

Knowing God
Training to serve

DISTANCE EDUCATION

Semester 1, 2012

Enrolment Deadline

January 27, 2012

(Jan 6 for Intensive Unit)

Diploma-Level Studies

MORLING

C O L L E G E

The Baptist Bible and Theological College of NSW

BREAKING NEWS!

CHAPLAINCY AT MORLING INTENSIVE

Chaplaincy and Schools Ministry Training at Morling

available from Semester 1, 2012

Morling is now offering chaplaincy and schools ministry training. Students can do **the Unit DM414 Chaplaincy in Educational Settings**, and also complete a **Chaplaincy Major** in an accredited Australian College of Theology award.

“Chaplaincy in Educational Settings” (Unit DM414)

This is an innovative subject, specifically designed for Primary and Secondary School Chaplaincy. This subject offers current and prospective school chaplains an opportunity to explore the practice and theology of chaplaincy in the contexts of both state and private and primary and secondary systems.

This subject is an exciting partnership between Morling College and experienced school chaplains. It is available to be taken as a ‘stand alone’ subject or as part of an ongoing, accredited, tertiary award, where academic credit is available through the Australian College of Theology.

Areas covered in the subject include:

- Exploring the various models and settings for chaplaincy
- A close look at the role of a school chaplain
- An introduction to the areas of ethics, confidentiality and general legal issues for chaplains
- Professional development, supervision and self-care
- Approaches to classroom religious education in the multi-faith classroom
- Appropriate pastoral care and counselling models in an educational institution
- A theology of chaplaincy to young people
- Major issues confronting youth in Australian society
- Development stages of young people

Subject Coordinator – TBC

Venue - The subject will be conducted at Morling College, 120 Herring Rd, Macquarie Park. It is a modern, air-conditioned, spacious facility, and has an excellent library of youth ministry and chaplaincy resources.

Lecture Dates – This subject is taught as a five-day intensive, February 6-10, 2012 (9.30am to 4.30pm)

Academic Credit - This subject is available to be taken for credit or simply as a stand-alone subject. We anticipate that different people will fall into either categories. If taken for credit as a part of an Australian College of Theology subject, it is known as DM 414/614 Chaplaincy in Educational Settings. If this will be the case for you, there is some required reading and assignment work to be completed. Details will be sent to you on receipt of your enrolment.

Completing a Chaplaincy Major in your (Advanced) Diploma of Ministry & Diploma of Theology

To create a Chaplaincy Major within the (Advanced) Diploma of Ministry or Diploma of Theology, students must include the following 3 units:

- a. DM414 Chaplaincy in Educational Settings
- b. PC244 Practical Ministry Field Education – in a Chaplaincy setting
- c. PCD03D Pastoral Skills and Methods – Chaplaincy focus

See within for information about variation procedures and penalty dates for this unit.

Diploma & Advanced Diploma Studies

Morling College offers the two-year, full-time equivalent Diploma of Theology/Ministry and the three-year, full-time equivalent Advanced Diploma of Ministry. These courses are taught on-campus at Morling College and by Distance Education. Students can study part-time or full-time from the convenience of their own homes, anywhere in the world.

The Diploma of Theology/Ministry is intended as an introduction to Christian studies. It provides a foundation of understanding and skills relevant for Christian service, particularly for those preparing for a support role in Christian ministry or for more effective service as a church member.

There is a concern for theological understanding, skills for ministry and spiritual formation through participation in the unit Guided Spiritual Formation (formally known as SEBL).

Candidates completing units with an emphasis on ministry will graduate with an award in Ministry, while those completing units with an emphasis on theology will graduate with an award in Theology. Please see the course outlines for details.

Cross-credit from Diploma studies to Bachelor of Ministry

A completed Advanced Diploma of Theology/Ministry can be granted cross-credit of up to two-thirds of a degree, provided an overall average result of credit level (65%) or better is obtained.

The introductory units in Old Testament (OT201, OT202), New Testament (NT201, NT202) and Church History (CH201, CH202) can be directly cross credited into the Bachelor of Ministry degree, provided that a result of 65% or better is obtained in each Diploma level unit.

Entry requirements for Diploma and Advanced Diploma studies

The entry requirement is normally satisfactory completion of Year 12 in Australia or equivalent. Mature age entry is possible for those older than 19 years.

For those people whose first language is not English and who have not completed a tertiary course in English, an International English Language Testing System (IELTS) score of at least 6.0 in all four bands (speaking, listening, reading, and writing) is required for admission to the course.

There is no time limit for those studying a Diploma or Advanced Diploma, though it should be possible for a student undertaking one unit per semester to complete a Diploma in eight years and an Advanced Diploma in 12 years.

Students who wish to study full-time must complete a Morling College full-time application form for Distance students the first semester they enrol, and proceed through the full-time application process, including an interview (this may be by phone).

Current students

If you have any questions about your course, please contact Mrs Lyn Scott, Director of Distance Education.

THE AUSTRALIAN COLLEGE OF THEOLOGY

The Australian College of Theology (ACT) is a consortium of theological and Bible colleges in Australia and New Zealand which has Government approval for its awards. Morling College is a member of the ACT and prepares candidates for these awards, as well as preparing students for Morling College awards.

Morling College strongly recommends that students enrol with the ACT if they are studying for the Diploma-level awards. Satisfactory completion of these awards also qualifies the student to receive Morling College awards.

When you enrol you must fill out the ACT enrolment form as well as the Morling College enrolment if you wish to study for an ACT accredited award. The ACT form should be sent to Morling College with the Morling College enrolment form. Note that the ACT imposes late penalties for its own enrolment deadlines.

