

# ***Calvary Academics Mentor Centre***

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***Academic Programmes:  
Bachelor and Bachelor of Honours***  
*(Each starting with a Higher Diploma)*

# ***Bachelor Prospectus***

**2010**

**BPR**

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***Utilizing advanced e-learning technology***

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# ***CLT Introduction***

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## **CHRISTIAN LIFE TRAINING (CLT)** — publishing as Calvary Academics

Christian Life Training (CLT) is one of the most dynamic and rapidly growing educational institutions in South Africa. CLT was established in 1985 when training material was prepared and published for the church. A series of short courses were launched in 1990 to enable local churches country-wide to operate their own Bible Schools. We call these Tuition Centres.

## **ACCEPTANCE AND GROWTH**

Overwhelming acceptance by churches and denominations was shown when 200 Bible Schools with over 7,000 students were started in the first 40 months of introduction. We now have over 12,000 students.

In late 1998 courses were restructured, and finalized in 2003, to form our short course basis for pastoral ministry training (390 credits in total) and to train Bible School lecturers. These courses are credit banked through RPL into qualifications conferred by an e-Learning University and Colleges. Students intending to do post-graduate studies should contact the Calvary Academics mentor centre in order to plan their academic path and choose suitable academic courses.

## **ACCREDITATION — CLT**

In 1999, CLT lodged their registration as a Private Higher Educational Institution with SAQA which gave conditional accreditation for the B.Min degree in 2000. When legislation changed in 2003, CLT started offering short courses and stopped issuing whole programme certificates. Earned credits (however earned) are protected through RPL (by legislation). Accreditation is neither available nor required for short courses. Quality learning through contact **mentoring** is preferable and Biblical.

CLT, since August 2003, enjoys accreditation from **Christian Quality Assurance (CQA)**, an international accreditation standard for higher educational institutions. However, **we do not use this status** to offer our own programmes for qualifications.

## **CENTRE FOR MINISTRY TRAINING**

We have invited many other organizations to house their own CQA quality learning under our umbrella. The use of qualified academics has enabled us to be successful in its short course delivery and its post-graduate **mentoring** services.

The purpose of a Tuition Centre is to present and administer ministry courses (Mentored for a Certificate and Diploma) and in some cases to act as tutors to **B.Min** (Bachelor of Ministry) students, as well as directing **M.Min** and doctoral students directly to a suitable local or international University Faculty.

# Mission Statement

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## Purpose

Our purpose is to assist the local church in training believers to develop and grow as Christian workers and Church leaders – to be obedient to the **Great Commission**.

## Mission

Being a Mentoring Centre for Ministry and Divinity, a service institution which uses e-learning technology to equip Training Centres to offer quality education, whilst adhering to a **Christian value system**.

Our aim is to develop knowledge of the Word of God — to be able to communicate and defend it — and to prepare for the continual study of it.

We provide quality academic and sound professional training to equip members of the local church to do the work of ministry, duplicate themselves through leadership training, and to become managers of these leaders to encourage maturity. We base our courses on uniquely balanced **five-fold ministry** learning outcomes for **Ministry** which are locally accessible, technically supported, and financially affordable.

## Objectives

1. To promote personal spiritual growth.
2. To establish understanding of the church, its life and its ministries.
3. To provide training in that particular ministry to which the student is called.
4. To prepare leadership through on-the-job skills training.
5. To develop an applicable **Objective Directed Learning (ODL)** programme for the local Church.
6. To establish strategically situated **Tuition Centres (TC's)** which will facilitate academic support and student mentoring, using academically qualified and professionally trained facilitators with relevant practical experience in their field of specialisation.
7. To provide affordable and practical **ODL** training that is sensitive to the personal needs, aptitudes, individual potential and value system of every student; to develop the whole person for **a lifetime of learning**.

# Calvary Advantages

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## WHY SHOULD THE CALVARY CURRICULUM BE USED?

The CLT and now the Calvary Academics courses have been very well received by pastors. Often students experience a transformation in their lives and receive a personal calling into ministry. A few very **fundamental differences** are at the root of this success:

### BUILDING ON CHURCH LIFE & MINISTRY

Since ODL is the contemporary approach, our emphasis is on skills, ability to perform, as well as academic knowledge applied in its Ministry for Church Life context. We also offer a Divinity direction. **Our training** is therefore a careful balance of **academic theological input** and **applied practical training**. The Church Life programme with its **life skills** can therefore be followed with a Theological course such as is offered by universities and seminaries.

### CONTACT TUITION

Student-mentor interaction is still the best way of learning. This is the basis of discipleship learning. Whilst we use modern technology, we have not attempted to do away with the lecturer. For each short course the student will attend several contact sessions of 40 to 60 minutes each with a mentor as they may arrange. Where possible, the sessions include group discussions.

### PRACTICAL EXPERIENCE

Students get hands-on experience by being involved **in the life of the church**. This learning method is a form of on-the-job training. They encounter real needs and problems, are involved in group-work, do projects or short-term missions, work with other cultures, encounter challenges and find solutions.

### COUNTRY-WIDE AVAILABILITY

The fact that **Tuition Centres** are situated in the student's home-town (in about 240 localities), allow the students to remain in their daily work whilst studying part-time. Each Tuition Centre has the final say about college fees.

# Recognition

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## UNIVERSITIES

When a student presents any qualification to a University or College (locally or abroad) for evaluation, four factors are usually considered:

- What was the student's **school qualification** (e.g. Matric)
- What was the **content and purpose** of the programme (character and field)
- Is the institution accredited to align to internationally **accepted standards**
- Can the University determine the **content of the curriculum** for RPL

We have made our short courses in Ministry known to various universities. We have developed a set of short courses equivalent to Bachelor and Honours programmes which are recognised by Calvary University (an e-Learning University) and Oral Roberts University: our students holding these excellent qualifications may continue with an Honours or Masters. Since the B.Min. is a very practical course, it would need a theoretical bridging course into a Theological course. Vice versa, a B.Th. would need supplementing with a Ministry bridging course to slot into our typical Ministry training.

The approach that most universities take is that every student is considered on his or her own merit. The arrangement with all co-operating institutions is that for selection they would refer any Calvary student back to us, and we would respond with our recommendation.

Each course has its specific application, and is therefore best suited to train members to be **workers** and **leaders** in a church. Many pastors feel that, having trained their own **leaders**, the B.Min is an excellent finishing course, particularly for **Pastors** of the Pentecostal-Charismatic persuasion.

## CHURCHES

Most churches are now very aware of Calvary's programmes; which some institutions have recognised or accredited through RPL into qualifications. It is up to each Denomination to determine which **induction course** is expected from a pastoral candidate before his or her ordination. As time goes by, more and more students achieve the outcomes of our excellent material. The conferred **Bachelor of Ministry/Divinity** qualifications have taken their rightful place as acceptable training for ordained ministers.

# Church Life Programme

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## COURSES OFFERED FOR CHURCH MINISTRY

We have pioneered the **Ministry Training** and **Church Life** concepts in South Africa. More than 240 Tuition Centres are offering courses to equip the local church with qualified workers, leaders and pastoral managers.

Our advanced Ministry mentoring has been especially designed to meet the needs of a vibrant church which is Holy Spirit led through a **five-fold leadership structure**. The principle followed is found in Ephesians 4:11,12 which states the purpose of this leadership is to “**equip the saints for the work of ministry**”. When learners train each other in a group situation, we apply "social constructivist" learning principles. This is the most up-to-date learning, referred to in Ex 12:26.

Church **members** (Cert) are trained to minister (Dip) and take leadership (H.Dip). The five-fold ministry church should facilitate and direct such learning. In the Bachelor years we train potential leaders in the knowledge and skills of the five-fold ministry, which includes the skill of **training** others. 2Tim 2:2

## THE FIELD OF STUDY

Effective Church ministry has a broader study focus than the narrow and critical theological direction provided by traditional seminaries. Theology is, however, not left out of our Church Life training courses. A careful balance is struck by using the objectives approach as a point of departure. To achieve the **outcome** to be five-fold ministry, we direct our learning by objectives to build **five specific abilities** which enhance **Church life ministry**:

- Leading – **Apostolic** training
- Speaking – **Prophetic** training
- Equipping – Teacher training
- Proclaiming – Evangelist training
- Caring – Pastoral training

This approach has been freely accepted by many active Pentecostal, Charismatic and Renewal communities. Since 1990 many local churches have significantly benefited from the abilities developed by our students.

# Programme Design

We will help students to make the right choice when registering at a University

## MENTORED MINISTRY PROGRAMME DESIGN

We offer courses used by students **as building blocks for qualifications.**

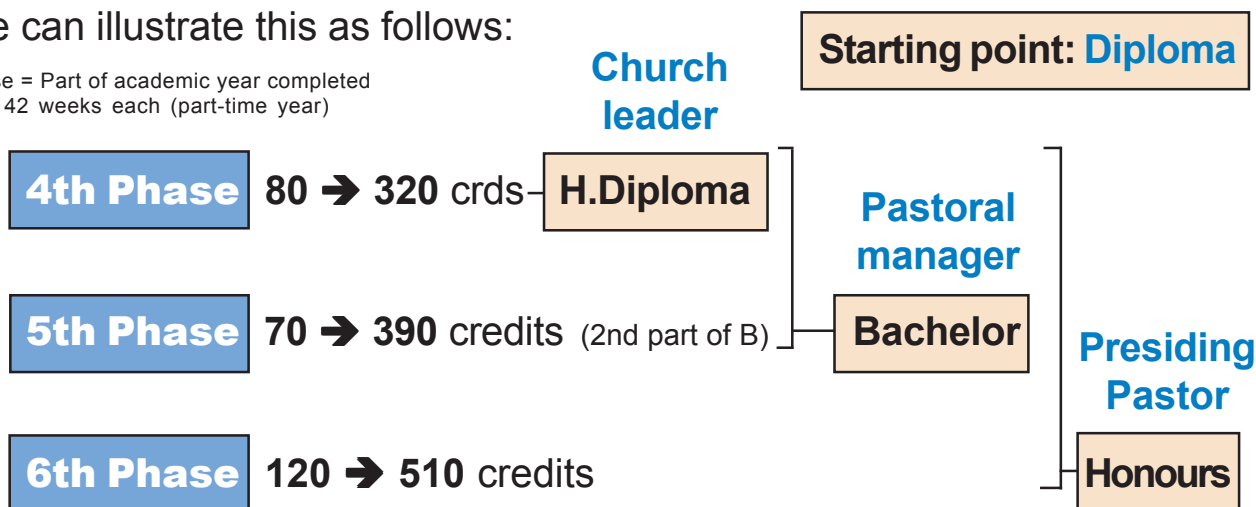
Our Church Life Diploma has been carefully planned to fit into the complete programme leading to a Bachelor of Ministry and its Honours programme.

Note: Bachelor of Ministry = B.Min; Bachelor of Ministry (Honours) = B.Min(Hons).

The 4-year Bachelor (Hons) programme has two exit points: a Higher Diploma and a Bachelor. Each academic phase matches **a complete qualification**: as a **church leader, pastoral manager or presiding pastor**. The training is focused on these specific outcomes and are as such complete. When the other phases are added, the student has been trained in a wholesome programme.

We can illustrate this as follows:

Phase = Part of academic year completed over 42 weeks each (part-time year)



Any B.Min programme may also contain a specialist component such as Counselling, Theology, Messianic Studies, Communication or Management. This component should be  $\pm 70$  credits in order that a Bachelor of Ministry (**460** credits) with an endorsement (e.g. in Biblical Counselling) be applied for.

If the specialist field is also the same as the specialisation of the higher qualification, the B.Min(Honours) degree, the credits are **portable**. A **major (two courses)** is required for this. The endorsement therefore may be used as portable credits towards the B.Min. (Hons). Enquire at your University.

We do **not** offer or confer qualifications but issue an attendance certificate indicating the earned credits. This can be conferred by other accredited institutions (such as an e-Learning University or College) as a **qualification**.

# ***Bachelor of Ministry***

*We are not accredited to offer our own degrees, but mentor Bachelor students.*

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## **ADMISSION TO THE B.MIN COURSES**

The learner who is registered with Calvary University enrolls at a Tuition Centre to be mentored. The local TC only supplies a suitable Tutor, but the 27 reports (assignments) are finally marked by a CU moderator. The TC does the administrative work of determining entry level, RPL (prior learning), filling in the Student Progress card, receiving the mentor fees and making their library available. [Note: Page 4 and 5 will only start in 2012 and 13]

## **WHAT ARE THE MENTORING FEES for 2010?**

The following mentoring fee for the B.Min. course (27 reports) applies:

- **R5,400** (25% on registration, and 3 x R1350 during studies with submissions) (Hand in the yellow page) (In 2010 this will still be R5,400)

These fees are paid through the Tutor or the Bible School to us **upon submission** of each of the four stages of documents that are sent in. These are: documents during the registration stage, the first 2 assignments, the next 10 and then the rest. Of this amount the Tutor receives 40% in his/her account as was provided for on the Tutor registration form.

## **WHAT ARE THE REQUIREMENTS?**

The candidate must hold a Diploma in Ministry, or obtain one by doing one of two bridging courses (see pages 27 & 28). The candidate must also have Matric or grade 10, be over 22 or, alternately, be older than 45, regardless of qualification. He/she should have access to a computer, be computer literate, have a good grasp of English and understand the basics of research.

## **HOW DOES A STUDENT STUDY?**

A total of 27 major fields are presented, each having about 7 sub-fields of study. These must be read and a required number of reports must be handed in to be evaluated. Four practical tasks are also performed and marked.

