
Major Assignment	42 hours	2500 words	3000 words
Field Assignment	18 hours	1500 words	2000 words
(Assessment Total)	(60 hours)	(4000words)	(5000 words)
Integration	21 hours	2000 words*	2500 words*
Reading	30 hours	300 pages	400 pages
Supervised Fieldwork	51 hours	Placement task MACs Supervised Fieldwork	8 hrs 3 hrs 40 hrs
Subject Total	162 hours		

* Or credit for 3 days face-to-face Facilitation attendance.

Table 8
Notional Breakdown of Average Weekly Demand Hours

Number of Subjects per Trimester	1	2	3	4	Add for personal formation
<i>Figures based on 13 working weeks of trimester (assuming student attends one Facilitation during the week of which no other college work is completed)</i>					
Hours of Study per working week	7	14	21	28	+4 (over 3 trimesters)
Hours of Supervised Fieldwork per working week	4	8	12	16	0
Total Hours (including Placement Tasks, MACs and other activities)	162	324	486	648	162 over 1 year

1.7 Tuition Costs for 2010

Tuition costs for a 9-credit Point Subject offered in 2010 are listed in Table 9. Students should note that these tuition costs do NOT include travel, accommodation, textbooks or related costs.

Table 9
2010 Tuition Costs

Studying Subjects	Standard rate per unit	\$1,070
	Pensioner rate per unit	\$870
	Eligible Spouse rate per unit (please see section 3.4.1 of the Higher Education Handbook)	\$770
Auditing Subjects (Study books and all subject materials included.)	Standard rate per unit	\$295
Facilitation attendance only (no materials included)	Eligible Spouse Rate per Facilitation (please see section 3.4.1 of the Higher Education Handbook)	\$100
	Other attendees	\$150

Please see the Higher Education Handbook for more detail regarding studying with ACOM

Section 2: Undergraduate Academic Regulations

2.1 Admission Requirements

2.1.1 Compulsory Enrolment Procedures (Full and Part-time)

All students wishing to study with ACOM must be “enrolled students” and, therefore, need to complete the full application process for enrolment as a student in the College. An “enrolled student” may be full-time or part-time.

2.1.2 Basis for Admission to Course

The academic admission requirements for the Diploma and Degree are identical, except for the UAI/TER/OP. Admission may be granted on one or more of the following bases:

1. Successful prior completion of an accredited Certificate IV, Degree or Diploma recognised under the Australian Qualifications Framework (or equivalent).
2. Attainment of a satisfactory standard for the Higher School Certificate (or its equivalent), such as to gain entry to a University. For the degree, the UAI/TER must be 70 or greater; or in Qld the OP score must be 13 or lower.
3. Adult Entry. To qualify for Adult Entry, the student needs to have reached the age of 21 years by the time the student wishes to commence a course, and must satisfy the requirements of 2.1.4.
4. Special Entry. To qualify under this category, a student must be able to produce evidence that substantiates their ability to complete a tertiary course, and must satisfy the requirements of 2.1.4.

2.1.3 Admission for Students with Non-English Speaking Background

Students that have completed all their previous study in another language need to pass an IELTS test. Degree students must have an IELTS (or equivalent) of 6.5 or greater, with no score less than 6.0 in each band. Diploma students must have an IELTS (or equivalent) of 6.0 or greater, with no score less than 5.5 in each band.

2.1.4 Early Enrolment in Critical Thinking and Writing

All students must enrol in the core unit “Critical Thinking and Writing” within their first two trimesters of study, as this unit will greatly help them in their overall studies. For students who have evidence of existing critical thinking and writing skills, they may delay studying this unit to a later trimester or replace this unit with another elective from the ACOM curriculum.

2.1.5 Documentation

Full documentation must be provided to ACOM for successful enrolment, e.g., Birth Certificate, Passport, Higher School Certificate, etc. Students are advised to send **certified photocopies** of all requested documentation with their application. ACOM will NOT take responsibility for any original documents sent to ACOM.

2.2 Credit from Previous or Concurrent Study

2.2.1 Cross-Credit

Cross-credit for studies undertaken at another accredited tertiary institution may be granted up to a maximum of 2/3 of an award programme.

Exemptions may be granted from part of a Diploma or Degree subject for documented work previously done for credit at another institution. In such cases, the remainder of the subject must be completed before credit can be given.