The ACT registration fees will be \$88 per unit in 2012 for Diploma-level units. Please include this amount per unit when you pay your Morling fees, we will forward it to the ACT with your completed ACT form. This is separate from the Morling College tuition fee. See the Section of this booklet entitled "Payment of Fees" for more information.

Diploma Course Structures — the effect of 2012 changes on your Diploma

From 2012 revised Diploma Course Structures will be implanted by the ACT (see following pages).

Students currently engaged in (Advanced) Diploma studies can:

- Complete their award according to the old regulations (as long as they do not have a break in their studies during this completion: if you take a semester 'off' you will default into the new course regulations)
- Graduate immediately under the new award regulations if the units completed so far meet the regulations for graduation
- Shift unit choices from 2012 on to meet the regulations of the new Award.

Course Structure – Diploma

The Diploma of Theology/Ministry requires the completion of 48 credit points (12 units). Each unit in the distance program is worth four credit points.

Diploma of Ministry	Diploma of Theology
<p>CORE UNITS</p> <p>Old Testament introduction units (8 cps) OT201 Old Testament Foundations OT202 Old Testament Prophets & Writings</p> <p>New Testament introduction units (8 cps) NT201 Content and Setting of the Gospel Tradition NT202 Early New Testament Church</p> <p>one Church History unit (4 cps) EITHER CH201 The Church to 1550 OR CH202 The Church from 1550 to the Present Day</p> <p>one Theology unit (4 cps) EITHER TH210 The Doctrine of God and the Person and Work of Christ OR TH211 The Holy Spirit, Grace and Hope</p>	
<p style="text-align: center;">DIPLOMA of MINISTRY ADDITIONAL UNITS</p> <p>TWO units in Old and New Testament exegesis (8 cps), chosen from: <u>OT206 Pre-Exilic Prophets</u> or <u>OT205 Genesis & Deuteronomy</u> or <u>OT208 Psalms and Daniel</u> <u>NT205 John</u> or <u>NT206 1 Corinthians</u> <i>Alternative Exegesis units may be offered on campus</i></p> <p>TWO units in Ministry & Practice (8 cps), from unit codes EM---, PC--- & DM--- At least two units must be chosen from one field.</p> <p>TWO elective units (8 cps), chosen from available units.</p>	<p style="text-align: center;">DIPLOMA of THEOLOGY ADDITIONAL UNITS</p> <p>TWO units in Old and New Testament exegesis (8 credit points), chosen from: <u>OT206 Pre-Exilic Prophets</u> or <u>OT205 Genesis & Deuteronomy</u> or <u>OT208 Psalms and Daniel</u> <u>NT205 John</u> or <u>NT206 Corinthians</u> <i>Alternative Exegesis units may be offered on campus</i></p> <p>ONE more unit in theology (4 cps), chosen from: EITHER <u>TH210 The Doctrine of God; the Person & Work of Christ</u> OR <u>TH211 The Holy Spirit, Grace and Hope</u> <i>(i.e. choose the one not previously studied as a core unit)</i></p> <p>ONE more unit in Church History (4 cps), chosen from: EITHER <u>CH201 The Church to 1550</u> OR <u>CH202 The Church from 1550 to Modern Times</u> <i>(i.e. choose the one not previously studied as a core unit)</i></p> <p>TWO elective units (8 cps), chosen from available units.</p>

PLEASE NOTE: ‘Tracking’ your Award — It is a student’s responsibility to see that unit choices meet the requirements of awards.
 For advice in selecting units, contact Mrs Lyn Scott, Distance Education Director: 02 9878 0201, or lyns@morling.edu.au .

Course structure – Advanced Diploma of Ministry

The Advanced Diploma of Theology/Ministry aims to provide an introduction to Christian theology related to various ministries. It seeks to combine the development of ministry skills with those of theological reflection and Christian formation. It takes candidates to a level sufficient for them to begin Christian ministry in the area of their major study.

The Advanced Diploma of Theology/Ministry requires the completion of 64 credit points (16 semester-length subjects, called “units”). Each unit in the Distance program is worth four credit points. The Advanced Diploma includes both Diploma-level and Degree-level units, as explained below.

Advanced Diploma of Ministry	Advanced Diploma of Theology
<p>CORE UNITS</p> <p>Old Testament introduction units (8 cps) OT201 Old Testament Foundations OT202 Old Testament Prophets & Writings</p> <p>New Testament introduction units (8 cps) NT201 Content and Setting of the Gospel Tradition NT202 Early New Testament Church</p> <p>one Church History unit (4 cps) EITHER CH201 The Church to 1550 OR CH202 The Church from 1550 to the Present Day</p> <p>one Theology unit (4 cps) EITHER TH210 The Doctrine of God and the Person and Work of Christ OR TH211 The Holy Spirit, Grace and Hope</p>	
<p style="text-align: center;">AdvDip MINISTRY ADDITIONAL UNITS</p> <p>TWO units in Bible Exegesis (8 cps), chosen from OT205 to OT208 & NT205 to NT208 ...with 1 in EACH Testament.</p> <p>at least FOUR practical ministry units (16 cps), from unit codes EM---, PC--- & DM--- At least two units must be chosen from one field.</p> <p>at least THREE elective units (8 cps), chosen from available units</p> <p>Guided Spiritual Formation (4 cps)</p> <p>Any FOUR of the 16 units in the Advanced Diploma <u>MUST</u> be done at Bachelor-degree level (300- or 400-level).</p>	<p style="text-align: center;">AdvDip THEOLOGY ADDITIONAL UNITS</p> <p>TWO units in Bible Exegesis (8 cps), chosen from OT205 to OT208 & NT205 to NT208 ...with 1 in EACH Testament.</p> <p>ONE more unit in theology (4 cps), chosen from: EITHER TH210 <u>The Doctrine of God; the Person & Work of Christ</u> OR TH211 <u>The Holy Spirit, Grace and Hope</u> <i>(i.e. choose the one not previously studied as a core unit)</i></p> <p>ONE more unit in Church History (4 cps), chosen from: EITHER CH201 <u>The Church to 1550</u> OR CH202 <u>The Church from 1550 to Modern Times</u> <i>(i.e. choose the one not previously studied as a core unit)</i></p> <p>SIX elective units (24 cps), chosen from available units.</p> <p>Any FOUR of the 16 units in the Advanced Diploma <u>MUST</u> be done at Bachelor-degree level (300- or 400-level).</p>