## **HOW LONG DO THESE SHORT COURSES TAKE?**

Since these courses are completed on a part-time basis, the candidate is granted 24 months for handing in the 27 reports. Extension of 2 months is granted if the student applies through the Tutor or TC, giving reasons for the delay.

# **Bachelor/Hons. Tutor**

*The role of a qualified person facilitating contact learning at degree level*

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## **DEFINITION OF A TUTOR**

A private teacher, typically one who teaches a single pupil or a very small group. A university or college teacher responsible for assigned students. USA: An assistant lecturer in a college or university. – Concise Oxford Dictionary.

## **WHAT IS EXPECTED OF A TUTOR?**

The personal tutor can walk an academic distance with the graduate student, to assist in the learning process. The student needs someone to give guidance, advice, be a sounding board, offer a wise opinion. Such a person has to have a thorough familiarity with the field of Ministry, and preferably understand the charismatic/Pentecostal way of thinking. Throughout the Bachelor guide, references are made to the task of the Tutor.

## **PRACTICAL MARKING**

The Tutor is the appointed person responsible for marking, or to oversee the (self/group) marking as is prescribed in the guide for practical Tasks. Marking schedules are used for the practical assessments.

## **TAKING ORAL TESTS**

In order to gauge the depth of understanding arising from the student's reading, the Tutor needs to have regular interviews with the student. These interviews may also take the form of a group discussion, and are beneficial to the student's ability to reason, interact and participate in logical thinking. A mark is allocated to each student during these sessions. The Tutor will also know whether the material was, indeed, read.

## **FEEDBACK SOUNDING BOARD**

The Bachelor candidate should ask specific questions drawn up for assignments in order to get feedback on how well the reports were written. If necessary the report or essay is then re-written, incorporating the indicated corrections. When the required number of assignments has been completed under Tutor supervision, the student or Tutor must send them in for marking.

# Programme Structure

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## MAIN FEATURES OF A PROGRAMME

The **short courses** for a Ministry Curriculum have been carefully balanced around sound educational principles, and conform to internationally accepted structures described by **CQA**. A student can offer a transcript of earned credits which may form **the basis of a qualification** which a University or College can issue through **Recognition of Prior Learning**.

## IT THEREFORE HAS THE FOLLOWING CHARACTERISTICS:

- course credits that add up to 120/150 credits per qualification level
- provides a qualification exit point after each academic phase (as listed)
- subjects are classified as modules, electives and skills
- more advanced courses are taken in a year following basic courses
- the courses that belong together are grouped in semesters and, through RPL, form meaningful qualifications at accredited institutions

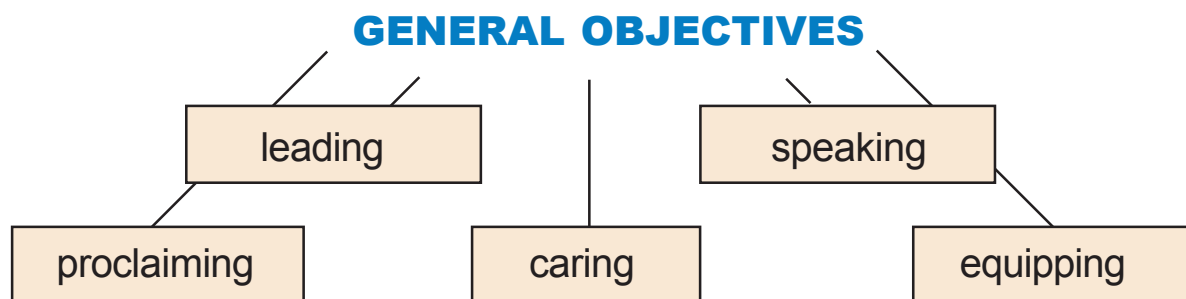
## PRINCIPLES BUILT INTO OUR SHORT COURSES:

- Our short courses are **integrated** with **life skills**, **social skills** and **leadership management** as required for church and community environments, and will be of great advantage in all spheres of life.
- We offer a **standard** accredited by CQA. This gives **credibility** to its national and international acceptance of credits and course mentorship.
- **Access** is provided to enter the level of education and training appropriate to all prospective students – in such a way that they will be able to make progress towards qualifications at accredited institutions.
- Our courses indicate **portable credits**, and students can transfer them from one learning institution to another for eventual further studies.
- We subscribe to the principle of “**Recognition of Prior Learning**” (RPL). Through assessment we will give credit to learning which has been acquired in different ways (e.g. life-skills, on-the-job experience, and previously attended courses or whole learning programmes).

# Objective Directed

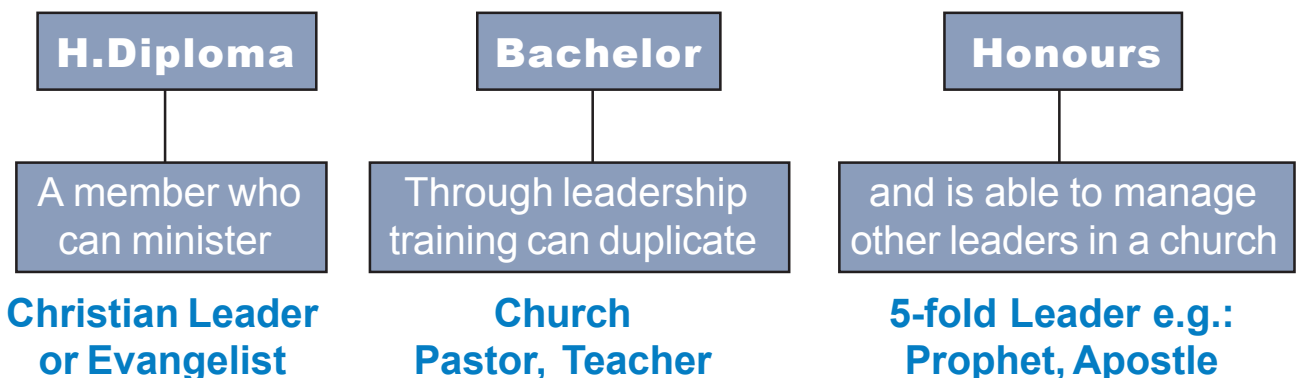
## REACHING OUTCOMES THROUGH OBJECTIVES

All courses which students may offer as credits towards qualifications are directed by appropriate objectives. A student will have academic knowledge and understanding, but most important of all – he or she **will develop certain abilities** i.e. to plan, communicate, speak, prophesy, work with people, proclaim the gospel, interpret Scripture theologically, care for members of a congregation and prove able to equip others for ministry.



## SPECIFIC OUTCOMES

Each year is aimed at a **specific level of ministry**. Every student will receive deeper insight into the kind of ministry he or she is suited for. It is generally true that more basic or fundamental knowledge and skills are imparted in the first courses, and more advanced ones are acquired later.



*Calvary is regarded as being on the forefront of mentoring, from Bachelor up to Doctorate.*

# ***Practical Learning***

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## **Location of Training**

With regard to the training environment, the modern trend is moving away from a seminary training environment **towards short course training in the church**, which allows for experiential learning and ministering in a real **Church-life** environment. This method is a form of on-the-job training.

**This brings about a specific advantage:** A **larger percentage** of students study a basic and general set of learning objectives; they then progress into more advanced learning. **Members** begin to train as **workers** then become **leaders** and finally may even enrol for pastoral training. These naturally layered objectives have greater appeal to a wide student base.

## **Practical Work Environment**

At the same time this has an advantage for the church in that its group of new believers is **established in the principles** of discipleship training, and the workers of the church are trained **to support the pastor** in his work, while they become leaders. They may also discover their own ministry to enhance church life.

In the beginning stages, students study courses that have a **general application** which adds to the **portability** of their credits. Studies take place in the **practical Church environment**. This is where they will learn discipleship and sharpen necessary skills for the work of ministry such as **Christian leadership, church management** and a **pastoral calling**.

The student does not learn exclusively through intellectual conjecture or an emphasis on academic searching through theological concepts, but will also gain **experience from ministering** in real life **in the Church**.

## **Project/Mission Experience**

Students may even submit proposals for community projects. These projects can be discussed, consolidated, and improved upon in discussion groups. A portfolio or mission plan can be drawn up to convey the idea to role-players in commerce and industry for possible financial support. The students should also participate in a mission trip to a near or distant mission field to acquire **practical experience** of ministry and Church life.

# Tuition Method

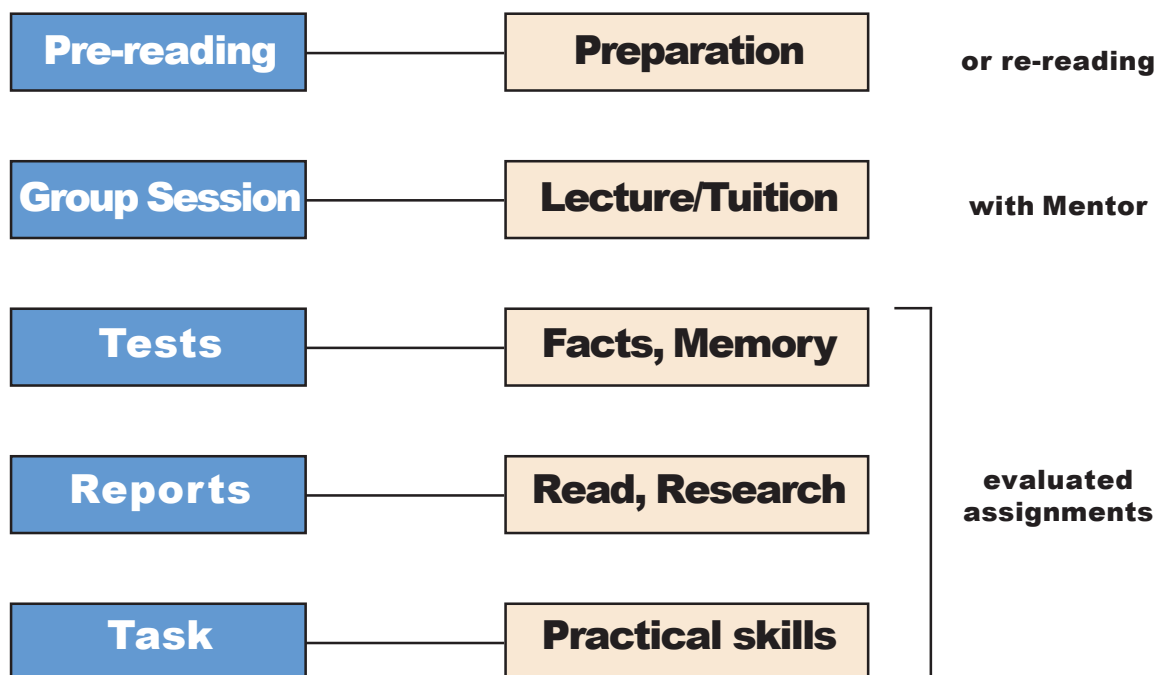
## SPECIFIC METHOD OF TUITION

Each Tuition Centre follows a 5-phase tuition method. By following this method, we can **justify the ±80 credits** (each 10 notional hours) a student earns by studying each Phase. To complete enough credits towards a qualification a student must complete at least 120 credits per **academic year**.

### The Student:

1. Prepares by **Reading** the lecture material (making notes with underlining)
2. Participates in the **Lecture** and/or contributes in a group discussion
3. Uses the **Work Book** to internalise the material and write the test
4. Prepares a **Report(s)** through research reading, analysing and writing
5. Ministers and does the practical **Task** – being group- or self-assessed

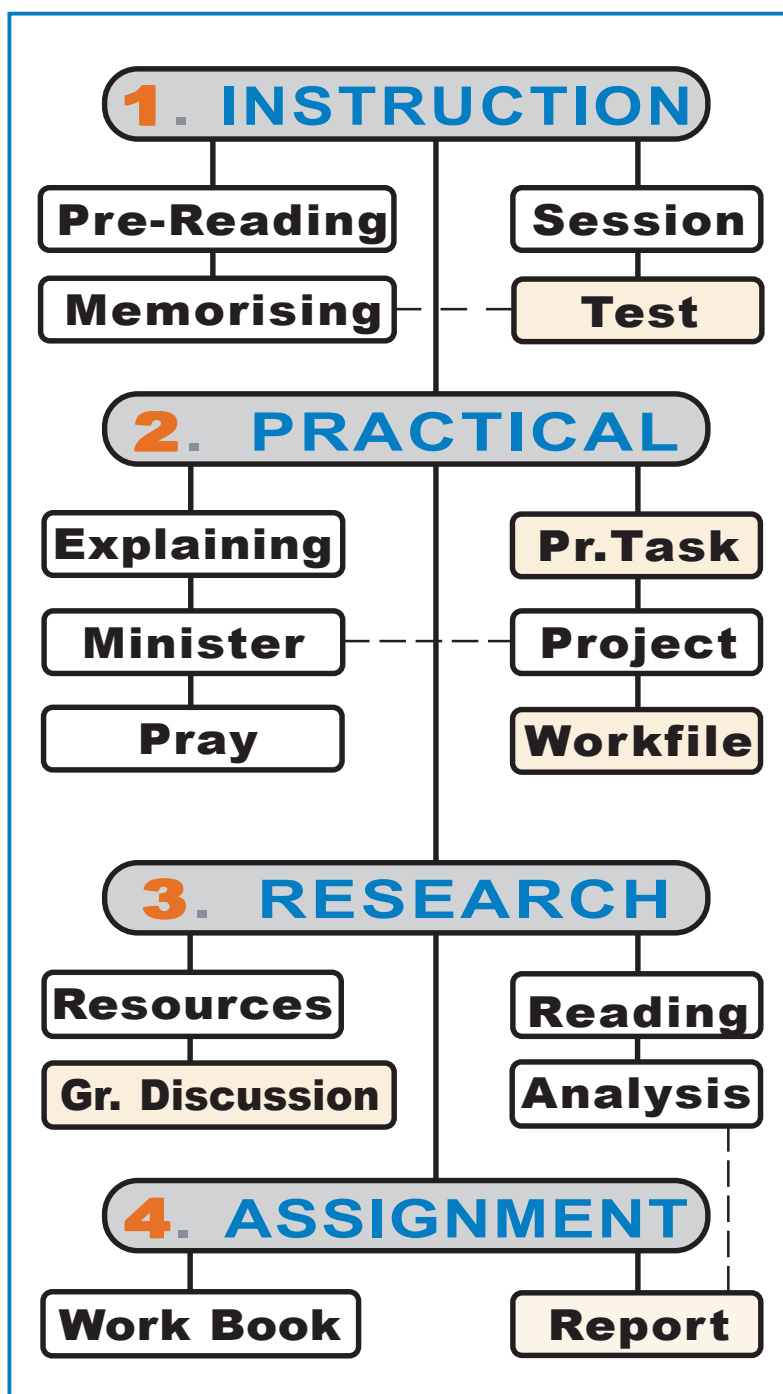
## ILLUSTRATION: 5-PHASE METHOD



If this method is followed, the material from the more than 120 lectures will have been **processed** by the student during ± 800 hours of academic activity to earn ± 80 credits for any given semester programme.