The normal basis upon which credit is given is substantial overlap between subjects. Block credit may be granted where a student has completed a portion of another accredited award and wishes to transfer to the ACOM programme.

Students applying for credit **must** submit full documentation. This documentation will include:

1. original transcripts, or copies of originals, signed by either a Barrister, Accountant, Justice of the Peace, or ACOM staff member.
2. a copy from the relevant course Handbook of course content pertaining to the previous study.
3. evidence of the course structure, i.e., number of credit points (or units) allotted to each subject studied, and the total number of points required for the Degree or Diploma.

Students are advised to apply to the Registrar for such credit as soon after being accepted into College as possible.

2.2.2 Advanced Standing

Students are also entitled to apply for Advanced Standing, which is not the same as credit. Advanced standing enables a student to begin courses at an advanced level without having to undertake the first level subjects in those courses. Advanced standing does not reduce the total number of subjects required for an award.

2.3 Declaration on Unassessed Work

A Declaration on Unassessed Work needs to be completed for each subject. An undergraduate student will not pass a subject if a Declaration on Unassessed Work is not submitted (see Section 4.6 of the "Higher Education Handbook").

Please see the Higher Education Handbook for more detail regarding Academic Regulations

Section 3: ACOM Undergraduate Curriculum Overview

3.1 Conversion Course

The Conversion Course has been withdrawn from the Sydney College of Divinity's range of available courses. However, any student holding an Advanced Diploma of Theology or equivalent is eligible to receive previous credit into a Bachelor of Theology.

3.2 Postgraduate Courses

ACOM offers several postgraduate courses designed for professional development and continuing education beyond the undergraduate level. ACOM also provides a ministry training pathway for those with a degree in another field and who wish to further their studies in the area of Christian Leadership.

Like ACOM's undergraduate subjects, ACOM's postgraduate subjects are leadership focussed, practical and contextualised. The postgraduate program is structured around flexible delivery so that participants can remain in mission and ministry while they earn their postgraduate award.

For further information, please visit the Postgraduate section of our website (www.acom.edu.au) or ask for a Postgraduate Handbook, by emailing to: info@acom.edu.au or fuller@acom.edu.au.

Table 10
Available Postgraduate Courses

Offered through the Sydney College of Divinity	Timeframe	Course Structure
Graduate Certificate in Arts	0.5 year	4 x 9 credit point subjects
Graduate Diploma in Arts	1 year	8 x 9 credit point subjects
Master of Arts	1.5 years	12 x 9 credit point subjects
Offered through Fuller Theological Seminary		
Doctor of Ministry	2-4 years	48 units

3.2.1 Brief Overview of Postgraduate Courses

Master/Graduate Diploma/Graduate Certificate of Arts

The subjects offered in these programs focus on understanding the processes of leadership and the exercise of leadership skills in local church and other missional settings. The Graduate Diploma and Certificate are nested qualifications within the Master of Arts, so students may graduate after 4 units with a Graduate Certificate, after 8 with a Graduate Diploma or 12 with a Master of Arts.

Doctor of Ministry

This programme is offered by Fuller Theological Seminary in Pasadena, California. The Fuller D.Min. is a world respected postgraduate ministry training award for Christian leaders wanting to develop superior ministry and mission skills and understandings. The programme requires completion of 48 credit points, of which at least 12 must be completed in the United States. Students may satisfy some requirements of the D Min course offered through Fuller by auditing certain ACOM postgraduate Facilitations. Information concerning the DMin subjects offered each year, and the overall course requirements, are available from the **ACOM website** and ACOM Sydney office.

3.3 Undergraduate Course Plans

3.3.1 Advanced Diploma of Theology (Continuing Students Only)

COURSE PLAN Advanced Diploma of Theology

Student's Name:

Note: all subjects are 9 credit points

Subject Area	Subject	Prior to 2010	2010			After 2010
			Tri. 1	Tri. 2	Tri. 3	
<u>Biblical Studies & Theology</u>						
Biblical Studies: Theology:	BD100C Introduction to Biblical Studies					
	BD202C The Meaning of Scripture					
	BD____ C New Testament elective					
	BD____ C Old Testament elective					
	TD189C Introduction to Theology					
	TD231C Christology					
	TD____ C Theology elective					
	TD____ C Theology elective					
<u>Mission & Ministry</u>	MD186C Cross-Cultural Ministry					
<u>Leadership</u>	HD169C History of Missional Movements Or HD285C Restoration Movement					
	PD234C Becoming a Missional Leader					
<u>Personal and Spiritual Growth</u>	PD172C Personal Formation 1 (2 years)					
	PD272C Personal Formation 2 (1 year)					
<u>Electives</u>	1.					
	2.					
	3.					
	4.					
	5.					
	6.					
	7.					
	8.					
	9.					
	10.					
	11.					
TOTALS - normally maximum of 3 units per trimester						