PLEASE NOTE: ‘Tracking’ your Award — It is a student’s responsibility to see that unit choices meet the requirements of awards.
 For advice in selecting units, contact Mrs Lyn Scott, Distance Education Director: 02 9878 0201, or lyns@morling.edu.au.

Units available in 2012

Not all units are available every semester. In 2011 the choices will be as follows:

Semester 1 2012		Semester 2 2012	
DM414i	Chaplaincy in Educational Settings [INTENSIVE]	CH202D	The Church from 1550 to The Present Day
CH201D	The Church to 1550	OT202D	Old Testament Prophets and Writings
OT201D	Old Testament Foundations	NT202D	Early New Testament Church
NT201D	Content and Setting of the Gospel Tradition	EM223D	Foundations for Evangelism
TH210D	Doctrine of God & Person & Work of Christ	OT206D	Pre-Exilic Prophets
PC202D	Foundations of Pastoral Care	PC203D	Pastoral Skills and Methods
EM220D	Study of Religion	PC227D	Patterns of Spiritual Formation
NT206D	Romans and 1 Corinthians	TH211D	The Holy Spirit, Grace and Hope
PE211D	Ethics & Contemporary Problems	PC249D	Guided Spiritual Formation (GSF)
PC249D	Guided Spiritual Formation (GSF)		

For a brief description of each unit please see 'Unit Descriptions' in this booklet.

In October of each year Morling College will release to Distance students the list of available units for the coming year.

Studying by Distance Education

Materials

Students may receive a combination of materials to aid them in their study, such as workbooks, videotapes, lecture notes, photocopies of selected readings and reading lists. These are mailed at the beginning of the semester. If you change your address, please ensure that you inform Morling College.

Unit assessment

All assessment tasks are to be completed within the semester, as for those students who attend lectures on campus. Essays and assignments may be uploaded electronically or posted to the College. Students may sit for exams in their local area.

Study hours per week

We conservatively estimate that you need to do a minimum of seven hours of study per unit per week. These hours include reading the notes provided, your textbook and other readings, as well as the completion of your various assessment tasks.

Part-time study

For those students wanting to do part-time study we would advise you to do no more than two units at a time. For those commencing their studies we would advise you to begin with one of the units that is more familiar to you, such as the introduction units in New or Old Testament. This would allow you to ease into study as a Distance student. At some time in your course you may choose to do two units for a semester.

Full-time study

Students may also study by Distance Education full-time. Students who wish to study full-time must complete a Morling College full-time application form the first semester they enrol, and proceed through the full-time application process, including an interview (this may be by phone). Full-time Diploma students will be charged on a per-unit basis.

Austudy

Only full-time students meeting certain criteria are eligible for Austudy. A unit load of three units per semester is considered a full-time load for the purposes of Austudy/ABStudy. Please inquire about your personal eligibility with your nearest Centrelink office.

Accessing resources

Normally each unit will have **one or two recommended text books**. Students should note that some theological textbooks are quite expensive. Do not assume that theological books are available from local bookstores which specialise in "popular" Christian books. Online bookstores may be helpful. Inquiries about purchasing text books can be made from a Christian bookshop which has a mail order service such as:

Book Depository Go to: http://www.bookdepository.co.uk and search by author, title, etc.	BOOKTOPIA Online Go to: http://www.booktopia.com.au/ and search by author, title, etc.	Koorong 28 West Parade WEST RYDE NSW 2114 Phone: (02) 9857 4477 Website: www.koorong.com orders@koorong.com.au	Mosaic Resources Go to: www.mosaicresources.com.au/ and search by author, title, etc. <i>15% discount for all online orders</i>
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Morling College Library

The Library resources of Morling College are also available to distance students. Full details of library usage are found in the *Handbook for Distance Education* (supplied after enrolment). Some photocopying and scanning by staff is available for Distance students.

The Morling library catalogue is now online. It can be accessed by going to the Morling webpage (www.morling.nsw.edu.au) and following the prompts to the library catalogue. Library books will be sent out to students living in Australia. Because of the time taken in postage, library books will not be available for overseas students, but those living overseas will be able to access some journal articles online through the Library catalogue.

Distance students may also be able to access the personal library of local ministers in the community. For those with the facility, using the internet will provide a wide range of material to assist you in your study (providing it is used with discrimination).

Combining Distance Education and on-campus study

In principle, students may combine Distance Education and on-campus study within the Diploma course, but not within a single unit. Students wanting to combine Distance and on-campus study should make an appointment with the Diploma Course Adviser, or Lyn Scott, Director of Distance Education.

Other Distance Education options

For students wishing for more advanced studies we also offer the Bachelor of Ministry and Graduate Diploma of Divinity. Please contact Morling College to obtain information about these options. Separate information packs are available for the Certificate in Theology and the Bible Correspondence Course. Please contact the College to request these packs.