# Learning Steps

These are the **activities** which will equip the learner with the required balance of academic **knowledge** and practical **skills** and the ability to **integrate** learning inputs. Different **elements** of these activities earn marks which add up to the **module mark**.



Material provided in the lecture book is **read** before attending the session. Each session of 45 to 60 minutes includes:

- 1. Presentation** of study materials
- 2. Group Activities** involving individual learners in group situations (research).

The factual content retention of session material is assessed in a **test**.

The practical work will **develop skills**. Each learner **talks** about it with associates and others and **prays** about the material while listening to the Lord. They **explain & minister** wherever they can. These activities prepare them for performing the **task** or **project** which counts for practical marks. All the evidence is gathered in a **Workfile**.

Through research, other relevant material is found. This is an important learning activity. **Key terms** and **concepts** are provided. These are helpful **definitions** and **studying** them will improve "word power".

**Reading** books and articles on the same topic will add greatly to the learner's knowledge and is helpful for writing reports. A list of recommended books is given. Surfing and **searching** the Internet will provide more than enough resources for **research** and **groupwork**.

To help students to work through the lecture again, and to evaluate how well they grasped the material, they must complete and mark the **Work Book**. The theoretical **Test** is compiled from these questions.

One or two **assignments** or **Reports** are completed per module for a mark.

# Threefold Assessment

## ASSESSMENT USED IN MENTORING

To prepare for exams, we have devised a learning and assessment model that is truly effective and will reflect the **level of achieved objectives** in three areas:

- Cognitive **retention** (memory) and grasp of academic knowledge
- **Integration** of learned facts, principles and models through *writing*
- **Skills** and abilities to perform realistic and practical ministry tasks

All short courses are divided into modules of 5 to 14 credits each. The student will be assessed in each module by means of four types of instruments:

		(per module)
Tests	Memory	30%
Reports	Integration	40%
Tasks	Skills	20%
Group Work	(Mission) Project	10%
		<hr/> 100%

The first three assessments usually count for 20% to 40% (or 30%) and the group work 10% of the total module mark. The modules are all added up and their total weight determines the mark for the whole programme.

Pass-mark for courses at **Certificate** level is 50%.

Pass-mark for courses at **Diploma** level is 55%.

Pass-mark for courses at **Bachelor** level is 60%.

The class average should be about 68-72%

A *distinction* is earned only at 80% and it receives the description **Cum Laude**. A **Cum Laude** is given for exceptional work – we expect the marking to be strict in order to result in about 20% of a 1st year class attaining this distinction.

# Research Library

The Library Category System is based on available books and the function of the five-fold ministry.

**Note:** The local Bible School may allocate these numbers <sup>32</sup> to categories of books for indexing their shelves.

## **BIBLE SCHOOL LIBRARIES:** (The order has changed slightly)

Bible Schools gradually build up their libraries and should **categorise** them:

### **Referencing**

BIBLES, <sup>01</sup> PARALLEL BIBLES <sup>01</sup>  
NEW TESTAMENTS <sup>01</sup>  
STUDY BIBLES <sup>02</sup>  
DEVOTIONAL BIBLES <sup>02</sup>  
CONCORDANCES <sup>03</sup>  
TOPICAL REFERENCE <sup>04</sup>  
BIBLE DICTIONARIES <sup>05</sup>  
BIBLE HANDBOOKS <sup>06</sup>  
BIBLE TIMES CUSTOMS <sup>06</sup>  
ARCHAEOLOGY <sup>07</sup>  
BIBLE LANDS ATLAS <sup>07</sup>  
DICTIONARIES & THESAURUS <sup>08</sup>  
OTHER SECULAR REFERENCE <sup>09</sup>

### **1 Leading**

BIBLE DEVELOPMENT <sup>11</sup>  
CHURCH HISTORY <sup>12</sup>  
CREEDS & AFFIRMATIONS <sup>13</sup>  
TEXTUAL CRITICISM <sup>14</sup>  
THEOLOGIANs <sup>15</sup>  
PIONEERS <sup>16</sup>  
LEADERSHIP (CHURCH) <sup>17</sup>  
LEADERSHIP (GENERAL) <sup>18</sup>  
MANAGEMENT <sup>19</sup>

### **2 Speaking**

OLD TESTAMENT (INTRO) <sup>21</sup>  
NEW TESTAMENT (INTRO) <sup>21</sup>  
COMMENTARIES (OT) <sup>22</sup>  
COMMENTARIES (NT) <sup>22</sup>  
ETHICS <sup>23</sup>  
10 COMMANDMENTS <sup>23</sup>  
HOLINESS <sup>23</sup>  
GREEK, <sup>24</sup> HEBREW <sup>24</sup>  
HERMENEUTICS <sup>25</sup>  
HOMILETICS <sup>26</sup>  
PREACHING HELPS <sup>26</sup>  
APOLOGETICS <sup>27</sup>  
PROPHECY <sup>28</sup>  
CLASSICS, <sup>29</sup> NOVELS <sup>29</sup>  
TESTIMONIES <sup>29</sup>

### **3 Proclaiming**

MISSIONS (PRINCIPLES) <sup>31</sup>  
MISSIONS (TARGETS) <sup>31</sup>  
EVANGELISM, <sup>32</sup> REVIVAL <sup>32</sup>  
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FASTING <sup>38</sup>  
RELIGIONS, <sup>39</sup> CULTS <sup>39</sup>  
THE OCCULT <sup>39</sup> SATAN <sup>39</sup>

### **4 Caring**

DISCIPLESHIP, <sup>41</sup>  
SHEPHERDING <sup>42</sup>  
CELL GROUPS <sup>43</sup>  
WOMEN & MEN <sup>44</sup> MARRIAGE <sup>44</sup>  
CHILDREN, <sup>45</sup> YOUTH <sup>45</sup>  
COUNSELLING (GENERAL) <sup>46</sup>  
COUNSELLING (SELF-HELP) <sup>46</sup>  
HEALING, <sup>47</sup> FAITH <sup>47</sup>  
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FINANCES <sup>49</sup>

### **5 Equipping**

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DOCTRINE (SINGLE TOPICS) <sup>52</sup>  
GOD, <sup>53</sup> CREATION <sup>53</sup> ISRAEL <sup>52</sup>  
JESUS <sup>53</sup>  
HOLY SPIRIT <sup>54</sup>  
END TIMES <sup>55</sup>  
DISPENSATIONALISM <sup>55</sup>  
BIBLE/GROUP STUDIES <sup>56</sup>  
ADULT EDUCATION <sup>56</sup>  
CHRISTIAN EDUCATION <sup>56</sup>  
ENGLISH (GRAMMAR/USAGE) <sup>57</sup>  
WRITING SKILLS <sup>57</sup>  
IT (COMPUTER), <sup>58</sup> RESEARCH <sup>59</sup>  
THEOLOGICAL JOURNALS <sup>59</sup>

# Fees & Refunds

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## FINANCIAL ARRANGEMENTS

Ministry training also involves **character building**. How we handle our financial business is a very important dimension of a Christian's life. The student receives very clear guidelines as to his or her financial commitment during the academic year. Before committing to a series of payments, the students must be sure of their ability to follow through on their undertaking.

## RECOMMENDED FEES PAID TO THE TUITION CENTRE

Most students study part time – completing one phase per year, equivalent to a qualification after a year and a half and a Diploma after three years. Our fee for each year is split up as a registration fee, and ten monthly payments during the year. This is then repeated for each subsequent year of study.

## FEES STRUCTURE 2009/10: (All fees are finalized at the TC)

The B.Min (not issued by us) is mentored by our tutors in two parts:

The **Shepherding** course and the completion of the **B.Min** course:

The costs **per phase** (Higher Diploma) are determined by the Centre, e.g.:

- **R2,657** tuition fees, (for example: R257 registration + 10 x R 240)

This brings the total for mentorship for the Bachelor of Ministry to:

- **Two phases: Dip.Shep. + B.Min.(phase 5): R2657 + R2753 = R 5,400**
- **4 Payments: 4 x R1,350** (25% on registration, and 3 payments of 25%)

**Note:** These fees do not include any extra offerings a school may arrange

## REFUND POLICY

Students are not made liable for their **whole tuition fee** in the event of early cancellation. Only their registration and any past monthly fees are **not** refunded. Should they decide to stop their studies at any time, and for any reason, they will be able to do so **without paying any future payments**, but will relinquish past payments and must still pay amounts owing up to that date. Books may be withheld if a student is constantly in arrears with tuition fee payments.

# The Mentored Student

Correspondence training is not a Biblical concept – Mentoring is

e-Learning

## DESCRIPTION OF A MENTORED STUDENT

A student enrolled for a Higher Diploma, Bachelor or Honours in any of the fields to whom is allocated a Mentor by the Tuition Centre for contact to receive guidance.

## STUDY MATERIAL

The **Bachelor** study material outlined on page 8 and 10 is used for *mentored students*. It forms the basis of a prescribed set of academic activities which, due to the absence of some of the formal lectures, is **different** in principle.

## METHOD OF LEARNING

These academic activities or elements of learning are brought in through a **Mentor** to compensate for the lack of lectures. Several activities are added:

- **Personal & Study Skills\***
- **Grammar Tuition**
- **Vocabulary Building**
- **Character Building**
- **Practical Ministry**
- **Communication Training\***
- **Human Relations\***
- **Extra Academic Reading**
- **Planned Bible Reading**
- **Scripture Memory Plan**

## MENTORED SESSIONS

\*Life Skills Courses

The Mentor oversees the progress made by the student by completing the **Module Report** and the **Course Material Order**. These worksheets prescribe activities that must take place in order to complete the curriculum (programme of modules), and in the end to receive the **certificate** or **qualification**. The Mentor facilitates the study process to satisfy the **credit requirements** (hours of activities) prescribed to reach the set **objectives**.

## ADDITIONAL ACADEMICS

To make up for the lack of lectures, the learner should **read** relevant books and articles, which are of *a suitable nature* with respect to the topics being studied. These may come from the Mentor's personal library or the student's own personal book acquisitions. The **Internet** and each **module CD** also provides an excellent source of research and suitable reading material.

## PRACTICAL TASKS

The student completes the prescribed Tasks called for in the **Practical** section: **Work** (in Church context), **Ministry** (in the community), **Mission** (in other area), and **Personal work** (caring for an individual for some time).

## SKILLS DEVELOPMENT

**Life skills** development suitable for Ministry such as: Study Skills, Grammar (oral/written) and Inter-personal Communication form part of the curriculum. This is studied in parallel with the other work.

## REGISTRATION ON CALVARY ACADEMICS (CA) WEBSITE

All **mentored students** at Higher Diploma and Bachelor level, must register on the Calvary Academics (CA) Website to gain student access to on-line resources and for automatic marking of on-line tests. The mentor will also record assessment marks on-line for the student. The cost per student is R120 for 150 credits, which may take up to 36 months (3 years) to complete.

## ASSESSMENT METHOD (e-learning)

The Student will be given marks by the **Mentor** for the **written assessments**, the **practical tasks**, **group work** (or discussion sessions) and the **Workfile** which shows proof of activities. Web-based **tests** are written on the CA Website. Tests count for about 34%. Students are to be trained to write the test on the CA Website. The student does the e-Cards that are provided on the CD, recording the page numbers, to help prepare for the random tests. This method provides the necessary proof of preparation.

## ADMISSION BY TUITION CENTRE

A mentored student applying for acceptance into the Bachelor or Honours programme receives entry by being registered by a Mentor or Tuition Centre in the normal way by providing **proof of identity** and **Diploma** results. We will allow the student to be mentored by an **approved Mentor** who is near the student's residence who will arrange classes and group sessions as necessary. The TC may charge the student an **admission fee** (recommended R200) per study year, or per phase in a calendar year.

## COURSE MATERIAL AND STUDY FEES

The **course material** is obtained for a **fee** as indicated per module. Mentor fees are paid to the Mentor per session\*. (See comment\* and **Mentor Guide**) International students applying to study, pay the web fees. They will be allocated to a TC and must submit the details of an acceptable Mentor.