3.3.2 Diploma of Theology

COURSE PLAN
Diploma of Theology

Student's Name:

Note: all subjects are 9 credit points

Subject Area	Subject	Prior to 2010	2010			After 2010
			Tri. 1	Tri. 2	Tri. 3	
<u>Biblical Studies</u> (Refer note 1 below)	BD111C Old Testament Introduction ¹					
	BD150C New Testament Introduction ¹					
	BD____C Bible elective					
<u>Theology</u> (Refer note 2 below)	TD294C Scriptural Foundations of Mission ²					
	TD____C Theology elective					
	TD____C Theology elective					
<u>Mission & Ministry</u>	MD186C Cross-Cultural Ministry					
<u>Leadership</u>	MD294C Introduction to Discipleship					
<u>History</u>	HD169C History of Missional Movements - OR - HD285C Restoration Movement					
<u>Personal and Spiritual Growth</u> (Refer note 3 below)	AD294C Critical Thinking and Writing ³					
	PD172C Personal Formation 1 (1 year)					
	PD272C Personal Formation 2 (1 year)					
<u>Electives</u>	1.					
	2.					
	3.					
	4.					
TOTALS - normally maximum of 3 units per trimester						

¹ Pre-2009 students may study BD100C Introduction to the Bible & an additional biblical elective instead of BD111C & BD150C.

² Pre 2009 students may study TD189C Introduction to Theology instead of TD294C Scriptural Foundations of Mission.

³ AD294C Critical Thinking and Writing must be studied in the first 2 trimesters of study. Students with existing critical thinking and writing skills may study another elective instead.

3.3.3 Bachelor of Theology

COURSE PLAN
Bachelor of Theology

Student's Name:

Note: all subjects are 9 credit points

Subject Area	Subject	Prior to 2010	2010			After 2010
			Tri. 1	Tri. 2	Tri. 3	
<u>Biblical Studies</u> (Refer note 1 below)	BB111C Old Testament Introduction ¹					
	BB250C New Testament Introduction ¹					
	BB_____C New Testament elective					
	BB_____C Old Testament elective					
<u>Theology</u> (Refer note 2 below)	TH394C Scriptural Foundations of Mission ²					
	TH231C Christology					
	TH_____C Theology elective					
	TH_____C Theology elective					
<u>Mission & Ministry</u>	MS186C Cross-Cultural Ministry					
<u>Leadership</u> (Refer note 3 below)	MS109C Introduction to Discipleship ³					
	PT234C Becoming a Missional Leader ³					
<u>History</u>	HS169C History of Missional Movements - OR - HS385C Restoration Movement					
<u>Personal and Spiritual Growth</u> (Refer note 4 below)	AL120C Critical Thinking and Writing ⁴					
	PT172C Personal Formation 1 (1 year)					
	PT272C Personal Formation 2 (1 year)					
	PTxxxC Personal Formation 3 (1 year)					
<u>Electives</u>	1.					
	2.					
	3.					
	4.					
	5.					
	6.					
	7.					
	8.					
TOTALS - normally maximum of 3 units per trimester						

¹Pre-2009 students may study BB100C Introduction to the Bible & BB202C The Meaning of Scripture instead of BB111C & BB250C.

²Pre-2009 students may study TH189C Introduction to Theology instead of TH394C Scriptural Foundations of Mission.

³ Pre-2010 students may study an additional elective in place of ONE of the above two leadership subjects.

⁴ AL120C Critical Thinking and Writing must be studied in the first 2 trimesters of study. Students with existing critical thinking and writing skills may study another elective instead.

3.4 Undergraduate Units Offered Directly by ACOM

Important Note: In order to meet its accreditation and registration requirements, the Sydney College of Divinity has initiated a shared curriculum for its Member Institutes (of which ACOM is one). As a result, the **subject codes** for all of ACOM's subjects have changed.