Certificate in Theology (ThC)

The aim of the course is to gain an understanding of the Christian faith and its implications for everyday life. The course consists of six units, including Old Testament, New Testament, Christian Belief and three others. There is no time limit for completing the course, although each unit is completed within one semester.

Bible Correspondence Course (*a non-accredited course offered by Morling College*)

Six units are necessary to obtain the Certificate for the Bible Correspondence Course. A Certificate is awarded for each unit completed and at the conclusion of the six units required for the full Certificate.

The course is suitable for either private study or group work.

Unit Descriptions

See the ACT website for more detailed information (www.actheology.edu.au)

Units are listed in order of their unit code. A bibliography for each unit will be issued with its workbook.

CH201D The Church to 1550

An introductory survey of the history of the Christian Church until the present day, concentrating on the framework of developments.

CH202D The Church from 1550

An introductory survey of the history of the Christian Church until the present day, concentrating on the framework of developments.

DM220D Introduction to Children's Ministry

A study of the basic factors and issues involved in ministry to children in the context of the worshipping community.

Section A: Children and faith development

Section B: Church-Based Children's Ministry: An Introduction

Section C: Ministry in Practice

Supervised Field Education: At least 20 hours work to be undertaken in one of the following areas: holiday and after-school programs; family ministry; camps; school religious education; church-based religious education; other work as approved by the course coordinator.

EM201D Mission Perspectives

Basic study of Biblical witness to the mission of God to humanity.

An introduction to the expansion of the Christian movement.

An introduction to the cultural factors which affect mission today.

Survey of strategies and issues in contemporary Christian world mission.

Mobilising local churches in support of world mission.

EM219D Cults and Sects

A study of contemporary cults and sects and their relation to the Christian faith.

Section A: Definitions, terms, characteristics

Section B: Particular movements

The history, beliefs, structures/organisation, and means of propagation of three cults or sects, such as Transcendental Meditation, Children of God, Church of Scientology, the Unification Church, New Age movements, Church of Jesus Christ of Latter Day Saints (Mormons), Jehovah's Witnesses.

EM220D Study of Religion

Issues in the study of religion and significant religious emphases in the contemporary world will be studied in Section A.

Section B will examine the historical roots, beliefs, practices, cultural influences and contemporary reforms of one of the following living faiths: Hinduism, Buddhism, Judaism, Islam, Australian Aboriginal religions.

EM223D Foundations for Evangelism

A study of the theological and practical principles of communicating Christian faith to non-believers.

Section A: Evangelism Principles

Section B: Evangelistic Methods

Section C: Evangelism in Practice

Personal involvement (with supervision) in not less than 20 hours in specifically evangelistic programs, including at least 5 hours of direct evangelism by the candidate. (These hours exclude preparation and writing-up time.) This work should include both inter-personal and small group contexts, using the methods studied in Section B. This work should include people known to the candidate as evangelist, and those unknown. Large group and media settings may also be used.

NT201D Content & Setting of the Gospel Tradition

A study of the historical background and contents of the New Testament, with special reference to the ministry of Jesus.

Section A: Political and Religious Background

Section B: Jesus and his Ministry, with special reference to Mark's Gospel.

NT202D Early New Testament Church

A study of the historical background and contents of the New Testament, with special reference to the birth and growth of Christianity in the Apostolic age.

Section A: The Apostolic Age, with special reference to the birth and growth of Christianity

Section B: The Epistles.

NT205D Luke and John

At Morling College, *John* will be studied.

Prescribed texts: John 1-8, 14-16.

NT206D Romans and 1 Corinthians

By Distance Education, 1 Corinthians will be studied.

Prescribed texts: 1 Corinthians 1-7, 11-15.

OT201D Formative Old Testament Traditions

An overview unit which covers the Pentateuch/Torah, Historical Books and Former Prophets (Joshua and Judges, 1 and 2 Samuel & 1 and 2 Kings)

OT202D From Israel to Judea

An overview of the 2nd half of the Old Testament including the Prophetic Books (Isaiah, Jeremiah, Ezekiel, Daniel and The Twelve) and The Writings (Chronicles, Ezra and Nehemiah, Psalms and Wisdom Literature)

OT203D Principles of Hermeneutics

The definition, importance and scope of hermeneutics.

Grammatico-historical principles of interpretation.

The interpretive rules and principles appropriate for the study of different literary forms and genre in the Scriptures.

OT206D Pre-Exilic Prophets

Prescribed texts:

- 1 Amos
- 2 Hosea 1-4, 7, 11-14

OT208D Psalms & Post-Exilic Literature

Prescribed texts:

- 1 Psalms 2, 8, 16, 19, 22, 46, 51, 73, 99, 137
- 2 Daniel 1, 3, 5, 7-10, 12

PC202D Foundations of Pastoral Care

Section A: Biblical and theological perspectives.

Section B: Pastoral Care and Life Transitions

PC203D Pastoral Skills & Methods

Pre-requisite: PC202 Foundations of Pastoral Care

Section A: Pastoral Skills and Methods

Section B: Pastoral Care in Particular Situations; attention should be paid not only to the needs of those in care but to the carers' own lives.

PC215D Christian Worship

Section A: The roots of Christian worship: Biblical and historical perspectives

A study of the Biblical idea of worship, and a survey of its development in the major periods of the history of the church which influence public worship today.

Section B: Principles and practicalities

An introduction to contemporary issues and practice of public corporate worship.

Colleges are encouraged to relate this section to candidates' particular traditions.

PC216D Denominational Distinctives (Baptist)

For information please contact Lyn Scott, Director of Distance Education.