# The Distance Mentor

*The distance mentor will assure spiritual growth while the student is trained*

*Making Disciples, Teaching*

## DEFINITION OF A MENTOR

An experienced and trusted adviser. An experienced person in an organisation who trains and counsels new employees or students. – Oxford Dictionary.

## WHO CAN BE A MENTOR?

A personal mentor will facilitate learning in areas that may be a considerable distance from a Tuition Centre. A Mentor has an appropriate qualification and, preferably, some experience in the field of Ministry. The Mentor is a person the student respects and can trust. Apart from a good reputation and professionalism, the Mentor must be able to handle some of the necessary evaluation of the learner's progress in the **Church Life Programme**.

## WHAT IS EXPECTED OF A MENTOR?

The Mentor must be available **in close proximity** to the mentored student who studies for a **Christian Life Certificate** or **Diploma**. Since the teaching model of our Lord Jesus Christ was one of **personal contact** and **spiritual input**, we believe that a student who **cannot** be at a Bible School where interactive sessions are offered, the **personal mentor principle** is acceptable.

The student needs someone to give guidance, advice, be a sounding board, and offer wise counsel. Such a person has to have a thorough grasp of **Church Life**, which embraces the Charismatic/Pentecostal way of thinking. The task of the Mentor is further defined in the **Mentor Guide**.

## FEEDBACK / SOUNDING BOARD

The mentored student should have regular meetings with the Mentor. The mentor may charge between R50 and R100 per session\*. The learner will receive guidance and feedback on, for instance, written assignments, e.g.:

- The general **layout** and usage of fonts, alignment and space in the essay
- The correct usage of a **reference system** for citation and Bibliography
- The **suitability** of books or Websites used as source material
- How the evidence found in the source material was **analysed**
- The way in which a **logical conclusion** was reached

\* Recommended fee for two or three learners is R50 each, and with a single learner R100 per session (40 to 80 minutes).

- Formulating and reaching an own **conclusion** or opinion
- How well the work was **formulated** (sentence construction etc.)
- Whether **reasoning** ability was shown
- Whether critical **evaluation** was applied
- Whether the **style** is clear enough for others to read
- Whether an understanding of the meaning of **words** was demonstrated

Since the student does not attend classes to hear live lectures, the Mentor creates a learning environment similar to the group discussions in a Tuition Centre. It is essential that the mentored student **reads** and **studies** the set section of the material before each meeting with the Mentor.

## ASSESSMENTS

The Mentor is responsible for the marking of assignments and tasks as required for each module. The evaluations are formative, which means that the student learns through performing of the task or group discussion for which an evaluation mark /% is given. Each Mentor should become familiarised with the **Web-access process** in order to assist the student. The final aim is that all tests will be written on-line by registered students. Each student must first be registered on the Website for a course in order to write the test. The Mentor can help the student with these tests by encouraging the student to use the e-cards that are be provided. Page numbers written on the e-card print-out will serve as proof of required preparation for the Web tests.

## COUNSELLING FOR DISCIPLESHIP

Since **the Bachelor of Ministry** is not only an academic course, but also preparation for the Ministry, students must have access to counselling on a spiritual level and academic level – preparing someone to work with people within a spiritual (Christian) faith context. The Mentor will be required to steer the student along prepared guidelines for suitable discussions, as well as monitoring appropriate activities.

## HOW A MENTOR IS APPOINTED

Mentors are registered at a Tuition Centre to act on their behalf to facilitate more effective learning. A TC representative will examine the suitability of the qualifications as well as the necessary practical experience needed for their mentoring function. A candidate will give proof of **qualification** (an appropriate qualification or being **over 40**) and **identification** by submitting certified copies of these documents. (See following pages) If a personal interview cannot be arranged, a **personal testimony** from a local pastor, or established academic, or professional, is acceptable.

# Student Records

*Administrative standards to manage basic student records for transcripts*

## INFORMATION MUST BE PERMANENT

A Tuition Centre staff should not rely on their personal knowledge of students. The TC will put all personal details and earned credits onto a permanent paper-based set of documents. This should be backed up by a computerised database system. There are at least **two basic forms** for recording students' vital permanent information (registration details and course marks):

### 1. STUDENT APPLICATION FORM (Registration details)

1

All the basic personal information needed. Issue the Student number (which depends on TC number, and the follow-up number between 001 and 999).

### 2. STUDENT AGREEMENT (On the bottom left of the above form)

Students must first read the prospectus, and the agreement, before signing this binding statement. There cannot be any complaints later should you want to withdraw, or claim to be ignorant of the rules.

### 3. ASSESSMENT RECORD (CL Certificate & Diploma) (Course marks)

All the marks of the three phases (completed over three years) were recorded. The **modules** were also grouped as **courses** of 80 credits. Should any student wish to register for a B.Min course, this form, together with a copy of the CL Diploma, will provide the transfer credits.

### BRIDGING COURSE REPORT (Green or Buff – for B.Min)

Transfer for students who hold a Diploma from another training organisation and need to complete a bridging course.

### TUTOR PROGRESS REPORT: 8 Courses and RPL (Yellow)

2

Used for calculating RPL for a student who has done other courses and degrees, or has years of Ministry experience, to apply for B.Min credits. The Dean/Tutor will examine the B.Min student's claims to help with the application.

### STUDENT PROFILE (Optional, Master available as a pdf, see Website)

A self evaluation character profile form for third year students to assist the Tutor in counselling. The Calvary courses also deal with character development.

# Recognition for Prior Learning

*Applied principles to preserve the learning gains and efforts of the past.*

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## WE ADHERE TO THE PRINCIPLE OF RPL

**Recognition for Prior Learning** assures that students do not lose credits for completed courses or valuable life experience when applying for courses for the third academic year, the Bachelor of Ministry. For recognition one can only count training and experience **relevant** to *Ministry* as valid.

## MINISTRY AND THEOLOGY

**Ministry** is a much wider field than **Theology**. It is also more practical. A student who already has a traditional seminary Diploma in Theology has usually missed these vital elements. To make up the difference, for the certificate phase we have a **Workers' Training** emphasis. For the second and third phase we have a **Leadership Training** emphasis. These form the **core curriculum** of those two academic years (completed in three phases).

## INCOMPLETE ACADEMIC PRIOR LEARNING – BC1

If students have completed a course, without the required academic outcomes, or if it was completed more than 7 years ago, **Bridging Course no 1**: code **BC1** must be prescribed. This contains our Systematic Theology, some advanced general subjects and three OT & NT modules.

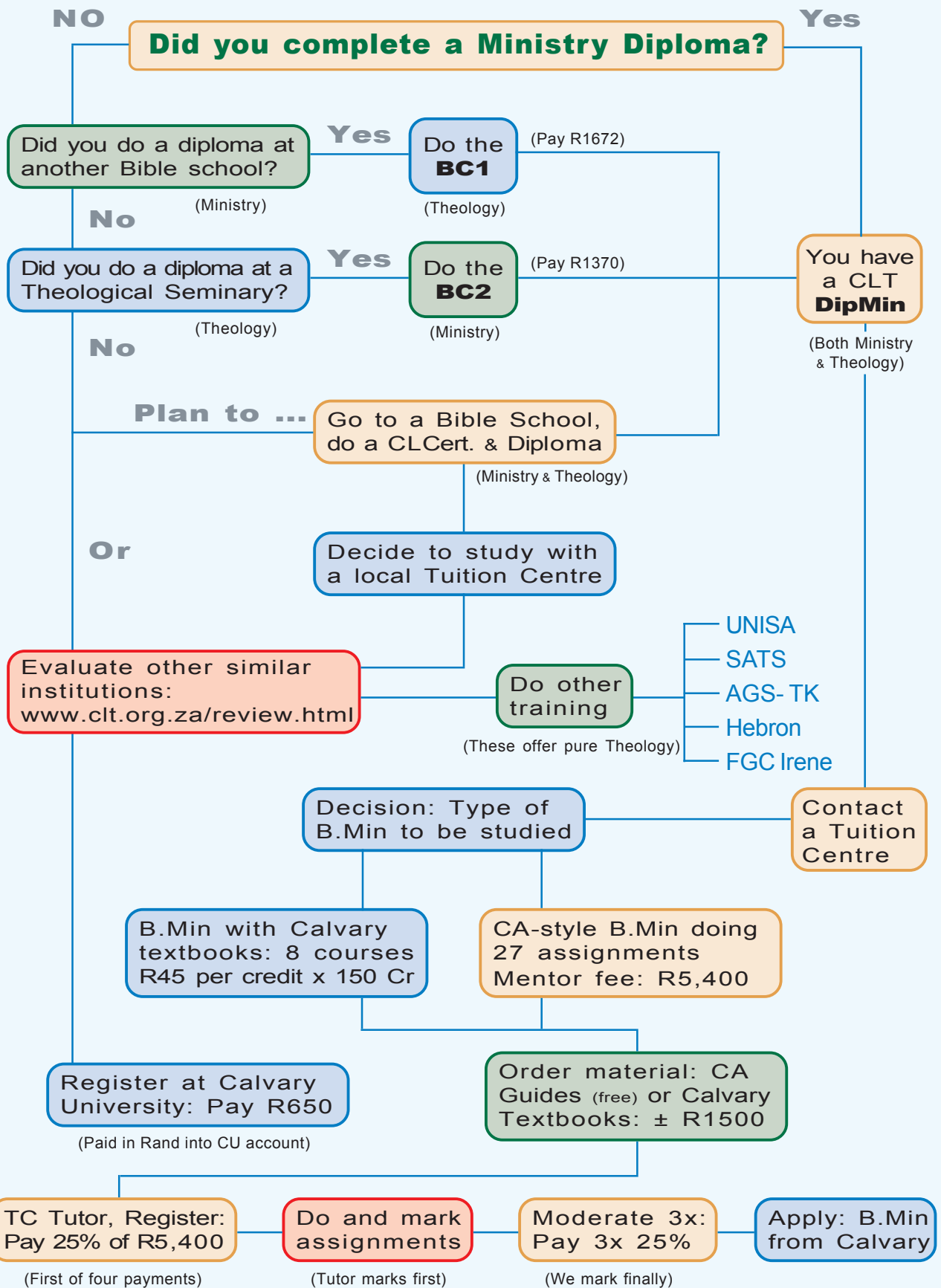
## BRIDGING FOR PRACTICAL EXPERIENCE – BC2

The core curriculum is used to construct **Bridging Course no 2**: code **BC2** for theology students. They do the **BC2** and then, if applicable, will get further **RPL** credits for the Bachelor year. This is determined by the Tutor in an interview using the **RPL yellow section on the form** as indicated. Lecturers and Pastors who lecture in the Bible School are also given credit for the lecturing experience. What they have lectured, they do not need to study again.

## MAKING DECISIONS AT BIBLE SCHOOL LEVEL

The Tuition Centre has contact with the students, knows them personally, and their abilities intimately. By taking all factors into account, the TC is expected to determine which bridging course (or both) each student should follow.

# Studying for a B.Min Degree



# Bridging Courses

*Two courses filling the gaps present in other Ministry or Theological programmes.*

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## **BRIDGING COURSE NO 1: BC1 (Academic focus)**

By examining a student's previous course material, the Dean of the Tuition Centre decides which material the student must still do. The course may have been completed a long time ago. Some of the topics listed below may be a repetition. Although course topics may be similar, they often teach at a lower level.

### **CONTENTS OF BC1: (Fees to the student: 5 Books: R1672)**

**BC1** consists mainly of subjects the student may have done, but if taken a long time ago, offered in an inadequate way or at a lower level then prescribe:

- DGR2** ————— Gifts of the Holy Spirit, Holy Spirit Anointing, Spiritual Authority, The King and His Kingdom.
- STH1,STH2**— Doctrine of God, Man and Sin, The Lord Jesus Christ, The Atonement, Salvation of God, The Holy Spirit, The New Testament Church, End-time Views.
- OTB1** ————— Genesis – Book of Firsts, Exodus – Book of Redemption, Leviticus – Book of Service, Judges – Faithfulness and Deliverance
- NTB1** ————— Gospel Survey, Gospel of John, Acts in Action, Romans – Good News for All.

## **BRIDGING COURSE NO 2: BC2 (Practical focus)**

Our Ministry course is totally different from traditional Theology studies. This different "**core curriculum**" is the material presented through **BC2**. It contains some of the books from the **Workers' Training Course** and the **Leaders' Training Course**.

### **CONTENTS OF BC2: (Fees to the student: 4 Books: R1370)**

The **Workers'** and **Leaders'** training course consists of:

- CHM2, MPR1** The Reality of Heaven, The Ten Commandments, Prophetic Min., Potential of Ministry, Analysis of Min., Supportive Gifts, Practical Ministry, Evangelism Training, Soulwinner's Guide.
- CHL1, CHL2** Basic Leader's Course, Min. of Leadership, Church Admin., Motivation, Leadership Profile, Excellence of Min., School of Obedience, Theology of Praise & Worship.

After completing a bridging course, we issue a **Christian Life Diploma** to students who already have another Diploma (e.g. in Theology). This will allow them to register for any **Bachelor of Ministry** at a University. These bridging courses are taken as part of the **application process**.

# Expected Standards

*The role of a qualified person facilitating contact learning at degree level*

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## ACADEMIC STUDIES – Bachelor through PhD.

In the land of "Academia" we learn about a field of knowledge through writing about it. This form of writing usually has a serious style, intended for a critical and informed audience, based on closely-investigated knowledge, and puts forward or suggests ideas or arguments. It has a high standard.

Writing is a process of reading and organising, planning and researching, using a range of sources, giving attention to style, grammar and punctuation.