To assist students and staff to negotiate the new SCD curriculum, all of ACOM's subjects with their old and new titles and codes, and their relevant prerequisites are listed below.

3.4.1 Biblical Studies

BB111C/BD111C - Old Testament Introduction (Compulsory 2009+)

Prerequisites: None **elearning only**

(Can not be done with BB100C or BB202C)

An Introduction to the story and books of the Old Testament with particular emphasis on the context of the Old Testament writings and the application of the biblical text to our contemporary world. .

BB250C/BD150C – New Testament Introduction (Compulsory 2009+)

Prerequisites: None **elearning only**

(Can not be done with BB100C or BB202C)

An Introduction to the New Testament, its books, context, message and keys to interpreting the Bible in its original contexts and applying this interpretation to our contemporary world.

BB100C/BD100C - Introduction to Biblical Studies (Compulsory Pre-2009)

Formerly BCB101/BD101 – The Biblical Story

Prerequisites: None

(Can not be done with BB111C or BB250C)

Discovering the message of the Bible in its context, and what this message reveals about the nature and missional activity of God from Creation to Revelation.

BB202C/BD202C - The Meaning of Scripture (Compulsory BTh only Pre-2009)

Formerly BCB202/BCD202 – The Meaning of Scripture

Prerequisites: None

The nature, history and role of the Bible, and its interpretation and application in a Postmodern world. This subject will also familiarise students with resources available for appreciating the original languages of the Bible.

BB214C/BD214C - The Pentateuch

Formerly BCB215/BCD215 – The Pentateuch: Chosen to be Loved

Prerequisites: 9 credit points in Bible

Encountering God's love and purpose as He takes the initiative in human history to reveal Himself and His grace. This subject also provides a guide as how to understand and apply biblical narrative today.

BB329C/BD229C – Wisdom Literature

Formerly BCB330/BCD330 – Poetry & Wisdom: Living by Faith in a Confusing World

Prerequisites: 18 credit points in Bible

Encountering God's faithfulness in the midst of suffering. This subject also explores how to discover and respond to God in our darkest moments.

BB331C/BD231C – Prophetic Literature

Formerly BCB232/BCD232 – The Prophets: Proclaiming Hope to a Hopeless World

Prerequisites: 18 credit points in Bible

Encountering God's unshakeable plan for humanity, which provides hope in even the most hopeless of situations. This subject also provides an understanding God's purposes and actions in and beyond judgment.

BB364C/BD264C – The Pauline Literature

Formerly BCB267/BCD267 – Paul's Writings: The Missional Church

Prerequisites: 18 credit points in Bible

Surveys the books of 1 Corinthians, Ephesians and Timothy, to understand the nature and theology of church and how the church should function in the world. This subject also explores what the church should be doing to become missionally effective in the 21st century.

3.4.2 Theology

TD394C/TD294C – Scriptural Foundations of Mission (Compulsory)

Prerequisites: None **elearning only**

From the Scriptural evidence in the Old and New Testaments, this subject builds a case for strengthening the missional component in Christian theology, and explores the implications for Christian ministry practice grounded upon a Missional Theology.

TH189C/TD189C – Introduction to Theology (Compulsory Pre-2009)

Formerly TCB106/TCD106 – Journey in Theology

Prerequisites: None

This subject explores sources of theological knowledge, basic themes of Christian belief, and why and how the Bible can be trusted. This subject provides tools missional leaders need to engage in sound and thorough theological reflection in today's culture.

TH231C/TD231C - Christology (Compulsory BTh only)

Formerly TCB232/TCD232 – The Mission of Jesus

Prerequisites: 9 credit points in Theology at 100 level

This subject explores the Gospels to discover how Jesus was and how he lived. In doing, this subject explores the story of God's identification with human suffering and sin and His Mission to rescue us from ourselves.

TH335C/TD235C – The Spirit in the Church and World

Formerly TCB236/TCD236 – The Holy Spirit: God in Us

Prerequisites: 18 credit points in Theology

This subject surveys the Bible's teaching about the Spirit's Person, work and nature, including an understanding of spiritual gifts, spiritual power, the fruit of the Spirit and walking in the Spirit. This subject also critiques various views of the role of experience in the Christian life.

TH344C/TD244C - A Loving God in a Suffering World

Formerly TCB334/TCD334 – A Loving God in a Suffering World

Prerequisites: 18 credit points in Theology

This subject explores the biblical view of God and Creation. In doing so, this subject seeks to understand how we experience a loving God in a suffering world, by examining how God interacts with our world.