PC227D Patterns of Spiritual Formation

Section A: Spirituality in Christian Life and Ministry

Section B: Spiritual Disciplines for Maturity in Christ

PC249D Guided Spiritual Formation

Each college shall set up a program in which all students shall participate which encourages them to reflect upon their living of the Christian life in the light of their theological studies and to integrate life, belief and ministry. While individual colleges will structure this unit in their own way, the program should include such elements as:

- 3 intentional participation in local Christian community
- 4 written reflection on a student's unfolding spiritual journey
- 5 regular contact with an individual mentor
- 6 participation in a group reflective process

The total hours spent in these activities shall be spread over a period of two years (four semesters). Students will enrol each Semester and pay $\frac{1}{4}$ of the Morling tuition fee and $\frac{1}{4}$ of the ACT administration fee in each of those Semesters.

- 1st Semester: PC249-aD (worth 1 credit point)
- 2nd Semester: PC249-bD (worth 1 credit point)
- 3rd Semester: PC249-cD (worth 1 credit point)
- 4th Semester: PC249-dD (worth 1 credit point)

Once all four Semesters have been completed the whole unit will count as a full 4-credit point ACT unit.

Students are advised to enrol in PC449-A in their first Semester at Morling College, alongside their other units, then enrol in the remaining quarters over the following three Semesters.

Colleges shall ensure that such records are kept which justify that the requirements of this unit have been fulfilled. [Activities or hours which have been or are being claimed under units requiring Field Work may not be claimed as part of this unit.]

PE211D Ethics & Contemporary Problems

Pre-requisites: OT201 and OT202, NT201 and NT202, TH210 and TH211. An exegesis unit (such as NT205) is recommended as a pre-requisite but may be taken concurrently.

An introduction to ethical decision-making, on the basis of Christian perspectives.

Section A: Biblical Ethics

Section B: Ethics in Context

Section C: Ethical Issues

TH210D Doctrine of God & Person & Work of Christ

A study of the major doctrines of the Christian faith.

Candidates need to study each topic in the light of major contemporary theological approaches, but not in precise detail, since this is a survey course.

TH211D The Holy Spirit, Grace & Hope

A study of the major doctrines of the Christian faith.

****290 Project** (equals 1 Unit; 4 credit points)

The project required for the Advanced Diploma of Theology may be chosen from:

**290 Project (Biblical/Theology)

PC290 Pastoral Care Focussed Project

EM290 Evangelism/Missiology Project

DM290 Developmental Ministry Project

Students must contact the Coordinator of Distance Education, Lyn Scott, in the semester before they plan to begin the project. A project form must be submitted before starting this unit.

The project may be taken across two semesters by arrangement. An appropriate adviser will assist the student.

It is possible to take units at Degree level and cross-credit them to your Diploma. If you are interested in any Language units, or other units from Degree level, to be credited in this way, please contact Andrew Lane or Lyn Scott to discuss the options.

How to Enrol

Wherever possible students should call Mrs Lyn Scott (Director of Distance Education) to discuss their course before they enrol.

1. Complete the relevant Morling College enrolment form indicating which units you propose to study, and attach the relevant documents

(Please note: there are different enrolment procedures for part-time & full-time students; see below.)

2. If you are enrolling for Australian College of Theology credit you must also complete the ACT 'Enrolment in ACT Units' form (at the back of this booklet). Send this form to Morling College, NOT to the ACT office.
3. Fees: please see the information at "PAYMENT OF FEES" in this Booklet. No course material will be sent until at least \$100 per unit is received, **OR UNTIL A FEE-HELP FORM** is received. Do not make upfront payments if you use FEE-HELP.

To apply for FEE-HELP please indicate this when requested on both the Morling College & ACT Enrolment forms, then complete a 'Request for FEE-HELP' assistance form and read the **FEE-HELP information booklet** if you have not yet done so for this course (both will be sent to you with your Morling College Confirmation of Enrolment). FEE-HELP forms must be completed and returned to Morling College by March 9 for Semester 1 and **August 3 for Semester 2, 2012**.

Please note: Study materials are normally delivered before the first day of lectures for the Semester. For earlier delivery of tuition materials (at least before the Enrolment Deadline; earlier if possible) send \$100 per unit with this form, **OR** submit a FEE-HELP Request Form. Balance of fees should be paid by the end of Week 1.

4. New students to Morling College must include a Reference from their current Pastor or a senior office-holder in their current church. *Students who belong to another college and are simply taking a Morling unit towards an award already started need not supply a Reference.*

Choosing Units

We recommend that all students complete the core units first. DO NOT choose a Theology unit to begin your award. Exegesis units should normally only be chosen after the introductory units for the same Testament have been completed. Please contact the Director of Distance Education (Mrs. Lyn Scott) for further advice.

Late Re-enrolments

In order to ensure that study materials are received by the start of the semester, Distance re-enrolments close on Jan 28 for Semester 1 and July 4 for Semester 2. Forms may be faxed or e-mailed but must include signatures where requested. Please send e-mail attachments as 600dpi black and white scans in PDF format.

An additional \$110 per unit per semester may be charged on re-enrolments received after the following dates:

- | | | | | |
|-----------------------|--------------------|------------|--------------------|--------|
| • On-Campus | Semester 1: | January 27 | Semester 2: | July 6 |
| • Distance Ed. | Semester 1: | January 27 | Semester 2: | July 6 |

The College reserves the right to waive these fees in exceptional circumstances.

Late New Enrolments

The College will not charge late enrolment penalties for new students; however, after Week 2 of lectures, new enrolments will only be accepted under exceptional circumstances.