### Objectives for Bachelor Students

**Research** – Use appropriate strategies to write in an **expository format** employing supporting evidence. Understand and use research methodologies. Formulate research questions, refine topics, develop a plan for research and organize what is known about the topic. Use research to support and develop your own opinion. Collect information to develop a topic and support a thesis. Find a variety of sources such as books, magazines, newspapers, journals, periodicals and the Internet and use them properly.

**Organizing** – Understand the concept of plagiarism and how to avoid it. Understand rules for paraphrasing, summarizing and quoting sources. Evaluate sources critically, discerning the quality of the materials, qualifying the strength of the evidence and arguments, determining their credibility, identifying bias and perspective of the author. Select relevant sources, appropriately include information.

**Writing** – Logically introduce and incorporate quotations; identify and describe different perspectives; synthesize information in a logical sequence; identify complexities and discrepancies in information; and offer support for conclusions.

### Our Aim for Post-graduate Candidates

To assist candidates to determine their focus of research in a specific field of expertise, completing the planning of life long learning in one field, laying the foundation of an advanced and specialist knowledge base for their research through a selection of courses, mastering the precise requirements of structuring research through a written proposal, and completing a dissertation in its various stages of academic writing.

# Copying – Plagiarism

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## THE AIM OF REPORTS & ESSAYS

A student is assessed on his/her ability to integrate knowledge gained through reading, by means of assignments which require the writing of a Report or an Essay. Aspects of this ability are that:

- The student has a basic knowledge, or fact basis of the field
- Understands relationships between different bodies of knowledge
- Has skills in research, selection of facts and logical arrangement
- Can formulate reports, has a good grasp of language and use of words
- Has a feeling for a pleasant, clean presentation of formatting & lay-out

During the progression of the learning programme, the learner's abilities and skills are shaped and improved in all these aspects of academic learning.

## SOURCE MATERIAL

During research the student, having a basic knowledge of the field of learning (in which a report or essay must be written), searches for additional facts; finding materials that are relevant (selection), varied and interesting. This is in itself an achievement – but this only counts for 10% of the mark.

## INSUFFICIENT PROOF OF ABILITY

Work that contains large portions of copied material cannot be marked for formulation, practicality, logical thought, presentation, use of language or selection of appropriate words. These are essential components of academic writing. Reading of the Report Writing Guide substantiates this.

## QUOTATION REQUIREMENT

The requirement/allowance of included quotations in a report or essay calls for a proper method of quoting the source. Indications as to the volume, frequency or extent of quoting are provided in the above-mentioned guide. Other than excerpts used to enhance a text that is written by the student to show all skills and abilities; any level of plagiarism is unacceptable to Calvary. It is the prerogative of lecturers to provide copied and referenced material to students, as long as this is within the boundaries of the copyright law.

# Calvary Academics

# B Bachelor's

## Programmes

### The Range of Bachelor programmes are:

<b>1. Ministry</b>	<b>— Higher Diploma, Bachelor, Honours</b>	<b>29</b>
<b>2. Divinity</b>	<b>— Higher Diploma, Bachelor, Honours</b>	<b>32</b>
<b>3. Counselling</b>	<b>— Higher Diploma, Bachelor, Hons.</b>	<b>35</b>
<b>4. Leadership</b>	<b>— Higher Diploma, Bachelor, Hons.</b>	<b>38</b>
<b>5. Education</b>	<b>— Higher Diploma, Bachelor, Hons.</b>	<b>41</b>
<b>6. Bus Admin.</b>	<b>— Higher Diploma, Bachelor, Hons.</b>	<b>44</b>
<b>7. Arts</b>	<b>— Higher Diploma, Bachelor, Honours</b>	<b>47</b>

### Structure of Bachelor Courses

A Diploma or Advanced Diploma (240 credits total) is followed by a Higher Diploma of 80 credits. It is named appropriately for the field it is taken in and forms the first part of the Bachelor. The student need not register for the Bachelor at this stage yet. The second part of the Bachelor carries the name of Bachelor and has a workload of 70 credits. At completion the Bachelor is awarded by Calvary. The next qualification is the Bachelor (Honours) in the same field and carries a workload of 120 credits, of which 72 credits are at level 7 of the NQF.

# Church Life Programme

Use CA courses in the new A4 format books within an e-learning environment.

## 1 Year part time: **Diploma in Shepherding**

Entry level: **Grade 10** (over 22) **or Matric + Christian Life Diploma**

Mentored through the following 7 modules:

**Credits**    **Orders**

● <b>Discipleship Growth</b> Vol 2	<b>DGR2</b>	<b>11</b>	}	<b>1</b>
<b>MicroSoft Excel</b>	<b>MSE</b>	<b>5</b>		
● <b>Equipped for Victory</b> Vol 2	<b>QPV2</b>	<b>12</b>	}	<b>2</b>
● <b>Christian Maturity</b> Vol 2	<b>CHM2</b>	<b>12</b>		
● <b>Ministry Principles &amp; Praxis</b> Vol 2	<b>MPR2</b>	<b>11</b>	}	<b>4</b>
<b>How to be a Self-starter</b>	<b>SST</b>	<b>2</b>		
● <b>Pastoral Training</b> Vol 2	<b>PTR2</b>	<b>12</b>	}	<b>5</b>
<b>Solving Problems</b>	<b>SPR</b>	<b>2</b>		
● <b>Old Testament Books</b> Vol 2	<b>OTB2</b>	<b>11</b>	}	<b>6</b>
<b>Increase your Word Power</b>	<b>IWP</b>	<b>2</b>		

Students **arrange sessions with their mentor** to complete the course. Self-study is a vital component. A Tuition Centre's **Mentor** provides contact. A learning guide sets out the work to be done. Some CD's are available.

**Note:** The main modules are: **11** Four of the modules are coupled with a **skill**, one of them an **IT skill**. The practical material should be read by the learner and applied in suitable but real-life situations. Apply for an advanced:

- **Diploma in Shepherding** +80 credits: total **320** credits (part of B.Min)

Should the student have sufficient IT experience **MSE** may be evaluated by **RPL**.

This is followed by a **Bachelor of Ministry** (see the page 9,10)

The Diploma in Shepherding is the first part of the Bachelor of Ministry. Upon completion the student received the Diploma certificate of 320 credits in total (adding 80 credits to 240 previously achieved). The student must then register with Calvary University to receive the Bachelor qualification at the end of studies.

# Bachelor Programme

Use CA courses in the new A4 format books within an e-learning environment.

## 1 Year part time: Bachelor of Ministry

Entry level: **Grade 10** (over 22) or **Matric + Diploma in Shepherding**

Mentored through the following 7 modules: **Credits** **Orders**

● <b>Systematic Theology</b> Vol 1	<b>STH1</b>	<b>8</b>	}	<b>1</b>
	Handling Responsibility	HRP		
● <b>Systematic Theology</b> Vol 2	<b>STH2</b>	<b>7</b>	}	<b>2</b>
	MicroSoft PowerPoint	MPT		
● <b>Bible Introduction</b>	<b>BBI</b>	<b>8</b>	}	<b>3</b>
	Plan & Lead Meetings	PLM		
● <b>New Testament Books</b> Vol 1	<b>NTB1</b>	<b>7</b>	}	<b>4</b>
	How to Teach Others	TCH		

**Note:** The main modules are: **8** Four of the modules are coupled with a **skill**, one of them an **IT skill**. The practical material should be read and applied in suitable but real-life situations. Also do one of the following groups: (**BM1** or **BM2**)

- |                                 |                 |   |
|---------------------------------|-----------------|---|
| 1. Leadership History           | <b>30 Crdts</b> | 5 |
| 2. General Management           |                 | 5 |
| 3. Business Management          |                 | 5 |
| 4. Administrative Management    |                 | 5 |
| 5. Human Resource Management    |                 | 5 |
| 6. Basic Accounting (Non-prof.) |                 | 5 |

- |                              |                 |    |
|------------------------------|-----------------|----|
| 1. Shepherding               | <b>30 Crdts</b> | 4  |
| 2. Organisational Behaviour  |                 | *6 |
| 3. Psychology Introduction   |                 | 6  |
| 4. Pastoral Psychology       |                 | *5 |
| 5. Counselling Praxis        |                 | 5  |
| 6. Making Decisions (Skill)  |                 | 2  |
| 7. Business Meetings (Skill) |                 | 2  |

Apply for a: Choose the final **30 credits** by completing either the left hand block OR the right hand group.

- **Bachelor of Ministry** +70 credits: total **390 credits** (part of B.Min)

Should the student have sufficient IT experience **MSP** may be evaluated by **RPL**.

This is followed by a **Bachelor of Ministry (Honours)** (see the page 17)

Students must register with **Calvary University** to obtain the qualification.

# Honours Programme

Use CA courses in the new A4 format books within an e-learning environment.

## 1 Year part time: Bachelor of Ministry – Honours

Entry level: **Diploma in Shepherding + Bachelor of Ministry**

Mentored through the 3 compulsory modules: **Credits** **Orders**

● <b>Bible Exegesis &amp; Hermeneutics</b>	<b>BXH</b>	<b>12</b>	}	<b>1</b>
Critical Reading	<b>CRD</b>	<b>2</b>		
● <b>Research Methodology</b>	<b>REM</b>	<b>16</b>	}	<b>2</b>
Creating Good Ideas	<b>CGD</b>	<b>2</b>		
MicroSoft Office	<b>MSO</b>	<b>2</b>		
● <b>Project/Mini Dissertation</b>	<b>PRJ</b>	<b>20</b>	}	<b>3</b>
Planning – Intro	<b>PLI</b>	<b>2</b>		
		<b>Credits: 56</b>		

The IT skill **MSO** may be evaluated by RPL.

**Selection:** Complete the above 3 compulsory modules. Each has an associated **skill**. There is one **IT skill**. Then select **four** of the seven intro modules below and concentrate on **three** others by adding also 3 more advanced modules:

### Introduction: Choose 4 modules

1. Bible Based Counselling **BBC1** 10
2. Old Testament (OTB1) **OTB** 10
3. New Testament (NTB2) **NTB2** 10
4. Pastoral Theology Vol2 **PTH2** 10
5. Homiletics & Liturgy Vol2 **HML2** 10
6. Church Leadership Vol2 **CLS2** 10
7. Missions and Culture **MSC** 10

### Further studies: 3 modules

1. Counsel. Techniques Vol1 **CST1** 8
2. Old Testament Vol3 **OTB3** 8
3. New Testament (NTB3) **NTB3** 8
4. Educational Praxis Intro **PRX** 8
5. Doctrinal Themes **DTH** 8
6. Apologetics Vol2 **APG2** 8
7. Christian Ethics **CET** 8

Credits: **Intro. 40 and Majors 24 = 64**

When completed, apply for a:

- **Bachelor of Ministry (Honours) + 120 credits: total 510 credits**

This is followed by a **Master of Ministry** (With endorsement, e.g. in Counselling)

Students must register with **Calvary University** to obtain the Honours qualification.

# Divinity Programme

Use CA courses in the new A4 format books within an e-learning environment.

## 1 Year part time: **Diploma in Theology**

Entry level: **Grade 10** (over 22) **or Matric + Christian Life Diploma**

Mentored through the following 7 modules: **Credits** **Orders**

● <b>Old Testament</b> Vol 1	<b>OTP1</b>	9	}	<b>1</b>
MicroSoft Excel	<b>MSE</b>	5		
● <b>Systematic Theology</b> Vol 1	<b>STH1</b>	8	}	<b>2</b>
● <b>Exegesis</b> Introduction	<b>EXG</b>	6		
● <b>Homiletics &amp; Liturgy</b> Vol 1	<b>HML1</b>	8	}	<b>3</b>
● <b>Hermeneutics</b> Vol 1	<b>HER1</b>	8		
● <b>Bible Introduction</b>	<b>BBI</b>	10	}	<b>4</b>
How to Read Faster	<b>RDF</b>	2		
● <b>Pastoral Training</b> Vol 2	<b>PTR2</b>	10	}	<b>5</b>
Getting Your Ideas Accross	<b>GYX</b>	2		
● <b>New Testament – Gospels</b> Vol 1	<b>NTG1</b>	9	}	<b>6</b>
Increase your Word Power	<b>IWP</b>	2		

**Note:** The main modules are: 10 Four of the modules are coupled with a skill, one of them an **IT skill**. The practical material should be read by the learner and applied in suitable but real-life situations. Apply for an advanced:

- **Diploma in Theology** +80 credits: total **320** credits (part of B.Min)

Should the student have sufficient IT experience **MSE** may be evaluated by **RPL**.

This is followed by a **Bachelor of Divinity** (see the page 52)

The Diploma in Shepherding is the first part of the Bachelor of Ministry. Upon completion the student received the Diploma certificate of 320 credits in total (adding 80 credits to 240 previously achieved). The student must then register with Calvary University to receive the Bachelor qualification at the end of studies.

# Divinity Programme

Use CA courses in the new A4 format books within an e-learning environment.

## 1 Year part time: Bachelor of Divinity

Entry level: **Grade 10** (over 22) or **Matric + Diploma in Theology**

Mentored through the following 7 modules: Credits Orders

● <b>Old Testament</b> Vol 2	<b>OTP2</b>	9	}	<b>1</b>
Handling Responsibility	<b>HRP</b>	2		
● <b>New Testament – Gospels</b> Vol 2	<b>NTG2</b>	8	}	<b>2</b>
MicroSoft PowerPoint	<b>MPT</b>	4		
● <b>Church Leadership</b> Vol 1	<b>CLS1</b>	7	}	<b>3</b>
Plan & Lead Meetings	<b>PLM</b>	2		
● <b>Systematic Theology</b> Vol 2	<b>STH2</b>	7	}	<b>4</b>
How to Teach Others	<b>TCH</b>	2		

**Note:** Four of the modules are coupled with a (skill), one of them an **IT skill**. The practical material should be read by the learner and applied in suitable but real-life situations. Also do one of the following groups: (BD1 or BD2)

1. Evangelism Vol1	<b>30 Crdts</b>	5
2. Leadership Skills – Introduction		5
3. Old Testament Vol3		5
4. Inter- Testament		5
5. Pastoral Theology Vol1		5
6. Missions: Biblical Foundation		5

1. Shepherding	<b>32 Crdts</b>	4
2. Church Development		4
3. Psychology Introduction		6
4. Pastoral Psychology		*5
5. Counselling Praxis		5
6. Ethical Decisions		4
7. New Testament – Setting		4

Apply for a: Choose the final **30 credits** by completing either the left hand block OR the right hand group.