TH397C - Biblical Answers for Life's Questions (Not offered at Diploma level)

Formerly ET310C – Biblical Answers for Life's Questions

Prerequisites: 18 credit points in any area

Surveys ethical frameworks provided in the Bible, and examines tensions between and unity in biblical ethical teachings. This subject provides missional leaders with a foundation for making and modelling appropriate ethical choices in a complex world.

3.4.3 History

HS169C – History of Missional Movements (Compulsory)

Prerequisites: None

An introduction to the pivotal missional movements throughout history. This subject assists students to examine missional efforts in their historical contexts, with particular emphasis on people, events, processes and ideas that historically shaped these movements over time.

HS385C/HD285C - The Restoration Movement

Formerly HCB360/HCD360 – The Restoration Movement

Prerequisites: 18 credit points in any field

An exploration of the background and development of the Restoration Movement, which critically influenced the establishment of the Churches of Christ. This subject specifically compares and contrasts the Restoration Movement with other important movements in Church history.

3.4.4 Mission and Ministry

AL121C – Greek 1

Prerequisites: None **elearning only**

(available from Trimester 3, 2010)

This course unit introduces students to the fundamentals of New Testament Greek thus equipping them with the skills and resources required for doing translation and exegesis of New Testament passages.

LS220C/LD220C – Preaching 1 (NB: The Facilitation for this subject is held in two blocks of 3 days each)

Formerly LCB122/LCD122 – Crowd Stirring: Communicating with a Post-Modern Audience

Prerequisites: None This subject is not recommended without attending a Facilitation.

This subject provides students with the necessary skills and understandings to “grab” and hold an audience’s attention. This subject also systematically examines the characteristics of effective public speakers and their approaches to communication.

LS320C/LD221C – Preaching 2

Formerly LCB222/LCD222 – Preaching for Impact

Prerequisites: LS/LD220C This subject is not recommended without attending a Facilitation.

This subject extends the communication and preaching competence and effectiveness of the student and aims to build a greater awareness of the contexts of preaching, in particular in post-modern settings.

MS186C/MD186C – Cross-Cultural Ministry (Compulsory)

Formerly PCB239/PCD239 – Mission and Culture

Prerequisites: None. This subject is not recommended without attending a Facilitation.

Explores the impact of culture on self, society, and sense of meaning, and the significance of this impact for a church that seeks to be missional. This unit also examines strategies to engage the religious consciousness of Australian ethnic sub-cultures in order to share faith.

MS260C/MD260C - Reaching Aussies with the Gospel

Prerequisites: None

Formerly MCB101/MCD208 – Reaching Aussies with the Gospel

Explores uniquely Australian responses to church, religion and spirituality. This subject also provides a framework for assessing the effectiveness of missional approaches in use today.

PT121C/PD242C – Children’s Ministry (available from Trimester 2)

Prerequisites: None **elearning only**

This subject aims to introduce the student to the field of children's ministry. It focuses on understanding children, ministry inside and outside of the Church and realistic goals for ministry.

There is also an 18 credit point Year-long Pastoral Practicum available which focuses on Children's Ministry.

PT146C/PD146C – Foundations for Pastoral Care

Formerly PCB147/PCD147 – Life Together: Pastoral Care in a Missional Community

Prerequisites: None

Providing the theological, legal, and practical frameworks necessary for leading and caring for a Christian community, regardless of its size, shape or distinctives. This subject also develops important proficiencies needed to lead and care for Christian communities today.

3.4.5 Leadership

MS109C/MD294C – Introduction to Discipleship (Compulsory)

Prerequisites: None **elearning only**

(Can substitute for Becoming a missional leader in the Old Cores)

This subject looks to Jesus as an example of spiritual leadership, and encourages leaders to be disciples of Jesus who make other disciples.

MS394C - Mission, Discipleship & Leadership in Cultures of Change*

We are living in times of rapid change. Many existing patterns and paradigms face challenges. This course will explore the implications of ministry in a culture of change, with a specific focus on local church ministry. Providing practical case studies on mission, discipleship and leadership and subject these to theological reflection, in order to encourage creative and critical thinking on the nature of mission and ministry today.