New Full-Time Enrolments

To enrol full-time you must submit a separate Full-time Application. The Application process will include an interview – which may be by telephone – preferably well in advance of starting full-time Distance study.

Applications for full-time status received after January 27 (Semester 1) and July 6 (Semester 2) will incur a charge of \$300. The College will reserve the right to waive these fees in exceptional circumstances.

For further information...

For further information about any aspect of the Distance Education options available at Morling College, please contact Lyn Scott, Director of Distance Education, or Andrew Lane, Academic Registrar. You may write, telephone, fax or email us. There is also an answering machine for after-hours messages.

Morling College
120 Herring Road
MACQUARIE PARK NSW 2113

Phone: (02) 9878 0201 / **Fax:** (02) 9878 2175
Email: distance@morling.edu.au / **Website:** www.morling.nsw.edu.au

PAYMENT OF FEES

The College offers the following payment plans for payment of tuition fees:

1. UP-FRONT PAYMENT PLAN

Full payment upfront is due by the end of business hours on the Friday of Week 1 of any Semester.

To receive early delivery of tuition materials, please pay \$100 per unit with your enrolment. Please do not pay this deposit if you decide to use FEE-HELP.

NOTE: This is not an additional fee; this amount will be deducted from the total cost of the unit.

For Direct Deposit, use the following information:

ACCOUNT: Baptist Union of NSW Morling College **BSB:** 082 344 **ACCOUNT NO:** 02 762 2360

When making a payment by Direct Deposit, please make absolutely sure that you identify yourself, and identify what you are paying for, then tell us by sending an email to: accounts@morling.edu.au.

2. FEE-HELP

The Commonwealth Government has introduced a HECS-style government loan scheme known as FEE-HELP to assist Australian citizens and holders of permanent humanitarian visas fund their theological education through a loan program.

Morling College students who meet the government's FEE-HELP criteria will be eligible to access a loan for the courses they undertake. The Australian Taxation Office records all outstanding FEE-HELP debts, and students must repay the loan through the taxation system once their income reaches a certain threshold.

The Government will charge a 25% loan fee on FEE-HELP for undergraduate courses.

For further information please ask for a FEE-HELP booklet from Morling College or access it from <http://www.goingtouni.gov.au>.

3. INSTALMENT PLAN

Alternatively students are permitted to pay through an Instalment Plan where payment can be received in four instalments. A fee of 2.5% of the outstanding sum is levied after each instalment date. It is therefore advisable to make the earlier payments as high as possible in order to reduce this fee. Furthermore, any amount outstanding after the Fourth Instalment incurs a penalty fee of \$30 per week until the end of semester.

Instalments	Semester 1	Semester 2
<i>First Instalment</i>	2 March 2012	3 August 2012
<i>Second Instalment</i>	30 March 2012	31 August 2012
<i>Third Instalment</i>	27 April 2012	28 September 2012
<i>Fourth Instalment</i>	25 May 2012	26 October 2012

Subject results will not be available from the College for students in arrears in fees or rent/board, and such students will not be permitted to proceed into a new semester or to graduate, unless a special arrangement has been made *in writing* with the College Council. Such arrangements must give details of how outstanding fees will be paid.

VARIATIONS of ENROLMENT

Dropping a Unit; Changing Your Unit Choices (Refunds, costs, penalties, etc.)

To change or drop a unit, notify Morling College in writing immediately (*email andrewl@morling.edu.au*) – please note that notification by telephone is not sufficient, but you may request by phone that we send you an *Enrolment Variation Form* by post or e-mail.

Submitting a Morling College *Enrolment Variation Form* also covers withdrawal from the ACT. Under the ACT *Variation of Enrolment Policy*, variations before 'Administration Date' incur neither financial nor academic penalty and receive a full refund. After Administration Date' any Enrolment Variation involving addition or substitution of a unit incurs a Variation Fee per addition/substitution of \$110 per unit, and for withdrawals, \$340 per unit. Fees paid for withdrawn units are refunded in full between Week 2 and the Census Date, and the Variation Fee of \$340 per unit dropped is charged in such cases.

After Census Date no refund or FEE-HELP cancellation is possible, but no charges are incurred. You may withdraw from units without a Variation Fee or any academic penalty up to the ACT Withdrawal Date *but without any refund* (please see your *Distance Education Handbook* for Withdrawal Date). After Withdrawal Date, 'Fail' will be recorded on the transcripts of students who withdraw.

SUMMARY of Variation Procedures (these regulations apply *per unit dropped*)

Semester-length units (*including Postgraduate Research Units*) in S1 2012 (*not intensives*):

- > Withdrawal from a unit **up to March 2** ("Administration Date") receives a full refund and incurs no Withdrawal Fee or academic penalty.
- > Withdrawal from a unit between **March 2 and March 31** ("Census Date") receives a full refund but incurs a fee of \$340, with no academic penalty.
- > Withdrawal from a unit between **March 31 and May 11** incurs no fee, receives no refund, and suffers no academic penalty.
- > Withdrawal from a unit **after May 11** receives no refund, incurs no fee, and is graded "FW" (*this is an academic penalty*)

INTENSIVE: Chaplaincy in Educational Settings (DM414/614):

- > Withdrawal **up to February 7** ("Administration Date") receives a full refund and incurs no Withdrawal Fee or academic penalty.
- > Withdrawal between **February 6 and March 31** ("Census Date") receives a full refund but incurs a fee of \$340, with no academic penalty.
- > Withdrawal between **February 7 and May 11** incurs no fee, receives no refund, and suffers no academic penalty.
- > Withdrawal **after May 11** receives no refund, incurs no fee, and is graded "FW" (*this is an academic penalty*)

Please see www.actheology.edu.au/policy%20files/Variation%20of%20Enrolment%20Policy.pdf for the full text of the ACT's *Variation of Enrolment Policy*.