- **Bachelor of Divinity** +70 credits: total **390** credits (part of B.Min)

Should the student have sufficient IT experience **MSP** may be evaluated by **RPL**.

This is followed by a **Bachelor of Divinity (Honours)** (see the page 54)

Students must register with **Calvary University** to obtain the qualification.

# Divinity Programme

Use CA courses in the new A4 format books within an e-learning environment.

## 1 Year part time: Bachelor of Divinity – Honours

Entry level: **Diploma in Theology + Bachelor of Divinity**

Mentored through the 3 compulsory modules: **Credits** **Orders**

● <b>Bible Exegesis &amp; Hermeneutics</b>	<b>BXH</b>	<b>12</b>	}	<b>1</b>
	<b>CRD</b>	<b>2</b>		
● <b>Research Methodology</b>	<b>REM</b>	<b>16</b>	}	<b>2</b>
	<b>CGD</b>	<b>2</b>		
	<b>MSO</b>	<b>2</b>		
● <b>Project/Mini Dissertation</b>	<b>PRJ</b>	<b>20</b>	}	<b>3</b>
	<b>PLI</b>	<b>2</b>		
		<b>Credits: 56</b>		

The IT skill **MSO** may be evaluated by RPL.

**Selection:** Complete the above 3 compulsory modules. Each has an associated **skill**. There is one **IT skill**. Then select **four** of the seven intro modules below and concentrate on **three** others by adding also 3 more advanced modules:

### Introduction: Choose 4 modules

1. Bible Based Counselling **BBC1** 10
2. Old Testament (OTB1) **OTB1** 10
3. New Testament (NTB2) **NTB2** 10
4. Pastoral Theology Vol2 **PTH2** 10
5. Homiletics & Liturgy Vol2 **HML2** 10
6. Church Leadership Vol2 **CLS2** 10
7. Missions and Culture **MSC** 10

### Further studies: 3 modules

1. Counsel. Techniques Vol1 **CST1** 8
2. Old Testament Vol3 **OTB3** 8
3. New Testament (NTB3) **NTB3** 8
4. Educational Praxis **PRX** 8
5. Doctrinal Themes **DTH** 8
6. Apologetics Vol2 **APG2** 8
7. Christian Ethics **CET** 8

Credits: **Intro. 40** and **Majors 24 = 64**

When completed, apply for a:

- **Bachelor of Divinity (Honours) + 120** credits: total **510** credits

This is followed by a **Master of Divinity** (With endorsement, e.g. in NT Theology)

Students must register with **Calvary University** to obtain the Honours qualification.

# Counselling Programme

Use CA courses in the new A4 format books within an e-learning environment.

## 1 Year part time: **Diploma in Counselling**

Entry level: **Grade 10** (over 22) **or Matric + Christian Life Diploma**

Mentored through the following 7 modules:

**Credits**    **Orders**

● <b>Discipleship Growth</b> Vol 2	<b>DGR2</b>	<b>11</b>	}	<b>1</b>
MicroSoft Excel	<b>MSE</b>	<b>5</b>		
● <b>Introduction to Counselling</b> Vol 1	<b>ICN1</b>	<b>12</b>	}	<b>2</b>
● <b>Psychology of Life</b> Vol 1	<b>PLF1</b>	<b>10</b>		
● <b>Bible Based Counselling</b> Vol 1	<b>BBC1</b>	<b>10</b>	}	<b>4</b>
How to be a Self-starter	<b>SST</b>	<b>2</b>		
Be Effective on the Phone	<b>EPH</b>	<b>2</b>		
● <b>Introduction to Sociology</b> Vol 1	<b>ISC1</b>	<b>12</b>	}	<b>5</b>
Solving Problems	<b>SPR</b>	<b>2</b>		
● <b>Interpers. Communication</b> Vol 1	<b>IPC1</b>	<b>12</b>	}	<b>6</b>
Increase your Word Power	<b>IWP</b>	<b>2</b>		

Students **attend** these lectures in order to complete the course. Self-study is a vital component. A Tuition Centre **Tutor** or a Distance **Mentor** provides contact. A learning guide sets out the work to be done. CD's are available.

**Note:** The main modules are: **11** Four of the modules are coupled with a skill, one of them an **IT skill**. The practical material should be read by the learner and applied in suitable but real-life situations. Apply for an advanced:

- **Diploma in Shepherding** +80 credits: total **320** credits (part of B.Min)

Should the student have sufficient IT experience **MSE** may be evaluated by **RPL**.

This is followed by a **Bachelor of Ministry** (see the next page)

The Diploma in Counselling is the first part of the Bachelor of Counselling. Upon completion the student received the Diploma certificate of 320 credits in total (adding 80 credits to 240 previously achieved). The student must then register with Calvary University to receive the Bachelor qualification at the end of studies.

# Counselling Programme

Use CA courses in the new A4 format books within an e-learning environment.

## 1 Year part time: Bachelor of Counselling

Entry level: **Grade 10** (over 22) **or Matric + Diploma in Counselling**

Mentored through the following 7 modules: **Credits** **Orders**

● <b>Systematic Theology</b> Vol 1	<b>STH1</b>	<b>8</b>	} <b>1</b>
	Handling Responsibility	2	
● <b>Social Psychology</b>	<b>SCP</b>	<b>8</b>	} <b>2</b>
	MicroSoft PowerPoint	4	
● <b>Counselling Techniques</b> Vol 1	<b>CST1</b>	<b>8</b>	} <b>3</b>
	How to Teach Others	2	
● <b>Marriage Counselling</b> Vol 1	<b>MFC1</b>	<b>7</b>	} <b>4</b>
	Making Decisions	2	

**Note:** The main modules are: **11** Four of the modules are coupled with a **skill**, one of them an **IT skill**. The practical material should be read and applied in suitable but real-life situations. Also do one of the following groups: (**BN1** or **BN2**)

1. Leadership Skills	<b>30 Crdts</b>	5
2. Aspects of Counselling		5
3. Psychology of Life Vol2		*5
4. Bible Based Counselling Vol2		5
5. Introduction to Sociology Vol2		*5
6. Interpers. Communication Vol2		*5

1. Shepherding	<b>30 Crdts</b>	4
2. Organisational Behaviour Vol1		8
3. Pastoral Psychology Vol1		*5
4. Abnormal Psychology Vol1		4
5. Counselling Praxis		5
6. Getting yr Ideas Across (Skill)		2
7. Discover yr Hidn Ablties (Skill)		2

Apply for a: Choose the final **30 credits** by completing either the left hand block OR the right hand group.

- **Bachelor of Counselling** +70 credits: total **390** credits

Should the student have sufficient IT experience **MSP** may be evaluated by **RPL**.

This is followed by a **Bachelor of Counselling (Honours)** (next page)

Students must register with **Calvary University** to obtain the qualification.

# Counselling Programme

Use CA courses in the new A4 format books within an e-learning environment.

## 1 Year part time: Bachelor of Counselling – Honours

Entry level: **Diploma in Counselling + Bachelor of Counselling**

Mentored through the 3 compulsory modules: **Credits** **Orders**

● <b>Christian Counselling Theology</b>	<b>CCT</b>	<b>12</b>	}	<b>1</b>
	<b>Critical Reading</b> CRD	2		
● <b>Research Methodology</b>	<b>REM</b>	<b>16</b>	}	<b>2</b>
	<b>Creating Good Ideas</b> CGD	2		
	<b>MicroSoft Office</b> MSO	2		
● <b>Project</b>	<b>PRJ</b>	<b>20</b>	}	<b>3</b>
	<b>Planning – Intro</b> PLI	2		
		<b>Credits: 56</b>		

The IT skill MSO may be evaluated by RPL.

**Selection:** Complete the above 3 compulsory modules. Each has an associated skill. There is one IT skill. Then select **four** of the seven intro modules below and concentrate on **three** others by adding also 3 more advanced modules:

### Introduction: Choose 4 modules

1. Counsel. Techniques Vol 2 **CST1** 10
2. Marriage Counselling Vol 2 **MFC2** 10
3. Pastoral Care Vol 1 **PCR1** 10
4. Group Counselling Vol 1 **GCN1** 10
5. School Counselling Vol 1 **SCN1** 10
6. Pastoral Psychology Vol 1 **PPS1** 10
7. Abnormal Psychology Vol 2 **APS2** 10

### Further studies: 3 modules

1. Counsel. Techniques Vol 3 **CTM** 8
2. Marriage Counsel. Vol 3 **MCM** 8
3. Pastoral Care Vol 2 **PCR2** 8
4. Group Counselling Vol 2 **GCN2** 8
5. School Counselling Vol 2 **SCN2** 8
6. Pastoral Psychology Vol 2 **PPS2** 8
7. Abnormal Psychol. Vol 3 **APS3** 8

Credits: **Intro. 40** and **Majors 24 = 64**

When completed, apply for a:

- **Bachelor of Counselling (Honours) + 120 credits: total 510 credits**

This is followed by a **Master of Counselling** (With endorsement, e.g. in Psychology)

Students must register with **Calvary University** to obtain the Honours qualification.

# Leadership Programme

Use CA courses in the new A4 format books within an e-learning environment.

## 1 Year part time: **Diploma in Leadership**

Entry level: **Grade 10** (over 22) **or Matric + Christian Life Diploma**

Mentored through the following 7 modules:

**Credits**    **Orders**

● <b>Discipleship Growth</b> Vol 2 MicroSoft Excel	<b>DGR2</b> <b>MSE</b>	<b>11</b> <b>5</b>	}	<b>1</b>
● <b>Equipped for Victory</b> Vol 2	<b>QPV2</b>	<b>12</b>		
● <b>Public Relations Man.</b> Vol 1	<b>PRM1</b>	<b>11</b>	}	<b>3</b>
● <b>Business Management</b> Vol 1 How to be a Self-starter	<b>BMT1</b> <b>SST</b>	<b>12</b> <b>2</b>		
● <b>General Management</b> Vol 1 Solving Problems	<b>GMT1</b> <b>SPR</b>	<b>12</b> <b>2</b>	}	<b>5</b>
● <b>Business Communication</b> Vol 1 Increase your Word Power	<b>BCM1</b> <b>IWP</b>	<b>11</b> <b>2</b>		

Students **attend** these lectures in order to complete the course. Self-study is a vital component. A Tuition Centre **Tutor** or a Distance **Mentor** provides contact. A learning guide sets out the work to be done. CD's are available.

**Note:** The main modules are: **11** Four of the modules are coupled with a **skill**, one of them an **IT skill**. The practical material should be read by the learner and applied in suitable but real-life situations. Apply for an advanced:

- **Diploma in Leadership** +80 credits: total **320** credits (part of BBL)

Should the student have sufficient IT experience **MSE** may be evaluated by **RPL**.

This is followed by a **Bachelor of Business Leadership** (next page)

The Diploma in Leadership is the first part of the Bachelor of Business Leadership. Upon completion the student received the Diploma certificate of 320 credits in total (adding 80 credits to 240 previously achieved). The student must then register with Calvary University to receive the Bachelor qualification at the end of studies.

# Leadership Programme

Use CA courses in the new A4 format books within an e-learning environment.

**1 Year part time:**

**Bachelor of Bus. Leadership**

Entry level: **Grade 10** (over 22) **or Matric + Diploma in Leadership**

Mentored through the following 7 modules:

**Credits**

**Orders**

● <b>Organisational Behaviour</b> Vol 1	<b>ORB1</b>	<b>8</b>	}	<b>1</b>
Handling Responsibility	<b>HRP</b>	<b>2</b>		
● <b>Leadership Skills</b> Vol 1	<b>LSK1</b>	<b>*8</b>	}	<b>2</b>
MicroSoft PowerPoint	<b>MPT</b>	<b>4</b>		
● <b>Human Relations</b> Vol 1	<b>HUR1</b>	<b>*8</b>	}	<b>3</b>
Plan & Lead Meetings	<b>PLM</b>	<b>2</b>		
● <b>Human Resource Man.</b> Vol 1	<b>HRM1</b>	<b>*7</b>	}	<b>4</b>
How to Teach Others	<b>TCH</b>	<b>2</b>		
Leading a Team	<b>LTM</b>	<b>2</b>		

**Note:** The main modules are: **11** Four of the modules are coupled with a **skill**, one of them an **IT skill**. The practical material should be read and applied in suitable but real-life situations. Also do one of the following groups: (**BL1** or **BL2**)

- |                                 |                 |    |
|---------------------------------|-----------------|----|
| 1. Organizat. Theory            | <b>30 Crdts</b> | *5 |
| 2. Business Leadership Vol 1    |                 | *5 |
| 3. General Management Vol 2     |                 | 5  |
| 4. Business Management Vol 2    |                 | 5  |
| 5. Human Resource Management    |                 | 5  |
| 6. Basic Accounting (Non-prof.) |                 | 5  |

- |                                 |                 |   |
|---------------------------------|-----------------|---|
| 1. Entrepreneurship             | <b>30 Crdts</b> | 5 |
| 2. Business English             |                 | 5 |
| 3. Psychology Introduction      |                 | 6 |
| 4. Public Speaking Introduction |                 | 5 |
| 5. Business Coms. (Aspects)     |                 | 5 |
| 6. Making Decisions (Skill)     |                 | 2 |
| 7. Business Meetings (Skill)    |                 | 2 |

Choose the final **30 credits** by completing either the left hand block OR the right hand group.  
Apply for a:

- **Bachelor of Business Leadership** +70 credits: total **390** credits

Should the student have sufficient IT experience **MSP** may be evaluated by **RPL**.