* This unit is not supported by assignment readers or study guides

MS397C - Leading a Contemporary Church*

This course is designed for students who have been involved in local church leadership for a number of years. The local church is a unique environment that requires a certain type of leader who is able to navigate the complexities of leading, teaching, and managing a variety of ministries while keeping a strong focus on mission.

* This unit is not supported by assignment readers or study guides

PT230C - The Dynamics of Larger Churches (Not offered at Diploma level)

Formerly PCB262 – The Dynamics of Larger Churches

Prerequisites: 9 credit points in Pastoral Theology at 100 level

Introduces the uniqueness of the large church, its place in Australian church history, and its role in the processes of evangelism in an Australian and world-wide context.

PT234C/PD234C - Becoming a Missional Leader (Compulsory)

Formerly PCB261/PCD261 – Becoming a Missional Leader

Prerequisites: None

This subject lays a firm foundation for spiritual leadership through a deep experience of God's love. The subject also examines what motivates people as a key to transitioning individuals and whole churches towards more effective engagement with the world.

PT262C/PD261C – Principles of Christian Leadership

Formerly PCB265/PCD265 – Introduction to Christian Leadership

Prerequisites: 9 credit points in Pastoral Theology at 100 level

This subject introduces the topic of contemporary Christian leadership, looking at key biblical leaders, principles (such as shepherding and servanthood) and models. This subject assists students to develop and practice Christ-like leadership in their own context.

PT362C/PD262C - Mastering Change

Formerly PCB363/PCD363 – Mastering Change

Prerequisites: 18 credit points in Pastoral Theology

A multi-disciplinary experience that examines change. Drawing on psychology, sociology, theology, leadership and management theory, this subject identifies and explores key processes driving personal and institutional change.

PT397C - Movements that Change the World*

Jesus founded a missionary movement & calls us to participate in a movement that proclaims the gospel, makes disciples & multiplies communities of faith throughout the world. Dynamic movements display five recurring characteristics: white-hot faith, commitment to a cause, contagious relationships, rapid mobilisation & adaptive methods. Providing an understanding of the dynamics of dynamic missionary movements. Identify key characteristics of dynamic missionary movements & apply them to their contexts.

* This unit is not supported by assignment readers or study guides

3.4.6 Personal and Spiritual Growth

AL120C/AD294C – Critical Thinking and Writing

Prerequisites: None

This unit provides students with the study skills necessary for success in ministry training at the higher education level. In particular, this subject encourages, informs and supports students in the acquisition of critical thinking skills for effective academic writing.

This unit is core from 2010 onwards. We strongly recommend that students study this unit in either their first or second Trimester of study.

PT172C/PD172C - Personal Formation 1 (Compulsory – expected in 1st year of study)

Formerly PCB174/PCD174 – Personal Formation 1/2

Prerequisites: None elearning only

PT272C/PD272C - Personal Formation 2 (Compulsory)

Formerly PCB175/PCD175 – Personal Formation 3

Prerequisites: None for year 2, 144cp for year 3 elearning only

PTXXXC - Personal Formation 3 (Compulsory for BTH only)

Prerequisites: 144 credit points elearning only

(Students who have done PF1 when it was previously a 2-year course will now be enrolled in year three of PF, called PF2 PT272C. Year 2 students will also be in PF2, and year one students will be in PF1)

These subjects provide support and care in the context of intentional Character and Spiritual Formation processes that develop personal maturity and emotional health, and assist students to develop sustainable habits for long-term ministry.

SP202C/SD102C – Foundations of Christian Spiritual Formation

Formerly PCB173/PCD173 – Soul-keeping: The Practice of Christian Spirituality

Prerequisites: None This subject is not recommended without attending a Facilitation.

This subject examines ways of growing our intimacy with God, including prayer beyond the beginnings, meditation, contemplation, spiritual disciplines, spiritual friendship, spiritual direction, Sabbath, retreats and spiritual journaling.

SP307C/SD207C – Soul Care: Spiritual Maturity in Pastor and People

Formerly PCB373/PCD373 – Soul-care for Leaders and Faith Communities

Prerequisites: 18 credit points in any area This subject is not recommended without attending a Facilitation.

This subject identifies the centre of pastoral ministry as “soul-care”. It examines how leaders can maintain a growing, vibrant, spiritual maturity as the foundation for their ministry, and for fostering spiritual maturity within their faith community.