MORLING
COLLEGE
The Baptist Bible and Theological College of NSW

120 HERRING ROAD, MACQUARIE PARK, NSW 2113

PHONE: (02) 9878 0201
E-MAIL: admin@morling.edu.au

FAX: (02) 9878 2175
WEBSITE: www.morlingcollege.com

MORLING COLLEGE

The Baptist Bible and Theological College of NSW

OFFICE USE ONLY - STAMP

120 Herring Rd. MACQUARIE PARK NSW 2113 PH: (02) 9878 0201 FX: (02) 9878 2175
admin@morling.edu.au / www.morling.nsw.edu.au

Distance Education – DIPLOMA-level studies – SEMESTER 1, 2012

Enrolment deadline: 27 January 2012 (6 Jan for INTENSIVE unit)

TITLE (please circle one) Mr / Mrs / Miss / Ms / Dr / Rev / Other _____ Gender MALE FEMALE

Family Name: _____ First Name: _____ DoB: _____

Other Names: _____

I am a ... Continuing Student with Morling College

I am a ... New student to Morling College

ACT STUDENT NUMBER (if known): _____

INTENDED COURSE	INTENDED WORKLOAD	INTENDED MODE OF PAYMENT
<input type="checkbox"/> Diploma of Ministry	<input type="checkbox"/> Part-time (1 or 2 units)	<input type="checkbox"/> Upfront
<input type="checkbox"/> Diploma of Theology	<input type="checkbox"/> 3 Units Part-time (form required)	<input type="checkbox"/> Instalment Plan
<input type="checkbox"/> Advanced Diploma of Ministry	<input type="checkbox"/> Full-time (full-time students will have been accepted at interview)	<input type="checkbox"/> FEE-HELP (you must have already submitted a FEE-HELP Request Form for your degree, or do so now.)
<input type="checkbox"/> Other (please specify): _____		

If any of these choices has changed since your last enrolment, you MUST consult with Andrew Lane at andrewl@morling.edu.au.

I am a **Domestic Student** (*Australian/NZ Citizen, Permanent Resident). I hereby request Morling College fee subsidies.

Unit Code	Unit Title	DOMESTIC* Morling (subsidised) fee		OVERSEAS tuition fee	ACT Admin fee	Total FEE-HELP	Total UPFRONT
		Part-time	Full-time				
<input type="checkbox"/> DM414i	Chaplaincy in Educational Settings - INTENSIVE (attending lectures ON CAMPUS Feb 6-10)	\$1100.00	\$1045.00	\$1260.00	\$120.00	\$	\$
<input type="checkbox"/> OT201D	Old Testament Foundations	\$852.00	\$809.00	\$1292.00	\$88.00	\$	\$
<input type="checkbox"/> NT201D	Content and Setting of the Gospel Tradition	\$852.00	\$809.00	\$1292.00	\$88.00	\$	\$
<input type="checkbox"/> CH201D	The Church to 1550	\$852.00	\$809.00	\$1292.00	\$88.00	\$	\$
<input type="checkbox"/> EM220D	Study of Religion	\$852.00	\$809.00	\$1292.00	\$88.00	\$	\$
<input type="checkbox"/> PC202D	Foundations of Pastoral Care	\$852.00	\$809.00	\$1292.00	\$88.00	\$	\$
<input type="checkbox"/> NT206D	Romans and 1 Corinthians	\$852.00	\$809.00	\$1292.00	\$88.00	\$	\$
<input type="checkbox"/> PE211D	Ethics & Contemporary Problems	\$852.00	\$809.00	\$1292.00	\$88.00	\$	\$
<input type="checkbox"/> TH210D	Doctrine of God & Person & Work of Christ	\$852.00	\$809.00	\$1292.00	\$88.00	\$	\$

Guided Spiritual Formation (GSF)

<input type="checkbox"/> PC249-aD	Guided Spiritual Formation part A	\$213.00	\$202.00	\$323.00	\$22.00	\$	\$
<input type="checkbox"/> PC249-bD	Guided Spiritual Formation part B	\$213.00	\$202.00	\$323.00	\$22.00	\$	\$
<input type="checkbox"/> PC249-cD	Guided Spiritual Formation part C	\$213.00	\$202.00	\$323.00	\$22.00	\$	\$
<input type="checkbox"/> PC249-dD	Guided Spiritual Formation part D	\$213.00	\$202.00	\$323.00	\$22.00	\$	\$

FEE TOTAL =

\$

STUDENT Signature _____

Please note: Study materials are normally delivered before the first day of lectures for the Semester.

For earlier delivery of tuition materials (at least before the Enrolment Deadline) submit a FEE-HELP Request Form, OR send \$100 per unit with this enrolment if paying 'upfront'. Balance of fees should be paid by the end of Week One; after you have received an Invoice.

The Distance Education Handbook has details of the Instalment Plan & penalties. Make out cheques or money orders to Morling College.

IMPORTANT DATES for SEMESTER 1, 2012

Semester duration: 21 Feb- 30 June 2012
Enrolment Deadline: 27 January (or late fees may be charged)
Upfront Payment deadline: 24 February
FEE-HELP Request forms: 9 March (contact Registrar)

WITHDRAWAL PENALTY DATES

Administration Date: 2 March (REFUND and FEES apply after his date)
CENSUS Date: 31 March (NO REFUND given after this date)
Fail Withdrawal Date: 11 May (Academic Penalties apply after this date)
*Please consult Registrar for Penalty dates for INTENSIVE units



CONTACT INFORMATION

All students must supply this information, even if unchanged since your last enrolment.