This is followed by a **Bachelor of Bus. Lead. (Honours)** (next page)

Students must register with **Calvary University** to obtain the qualification.

# Leadership Programme

Use CA courses in the new A4 format books within an e-learning environment.

## 1 Year part time: **B. of Business Leadership – Honours**

Entry level: **Diploma in Leadership + B. of Business Leadership**

Mentored through the 3 compulsory modules: **Credits** **Orders**

● <b>Organisational Behaviour</b> Vol 2	<b>ORB2</b>	<b>12</b>	}	<b>1</b>
Critical Reading	<b>CRD</b>	<b>2</b>		
● <b>Research Methodology</b>	<b>REM</b>	<b>16</b>	}	<b>2</b>
Creating Good Ideas	<b>CGD</b>	<b>2</b>		
MicroSoft Office	<b>MSO</b>	<b>2</b>		
● <b>Project</b>	<b>PRJ</b>	<b>20</b>	}	<b>3</b>
Planning – Intro	<b>PLI</b>	<b>2</b>		
The IT skill <b>MSO</b> may be evaluated by RPL.		<b>Credits: 56</b>		

**Selection:** Complete the above 3 compulsory modules. Each has an associated **skill**. There is one **IT skill**. Then select **four** of the seven intro modules below and concentrate on **three** others by adding also 3 more advanced modules:

### Introduction: Choose 4 modules

1. Interpersonal Coms. Vol 1 **IPC1** \*10
2. Leadership Skills Vol 2 **LSK2** 10
3. Human Res. Man. Vol 2 **HRM2** 10
4. Information Man. **INM** 10
5. Operations Management **OPM** 10
6. Marketing Man. Vol 1 **MKM1** 10
7. Psychology of Life Vol 2 **PLF2** 10

### Further studies: 3 modules

1. Interpersonal Coms. v2 **IPC2** 8
2. Bus. Leadership Vol 2 **BLE2** 8
3. Human Relations Vol 2 **HUR2** 8
4. Public Speaking Vol 2 **PSP2** 8
5. Planning **PLN** 8
6. Introd. to Sociology **ISC** \*8
7. Social Psychology **SCP** 8

**Credits: Intro. 40 and Majors 24 = 64**

When completed, apply for a:

- **Bachelor of Business Leadership (Hons) + 120 credits: tot. 510**

This is followed by a **Master of B.L.** (With endorsement, e.g. in Counselling)

Students must register with **Calvary University** to obtain the Honours qualification.

# Mentorship Programme

Use CA courses in the new A4 format books within an e-learning environment.

## 1 Year part time: **Diploma in Mentorship**

Entry level: **Grade 10** (over 22) **or Matric + Christian Life Diploma**

Mentored through the following 7 modules:

**Credits**    **Orders**

● <b>Discipleship Growth</b> Vol 2 <b>MicroSoft Excel</b>	<b>DGR2</b> <b>MSE</b>	<b>11</b> <b>5</b>	}	<b>1</b>
● <b>Equipped for Victory</b> Vol 2	<b>QPV2</b>	<b>12</b>		
● <b>Educational Praxis</b> Vol 1	<b>PRX1</b>	<b>12</b>	}	<b>3</b>
● <b>Introduction to Sociology</b> Vol 1 <b>How to Teach Others</b>	<b>ISC1</b> <b>SST</b>	<b>11</b> <b>2</b>		
● <b>Psychology of the Learner</b> Vol 1 <b>Solving Problems</b>	<b>PSL1</b> <b>SPR</b>	<b>12</b> <b>2</b>	}	<b>5</b>
● <b>Interpersonal Communic.</b> Vol 1 <b>Increase your Word Power</b>	<b>IPC1</b> <b>IWP</b>	<b>11</b> <b>2</b>		

Students **attend** these lectures in order to complete the course. Self-study is a vital component. A Tuition Centre **Tutor** or a Distance **Mentor** provides contact. A learning guide sets out the work to be done. CD's are available.

**Note:** The main modules are: **11** Four of the modules are coupled with a **skill**, one of them an **IT skill**. The practical material should be read by the learner and applied in suitable but real-life situations. Apply for an advanced:

- **Diploma in Mentorship** +80 credits: total **320** credits (part of B.Min)

Should the student have sufficient IT experience **MSE** may be evaluated by **RPL**.

This is followed by a **Bachelor of Education** (see the next page)

The Diploma in Mentoring is the first part of the Bachelor of Education. Upon completion the student received the Diploma certificate of 320 credits in total (adding 80 credits to 240 previously achieved). The student must then register with Calvary University to receive the Bachelor qualification at the end of studies.

# B.Education Programme

Use CA courses in the new A4 format books within an e-learning environment.

## 1 Year part time: Bachelor of Education

Entry level: **Grade 10** (over 22) or **Matric + Diploma in Mentorship**

Mentored through the following 7 modules: Credits Orders

● <b>Profession of Education</b> Vol 1	<b>PED1</b>	8	}	1
	Handling Responsibility	HRP		
● <b>Teaching Experience</b> Vol 1	<b>TEX1</b>	7	}	2
	MicroSoft PowerPoint	MPT		
● <b>Teaching Theories</b> Vol 1	<b>TTH1</b>	8	}	3
	Getting your Ideas Accross	GYX		
● <b>Student Assessment</b> Vol 1	<b>SAS1</b>	7	}	4
	Remember Facts and Figures	RFF		

**Note:** The main modules are: 11 Four of the modules are coupled with a skill, one of them an IT skill. The practical material should be read and applied in suitable but real-life situations. Also do one of the following groups: (BE1 or BE2)

- |                              | 30 Crdts |  |
|------------------------------|----------|--|
| 1. Entrepreneurship          | 5        |  |
| 2. Business English          | 5        |  |
| 2. General Management        | 5        |  |
| 3. Business Management       | 5        |  |
| 4. Administrative Management | 5        |  |
| 5. Human Resource Management | 5        |  |

- |                                 | 30 Crdts |  |
|---------------------------------|----------|--|
| 1. Shepherding                  | 4        |  |
| 2. Organisational Behaviour     | *6       |  |
| 3. Psychology Introduction      | 6        |  |
| 4. Public Speaking Introduction | 5        |  |
| 5. Counselling Praxis           | 5        |  |
| 6. How to read Faster RDF       | 2        |  |
| 7. Organising your Time ORT     | 2        |  |

Apply for a: Choose the final 30 credits by completing either the left hand block OR the right hand group.

- **Bachelor of Education** +70 credits: total 390 credits

Should the student have sufficient IT experience MSP may be evaluated by RPL.

This is followed by a **Bachelor of Education (Honours)** (next page)

Students must register with **Calvary University** to obtain the qualification.

# B.Education Programme

Use CA courses in the new A4 format books within an e-learning environment.

## 1 Year part time: Bachelor of Education – Honours

Entry level: **Diploma in Mentoring + Bachelor of Education**

Mentored through the 3 compulsory modules: **Credits** **Orders**

● <b>Classroom Communication</b>	<b>CLC3</b>	<b>12</b>	} — <b>1</b>
	Critical Reading <b>CRD</b>	2	
● <b>Research Methodology</b>	<b>REM</b>	<b>16</b>	} — <b>2</b>
	Creating Good Ideas <b>CGD</b>	2	
	MicroSoft Office <b>MSO</b>	2	
● <b>Project</b>	<b>PRJ</b>	<b>20</b>	} — <b>3</b>
	Planning – Intro <b>PLI</b>	2	
		<b>Credits: 56</b>	

The IT skill **MSO** may be evaluated by **RPL**.

**Credits: 56**

**Selection:** Complete the above 3 compulsory modules. Each has an associated **skill**. There is one **IT skill**. Then select **four** of the seven intro modules below and concentrate on **three** others by adding also 3 more advanced modules:

### Introduction: Choose 4 modules

1. Profession of Educ. Vol 2 **PED2** 10
2. Teaching Experience Vol 2 **TEX2** 10
3. Teaching Theories Vol 2 **TTH2** 10
4. Student Assessment Vol 2 **SAS2** 10
5. Dev Psychol Lifespan Vol 1 **DPL1** 10
6. Leadership Skills Vol 1 **LSK1** 10
7. Psychology of Life Vol 2 **PLF2** 10

### Further studies: 3 modules

1. Interpersonal Coms.v2 **IPC2** 8
2. Introd. to Sociology Vol 2 **ISC2** 8
3. Social Psychology **SCP** 8
4. Human Relations Vol 1 **HUR1**\*8
5. Dev Psychol Lifespan v2 **DPL2** 8
6. Bus. Leadership Vol 1 **BLE1** 8
7. Public Speaking Vol 2 **PSP2** 8

**Credits: Intro. 40 and Majors 24 = 64**

When completed, apply for a:

- **Bachelor of Education (Honours) + 120 credits: total 510 credits**

This is followed by a **Master of Education** (With endorsement, e.g. in Management)

Students must register with **Calvary University** to obtain the Honours qualification.

# Business Programme

Use CA courses in the new A4 format books within an e-learning environment.

## 1 Year part time: **Diploma in Management**

Entry level: **Grade 10** (over 22) **or Matric + Christian Life Diploma**

Mentored through the following 7 modules:

**Credits**    **Orders**

● <b>Administrative Management</b> Vol 1	<b>ADM1</b>	<b>11</b>	}	<b>1</b>
MicroSoft Excel	<b>MSE</b>	<b>5</b>		
● <b>Discipleship Growth</b> Vol 2	<b>DGR2</b>	<b>11</b>	}	<b>2</b>
● <b>Equipped for Victory</b> Vol 2	<b>QPV2</b>	<b>12</b>		
● <b>Business Management</b> Vol 1	<b>BMT1</b>	<b>12</b>	}	<b>4</b>
Be Effective on the Phone	<b>EPH</b>	<b>2</b>		
● <b>General Management</b> Vol 1	<b>GMT1</b>	<b>12</b>	}	<b>5</b>
Solving Problems	<b>SPR</b>	<b>2</b>		
● <b>Business Communication</b> Vol 1	<b>BCM1</b>	<b>11</b>	}	<b>6</b>
Increase your Word Power	<b>IWP</b>	<b>2</b>		

Students **attend** these lectures in order to complete the course. Self-study is a vital component. A Tuition Centre **Tutor** or a Distance **Mentor** provides contact. A learning guide sets out the work to be done. CD's are available.

**Note:** The main modules are: **11** Four of the modules are coupled with a **skill**, one of them an **IT skill**. The practical material should be read by the learner and applied in suitable but real-life situations. Apply for an advanced:

- **Diploma in Management** +80 credits: total **320** credits (part of BBA)

Should the student have sufficient IT experience **MSE** may be evaluated by **RPL**.

This is followed by a **Bachelor of Business Administration** (next page)

The Diploma in Management is the first part of the BBA. Upon completion the student received the Diploma certificate of 320 credits in total (adding 80 credits to 240 previously achieved). The student must then register with Calvary University to receive the Bachelor qualification at the end of studies.

# Business Programme

Use CA courses in the new A4 format books within an e-learning environment.

## 1 Year part time: Bachelor of Business Admin.

Entry level: **Grade 10** (over 22) or **Matric + Diploma in Management**

Mentored through the following 7 modules:

Credits Orders

● <b>Organisational Behaviour</b> Vol 1	<b>ORB1</b>	8	} — 1
	Handling Responsibility <b>HRP</b>	2	
● <b>Marketing Management</b> Vol 1	<b>MAM1</b>	*7	} — 2
	MicroSoft PowerPoint <b>MPT</b>	4	
● <b>Economics</b> Vol 1	<b>ECO1</b>	8	} — 3
	Plan & Lead Meetings <b>PLM</b>	2	
● <b>Human Resource Man.</b> Vol 1	<b>HRM1</b>	*7	} — 4
	How to Teach Others <b>TCH</b>	2	

**Note:** The main modules are: 11 Four of the modules are coupled with a skill, one of them an **IT skill**. The practical material should be read and applied in suitable but real-life situations. Also do one of the following groups: (BB1 or BB2)

- |                                  |          |   |
|----------------------------------|----------|---|
| 1. Leadership Skills             | 30 Crdts | 5 |
| 2. General Management Vol 2      |          | 5 |
| 3. Business Management Vol 2     |          | 5 |
| 4. Administrative Management V 2 |          | 5 |
| 5. Human Resource Man. Aspects   |          | 5 |
| 6. Basic Accounting (Non-profes) |          | 5 |

- |                                 |          |   |
|---------------------------------|----------|---|
| 1. Entrepreneurship             | 30 Crdts | 5 |
| 2. Business Coms. Vol 2         |          | 5 |
| 3. Psychology Introduction      |          | 6 |
| 4. Business Leadership Vol 1    | *5       |   |
| 5. Public Speaking Introduction |          | 5 |
| 6. Making Decisions (Skill)     |          | 2 |
| 7. Business Meetings (Skill)    |          | 2 |

Apply for a: Choose the final 30 credits by completing either the left hand block OR the right hand group.