3.5 Specialty Subjects Offered in Partnership with Others

Important Note: Students may complete a **maximum of 4 Specialty Subjects** during their course of study.

3.5.1 Youth Ministry

Youth Vision Specialty Subjects

PT213C/PD215C – Developing a Youth Ministry

Formerly PCB215/PCD215 – Youth Ministry: Training and Education

Prerequisites: 9 credit points at 100 level in any area

Provides guidelines for discipleship, mentoring and training of young people and youth leaders, with an emphasis on building effective student leaders.

PT216C/PD216C – Foundations for Youth Ministry

Formerly PCB111/PCD111 – Youth Ministry: Foundations and Strategies

Prerequisites: None

Foundational principles for identifying a personal call to youth ministry, building a philosophy of Youth Ministry, and developing basic skills necessary to establish a youth ministry.

PT318C/PD218C – Culture and Context of Youth Ministry

Formerly PCB224/PCD224 - Youth Ministry: Culture, Context and Care

Prerequisites: 18 credit points in Pastoral Theology

This subject provides hands-on experience in researching and implementing resources applicable to the culture and context of youth ministry.

PT314C/PD214C - Youth Ministry: Ministry and Personal Growth

Formerly PCB320/PCD320 – Youth Ministry: Ministry and Personal Growth

Prerequisites: 18 credit points in Pastoral Theology

This subject focuses on developing a holistic, healthy foundation out of which the youth minister can operate for long-term ministry.

3.5.2 Emerging and New Church Leadership

FORGE Specialty Subjects

MS305C - New Paradigms for the Missional Revolution (Not offered at Diploma level)

Formerly PCB235/PCD235 – New Paradigms for the Missional Revolution

Prerequisites: 18 credit points in any field

This subject explores the paradigm shifts required to re-cast a missional stance in the church; cultural shifts of the last few centuries and how the church has responded; and developing a missional ecclesiological and hermeneutic for church, Bible and culture.

PT175C - Beyond Consumerism: Spirituality and Discipleship for the Emerging Church (Not offered at Diploma level)

Formerly PCB274 – Beyond Consumerism: Spirituality and Discipleship for the Emerging Church

Prerequisites: 9 credit points in Spirituality at 100 level

Challenging consumerism and proposing new models of discipleship and spirituality not based on passive conceptualising. This subject focuses on developing effective strategies for, and approaches to, discipling twenty-somethings.

PT335C - Pioneering Leadership for the Emerging Missional Church (Not offered at Diploma level)

Formerly PCB367 – Pioneering Leadership for the Emerging Missional Church

Prerequisites: 18 credit points in Pastoral Theology

Exploring new models and paradigms of organic leadership for the emerging missional church. This subject focuses on developing a distinctive pioneering style of leadership for new missional contexts for the emerging missional church.

PT384C - Pastoral Practicum (18 credit points - year long internship) (Not offered at Diploma level)

Formerly PCB288 – Pastoral Practicum

Prerequisites: 18 credit points in any area

This double-subject applies theological models of mission-to-the-west, in the areas of church planting and the emerging missional church, in order to develop the student's understanding and experience of the nature of pioneering mission and ministry in new cultural contexts.

3.5.3 Social Justice and Community Work

TEAR Specialty Subjects

MS276C/MD276C - Doing Community Development: Christlike Community Work

Formerly MCB275/MCD275 – Doing Community Work

Prerequisites: 9 credit points in any area This subject is not recommended without attending a Facilitation.

This subject introduces students to the biblical, ethical and social-science foundations of faith-based community development work. The subject conceptualises a significant part of the mission of the church in the world to be an agent of social transformation and community development.

3.6 SCD Subject Coding System

For the Subjects listed in Sections 3.5, each subject has a code number consisting of 2 letters, followed by 3 digits, followed by one letter.

First two letters: indicates the SCD Subject Area and Course Level

Field	BTh	DipTh
Humanities	AL	AD
Biblical Studies	BB	BD
Church History	HS	HD
Liturgical Studies	LS	LD
Missiology	MS	MD
Spirituality	SP	SD
Pastoral Theology and Practice	PT	PD
Theology	TH	TD

First digit: indicates the **Subject Level** at which the subject is taught

1	Introductory
2	Advanced
3	Advanced

Second and third digits: identifies the specific subject

The **final letter** (C) indicates the SCD Member Institution teaching the subject – in this case ACOM is designated the letter "C".

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