All students: I permit the boxed information (below) to be published in the Student Directory. Yes / No

Preferred Postal Address _____

City/Town/Suburb _____ State _____ Postcode _____

Residential Address (if different from above) _____

City/Town/Suburb _____ State _____ Postcode _____

Phone No. (____) _____ 2nd Phone No. (____) _____

Mobile _____ Fax (____) _____

Email address 1 _____

Email address 2 _____

Marital Status _____ Name of Spouse _____

Current Primary Sponsoring College _____ FEE-HELP form submitted? Yes / No

Country of Citizenship _____ Language Spoken At Home _____

Church currently attending (its full name) _____

Will you COMPLETE **GRADUATION** REQUIREMENTS in this Semester? – YES / NO

NAME _____ AWARD _____

Will you attend the Graduation Ceremony? YES / NO / Unsure → If yes/unsure, please supply:

Height (cm) Your Church Name

Head Circumference (cm) Your Church's postal address

(For academic dress purposes)

NEW STUDENTS TO MORLING COLLEGE ONLY

Do you wish to gain credit for earlier theological studies towards this Award? YES / NO

If YES, please attach copies of transcripts of those former studies.

Pastor's Reference: Morling College requires that a Pastor's Reference accompany this enrolment if you are commencing theological study. Students who belong to another college and are simply taking a Morling unit towards an award already started need not supply a Reference.

PRIOR EDUCATION:

PRIOR THEOLOGICAL STUDY: **COLLEGE:**

ARE YOU RECEIVING, OR WILL YOU APPLY FOR, AUSTUDY/YOUTH ALLOWANCE? YES / NO

FULL-TIME STUDENTS: tick this box to receive information on the Morling Scholarship Scheme:

PART-TIME STUDENTS: Are you currently in full-time ministry in a NSW or ACT Baptist Church? YES / NO

(If Yes, please provide a Confirmation letter from your Church if you wish to apply for either/both below.)

If so, do you wish to receive a 5% discount off your Morling fees? YES / NO

If so, do you wish to apply for a Morling Scholarship Scheme Grant? YES / NO

ENROLMENT IN ACT UNITS

this form has 2 pages and MUST be SIGNED on page 2 by ALL STUDENTS, new & continuing.

Calendar YEAR: SEMESTER: ACT STUDENT NUMBER:

NAME IN FULL:
Title First Name(s) SURNAME

CONTACT DETAILS: Term address:

No. & Street:		
Suburb/Town:	State:	Postcode:
Phone:	Mobile:	
Email:		
Date of Birth:		

Permanent Home address (overseas students MUST fill in their HOME country details):

No. & Street:		
Suburb	Postcode:	
Country (if not Australia):		
Phone:	Mobile:	
Email:		

ENROLMENT DETAILS: *16cps is considered a normal, full-time enrolment. No more than 20cps per semester can be taken.*

Course: <small>(e.g., "BMin")</small>	Unit Code: <small>(e.g., "NT301")</small>	Unit title: <small>(e.g., "Content & Setting of the Gospel Tradition")</small>	Distance – Yes/No	College

Primary Sponsoring College (if different from above):

Does your Primary Sponsoring College know that you are enrolling in Units with another ACT College? YES / NO

Are you a FEE-HELP student? YES / NO

If YES, have you previously submitted a Request for FEE-HELP Assistance form? YES / NO—get a form from your College and submit it with enrolment.

CONTINUING STUDENTS ONLY (Do not forget to sign on Page 2)

Have any of your details regarding citizenship, disabilities or tertiary qualifications changed since you first enrolled in this course? YES / NO
If YES, please provide updated details on page 2.

NEW STUDENTS MUST COMPLETE THIS SECTION

DEEWR require the following information to improve data-gathering on socioeconomic status, resulting from their 2007 study *Advancing Equity and Participation in Higher Education*.

<p>1a. What was the highest level of education completed by your parent/guardian #1? <i>(place tick or cross in the appropriate box):</i></p> <p>1. <input type="checkbox"/> Postgraduate qualifications (e.g. Masters, PhD)</p> <p>2. <input type="checkbox"/> Bachelor qualification</p> <p>3. <input type="checkbox"/> Other post-school qualification (e.g. VET/TAFE certificate, apprenticeship, associate degree or diploma)</p> <p>4. <input type="checkbox"/> Completed Year 12 or equivalent</p> <p>5. <input type="checkbox"/> Did not complete Year 12 or equivalent</p> <p>6. <input type="checkbox"/> Don't know</p> <p>7. <input type="checkbox"/> Not applicable</p>	<p>2a. What was the highest level of education completed by your parent/guardian #2? <i>(place tick or cross in the appropriate box):</i></p> <p>1. <input type="checkbox"/> Postgraduate qualifications (e.g. Masters, PhD)</p> <p>2. <input type="checkbox"/> Bachelor qualification</p> <p>3. <input type="checkbox"/> Other post-school qualification (e.g. VET/TAFE certificate, apprenticeship, associate degree or diploma)</p> <p>4. <input type="checkbox"/> Completed Year 12 or equivalent</p> <p>5. <input type="checkbox"/> Did not complete Year 12 or equivalent</p> <p>6. <input type="checkbox"/> Don't know</p> <p>7. <input type="checkbox"/> Not applicable</p>
<p>1b. Parent/Guardian #1 is: <input type="checkbox"/> Female / <input type="checkbox"/> Male</p>	<p>2b. Parent/Guardian #2 is: <input type="checkbox"/> Female / <input type="checkbox"/> Male</p>