- **Bachelor of Business Administration** +70 crdts: total **390** credits

Should the student have sufficient IT experience **MSP** may be evaluated by **RPL**.

This is followed by a **BBA (Honours)** (see the next page and the website)

Students must register with **Calvary University** to obtain the qualification.

# Business Programme

Use CA courses in the new A4 format books within an e-learning environment.

## 1 Year part time: Bachelor of Bus. Admin – Hons

Entry level: **Diploma in Management + Bachelor of Business Admin.**

Mentored through the 3 compulsory modules: **Credits** **Orders**

● <b>Public Relations Management</b>	<b>PRM</b>	<b>12</b>	}	<b>1</b>
	<b>Critical Reading</b> CRD	2		
● <b>Research Methodology</b>	<b>REM</b>	<b>16</b>	}	<b>2</b>
	<b>Creating Good Ideas</b> CGD	2		
	<b>MicroSoft Office</b> MSO	2		
● <b>Project</b>	<b>PRJ</b>	<b>20</b>	}	<b>3</b>
	<b>Planning – Intro</b> PLI	2		
		<b>Credits: 56</b>		

The IT skill MSO may be evaluated by RPL.

**Selection:** Complete the above 3 compulsory modules. Each has an associated **skill**. There is one **IT skill**. Then select **four** of the seven intro modules below and concentrate on **three** others by adding also 3 more advanced modules:

### Introduction: Choose 4 modules

1. Organisat. Behaviour Vol2 **ORB2\*10**
2. Marketing Man. Vol 2 **MAM2 10**
3. Economics Vol 2 **ECO2 10**
4. Human Res. Man. Vol 2 **HRM2 10**
5. Information Man. **INM 10**
6. Operations Management **OPM 10**
7. Financial Management **FIM 10**

### Further studies: 3 modules

1. Interpersonal Coms. **IPC1 \*8**
2. Introd. to Sociology **SCM \*8**
3. Social Psychology **SCP 8**
4. Planning **PLN 8**
5. Organisational Theory **GTM 8**
6. Bus. Leadership Vol 2 **BLE2 8**
7. Public Speaking Vol 2 **PSP2 8**

Credits: **Intro. 40** and **Majors 24 = 64**

When completed, apply for a:

- **Bachelor of Bus. Admin. (Hons) + 120** credits: total **510** credits

This is followed by a **MBA** (With endorsement, e.g. in Communication or Counselling)

Students must register with **Calvary University** to obtain the Honours qualification.

# Dip.Arts Programme

Use CA courses in the new A4 format books within an e-learning environment.

## 1 Year part time: **Diploma in Arts**

Entry level: **Grade 10** (over 22) **or Matric + Christian Life Diploma**

Mentored through the following 7 modules:

**Credits**    **Orders**

● <b>Discipleship Growth</b> Vol 2 MicroSoft Excel	<b>DGR2</b> <b>MSE</b>	<b>11</b> <b>5</b>	}	<b>1</b>
● <b>Equipped for Victory</b> Vol 2 How to be a Self-starter	<b>QPV2</b> <b>SST</b>	<b>12</b> <b>2</b>		
● <b>Business Management</b> Vol 1 Business Meetings	<b>BMT1</b> <b>BMT</b>	<b>12</b> <b>2</b>	}	<b>3</b>
● <b>Introduction to Sociology</b> Vol 1 Be Effective on the Phone	<b>ISC1</b> <b>EPH</b>	<b>12</b> <b>2</b>		
● <b>Human Relations</b> Vol 1 Solving Problems	<b>HUR1</b> <b>SPR</b>	<b>*7</b> <b>2</b>	}	<b>5</b>
● <b>Interpersonal Communic.</b> Vol 1 Increase your Word Power	<b>IPC1</b> <b>IWP</b>	<b>*11</b> <b>2</b>		

Students **attend** these lectures in order to complete the course. Self-study is a vital component. A Tuition Centre **Tutor** or a Distance **Mentor** provides contact. A learning guide sets out the work to be done. CD's are available.

**Note:** The main modules are: **11** Four of the modules are coupled with a **skill**, one of them an **IT skill**. The practical material should be read by the learner and applied in suitable but real-life situations. Apply for an advanced:

- **Diploma in Arts** +80 credits: total **320** credits (part of B.Min)

Should the student have sufficient IT experience **MSE** may be evaluated by **RPL**.

This is followed by a **Bachelor of Arts** (see the next page)

The Diploma in Shepherding is the first part of the Bachelor of Arts. Upon completion the student received the Diploma certificate of 320 credits in total (adding 80 credits to 240 previously achieved). The student must then register with Calvary University to receive the Bachelor qualification at the end of studies.

# B.Arts Programme

Use CA courses in the new A4 format books within an e-learning environment.

## 1 Year part time: Bachelor of Arts

Entry level: **Grade 10** (over 22) **or Matric + Diploma in Arts**

Mentored through the following 7 modules: **Credits** **Orders**

● <b>Psychology of Life</b> Vol 1 <b>Create the Right Image</b>	<b>PLF1</b>	*10	} — 1
	<b>CRI</b>	2	
● <b>Bible Based Counselling</b> Vol 1 <b>Strengthen your Will Power</b>	<b>BBC1</b>	10	} — 2
	<b>SWP</b>	2	
● <b>Business Leadership</b> Vol 1 <b>MicroSoft PowerPoint</b>	<b>BLE1</b>	8	} — 2
	<b>MPT</b>	4	
● <b>Critical Thinking</b> Vol 1 <b>How to Teach Others</b>	<b>CTH1</b>	7	} — 4
	<b>TCH</b>	2	

**Note:** The main modules are: 11 Four of the modules are coupled with a skill, one of them an **IT skill**. The practical material should be read and applied in suitable but real-life situations. Also do one of the following groups: (**BA1** or **BA2**)

- |                                  |                 |   |
|----------------------------------|-----------------|---|
| 1. Leadership Skills             | <b>30 Crdts</b> | 5 |
| 2. General Management Vol 1      |                 | 5 |
| 3. Business Management Vol 2     |                 | 5 |
| 4. Administrative Management     |                 | 5 |
| 5. Human Resource Management     |                 | 5 |
| 6. Basic Accounting (Non-profes) |                 | 5 |

- |                                     |                 |    |
|-------------------------------------|-----------------|----|
| 1. Shepherding                      | <b>30 Crdts</b> | 4  |
| 2. Organisational Behaviour         |                 | *6 |
| 3. Psychology – Introduction        |                 | 6  |
| 4. Business English                 |                 | 5  |
| 5. Counselling Praxis               |                 | 5  |
| 6. Getting yr Ideas Across (Skill)  |                 | 2  |
| 7. Discover yr Hidn Ablties (Skill) |                 | 2  |

Apply for a: Choose the final **30 credits** by completing either the left hand block OR the right hand group.

- **Bachelor of Arts** +70 credits: total **390** credits

Should the student have sufficient IT experience **MSP** may be evaluated by **RPL**.

This is followed by a **Bachelor of Arts (Honours)** (next page)

Students must register with **Calvary University** to obtain the qualification.

# B.Arts(Hons) Programme

Use CA courses in the new A4 format books within an e-learning environment.

## 1 Year part time: Bachelor of Arts – Honours

Entry level: **Diploma in Mentoring + Bachelor of Arts**

Mentored through the 3 compulsory modules: **Credits** **Orders**

● <b>Social Psychology</b> Critical Reading	SCP	8	} — 1
	CRD	2	
● <b>Research Methodology</b> Creating Good Ideas MicroSoft Office	REM	16	} — 2
	CGD	2	
	MSO	2	
● <b>Project</b> Planning – Intro	PRJ	24	} — 3
	PLI	2	
		<b>Credits: 56</b>	

The IT skill MSO may be evaluated by RPL.

**Selection:** Complete the above 3 compulsory modules. Each has an associated skill. There is one IT skill. Then select **four** of the seven intro modules below and concentrate on **three** others by adding also 3 more advanced modules:

### Introduction: Choose 4 modules

1. Psychology of Life Vol2 **PLF2** 10
2. Public Speaking Vol2 **PSP2** 8
3. Leadership Skills Vol2 **LSK2** 10
4. Critical Thinking Vol2 **CTH2** 10
5. Information Man. **INM** 10
6. Human Relations Vol1 **HUR1** 10
7. Human Res. Man. Vol1 **HRM1** 10

### Further studies: 3 modules

1. Interpersonal Coms.v2 **IPC2** 8
2. Introd. to Sociology v2 **ISC2** 8
3. Social Psychology **SCP** 8
4. Organisational Theory **OTH1** 8
5. Bus. Leadership Vol1 **BLE1** 8
6. Human Relations Vol2 **HUR2** 8
7. Operations Management **OPM** \*8

Credits: **Intro. 40** and **Majors 24 = 64**

When completed, apply for a:

- **Bachelor of Arts (Honours) + 120** credits: total **510** credits

This is followed by a **Master of Arts** (With endorsement, e.g. in Management)

Students must register with **Calvary University** to obtain the Honours qualification.

# Statement of Faith

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## PREAMBLE

Calvary Academics holds to the **fundamental principles of Christian doctrine.**

## WE BELIEVE ...

- The Bible, in its entirety is the fully and only inspired and infallible Word of God. We accept it as the final authority in all matters of doctrine, faith and life.
- There is one God – the Father, the Son, and the Holy Spirit. These are the three eternal distinctions in one Divine Being.
- The deity of the Lord Jesus Christ, His virgin birth, His sinless life, His miracles, His atoning death through His shed blood, His bodily resurrection, His ascension into Heaven and His personal future return to reign in power and glory.
- Man was created good and upright in the image of God, but man, by voluntary transgression, fell, and his only hope of redemption is in Jesus Christ, the Son of God.
- The only means of being cleansed from sin is through repentance toward God, and faith in the finished work of the Lord Jesus Christ – which is by grace through faith.
- Those who receive Jesus Christ as Lord and Saviour by faith, are born again by the Holy Spirit and become children and heirs of God.
- In sanctification through the Word of God, and by the Holy Spirit; by Whose indwelling the Christian believer is enabled to live a life of righteousness and true holiness.
- The resurrection of both the saved and the lost – the one to everlasting life, and the other to everlasting damnation.
- The Lord Jesus appointed two ordinances: believer's baptism by immersion in water as a public witness and confession of faith and identification with Christ; and the Lord's Supper – the partaking of the emblems – bread and the fruit of the vine – as a memorial of the suffering and death of our Lord Jesus Christ, by all believers, till He comes.
- In baptism of the Holy Spirit with speaking in tongues, and the gifts of the Holy Spirit for the edification of the body of Christ.
- The Redemptive work of Christ on the cross provides healing for the human body, and as a sign following to confirm the preached Word of God to unbelievers.
- The Church is the body of Christ, the habitation of God through the Spirit, with divine appointment for the fulfilment of her Great Commission.

# Key Words

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## **TERMINOLOGY IN THIS DOCUMENT**

Certain 'educational' words have been used to bring out specific meanings. These will help you to understand some of the unique Calvary concepts.

### **TUITION CENTRE (abbreviated TC)**

Broadly used in place of Bible School, which is commonly the term used for Church-based centres.

### **STUDENT(S)**

Is used in preference to Learner(s); someone who is enrolled for a course.

### **MENTOR(S)**

Is the single most important descriptor in our vocabulary and methodology. It underscores the very heart of our philosophy and methodology. Every student tutored through Calvary experiences a process of being mentored. To us, the traditional correspondence way of distance learning is unacceptable. It is diametrically opposed to the principle of mentorship, which entails far more than subject tutoring. Various designated role-players are responsible for this aspect of Biblical learning.

### **LECTURER(S)**

Facilitate Certificate and Diploma students in classes. They must, themselves, have a Diploma to lecture to Certificate students, and a Bachelor to lecture to Diploma students.

### **TUTOR(S)**

Mentor classes (or one-on-one) for Bachelor studies, and must have a Bachelor degree themselves.

- The name MENTOR is also used to describe those mentoring students far away from a TC. This prevents those students falling into common errors of distance students. At least a Diploma is required to qualify as such a Mentor (who is registered at a Tuition Centre).
- AREA MENTORS are a few managers appointed country-wide, who are in a servant-leadership capacity – most of them are directly active in the TC system as deans of a successful Tuition Centre, and are available for counselling or advice to new Tuition Centres.

# ***Christian Life Training***

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The programme offered by *Christian Life Training* consists of about 5,800 pages of material which are used in part time lectures over four years at over 260 local Bible Schools. Three phases/years lead to a Christian Life Diploma, and open the way to an internationally accredited Degree offered by Calvary University.

This has been developed by a dedicated team whose aim was to provide practical ministry training, which would equip workers and leaders, to make disciples and even train pastors for their ministry.

*Christian Life Training* has developed this *Church Life* programme which is unique in that it provides a balance between Ministry topics, a Bible survey and a range of accredited life skills courses such as communication and human relations.

With students enrolled throughout SA, courses are now on an accepted standard for a Certificate, Diploma and Bachelor of Ministry. Although SAQA permitted CLT to issue a Bachelor degree in February, 2000, CLT has withdrawn from this privilege in favour of running short courses in *multiple centres* according to our Great Commission.

The alternative of distance education without contact was unacceptable to CLT and is, (in the case of ministry training) not a Biblical model. CLT therefore offers remote students to study with a Distance Mentor where there is no school. Every year more Bible Schools offer these courses that provide many open doors, since the law (101 of 1997) requires credit recognition through RPL by all other institutions.

It is often said: “This is excellent training material. It is practical and thoroughly evangelical and Holy Spirit anointed – just what every pastor needs to start a local Bible School as a basis for training pastors and future leaders.”