



# Melbourne College of Divinity

## **Regulation 16** **Advanced Diploma in Ministry (AdvDipMin)**

### **16.1 - Interpretation**

In this Regulation,

- 16.1.1 the term 'the Committee' means 'the Coursework Studies Committee of the Academic Board' established as a committee of the College under Regulation 2.3;
- 16.1.2 A 'Recognised Teaching Institution' means a body Recognised by the Council in accordance with Regulation 3 for the purposes of teaching the Diploma in Ministry.

### **16.2 - Admission and Enrolment**

- 16.2.1 A person may seek the permission of the Committee to enrol as a candidate for the Advanced Diploma in Ministry if he or she is qualified to be admitted to a University or other approved tertiary institution in Australia.
- 16.2.2 Provisional admission to the Advanced Diploma in Ministry may be granted by the Committee to unqualified candidates who have attained the age of twenty-one years prior to the commencement of the semester in which they enter it. Such candidates will be required to undertake a provisional period of study for the Advanced Diploma and having passed the examinations in four semester units without having failed in more than two semester units will then be permitted to proceed as ordinary candidates for the Advanced Diploma.
- 16.2.3 Every candidate for the Advanced Diploma in Ministry must be attached throughout the period of candidature to a Recognised Teaching Institution, and must comply with the requirements of that institution and such other requirements relating to the admission and enrolment of students as the Council may, by regulation, prescribe.
- 16.2.5 Where a candidate intends to undertake the Advanced Diploma in Ministry using flexible delivery arrangements, the Committee must be satisfied that the requirements of the Advanced Diploma through these arrangements can be satisfied. Where it is satisfied that the candidate will have appropriate learning opportunities, and access to adequate libraries, the Committee may give permission to enrol.
- 16.2.6 Notwithstanding any other provision in this Regulation, the Committee may require an applicant to demonstrate fitness for admission by carrying out such work and sitting for such examinations as the Committee may determine.
- 16.2.7 Unless the Committee concerned determines otherwise, the Advanced Diploma in Ministry must be completed in not less than three and not more than eight years.
- 16.2.8 The Committee may discontinue, and authorise an RTI approved for the purposes of teaching the Advanced Diploma in Ministry to discontinue, the candidature of any person whom it deems to have made unsatisfactory progress.

### **16.3 - Course of Studies**

- 16.3.1 Each candidate is to proceed on such terms and in conformity with such procedures as are determined from time to time by the Committee, in addition to those specified in this

Regulation. General determinations made by the Committee are to be published by the Registrar; specific determinations applying to a particular candidate are to be communicated to him or her by the Registrar.

- 16.3.2 There shall be four parts to the Advanced Diploma:
- a) Humanities and Social Sciences
  - b) Biblical Studies: Old and New Testament
  - c) Systematic Theology and Church History
  - d) Moral and Practical Theology
- 16.3.3 Every course of study for the Advanced Diploma in Ministry is to consist of twenty-four semester units, and must include at least two semester units in each of Old Testament, New Testament, Church History and Systematic Theology.
- 16.3.4 Subject to ratification by the Academic Board, the Committee may approve a course of studies with a particular focus. In such cases, at least twelve semester units related to the area of focus must be included in the course of study.
- 16.3.5 In exceptional circumstances the Committee may recommend to the Academic Board the approval of a personal course of study which does not conform to the above Regulation.
- 16.3.5 Subject to ratification by the Academic Board, the Committee must approve the details of each semester unit, including the manner in which examination is to be made and reported to the Academic Board, and in so doing may permit variation between RTIs in the content of the units and in the manner and order in which they are offered.

#### **16.4 – Credit**

- 16.4.1 The Committee may grant credit to a candidate for a unit in the course on the basis of the successful completion at a tertiary institution of an equivalent unit which the Committee regards as having been taken at an appropriate level, provided that no candidate shall receive credit for more than twelve semester units, of which not more than six may be units from Parts B and C.
- 16.4.2 Notwithstanding Regulation 16.4.1, the Committee may grant transfer credit in the corresponding Part for equivalent units passed towards an incomplete diploma in theology or ministry at a tertiary institution with the proviso that credit may be given for no more than 16 semester units.
- 16.4.3 Notwithstanding Regulation 16.4.1, the Committee may recommend to the Academic Board that advanced standing in the Advanced Diploma be granted to a candidate who holds an approved Associate Diploma or (two-year) Diploma in theological disciplines from an institution approved by the Board and which the Board regards as being at a level sufficient for this purpose, with the proviso that at least eight further semester units must be completed for the Advanced Diploma in Ministry.
- 16.4.4 The Advanced Diploma may be undertaken as a course of study subsequent to or combined with the degrees of Bachelor of Theology or Master of Divinity or their equivalents. In such cases, notwithstanding Regulation 16.4.1, the number of semester units common to both awards shall be no more than twelve.

#### **16.5 - Award of Advanced Diploma**

- 16.5.1 When a candidate has satisfied the examiners and completed the requirements for the Advanced Diploma of Ministry, the Committee may recommend to the Academic Board that the award be made to the candidate. A candidate to whom such an award has been made is entitled to use the letters 'AdvDipMin' as a suffix to their name.

16.5.2 When a candidate has satisfied the examiners and completed the requirements for the Advanced Diploma of Ministry with an approved area of focus the Committee may recommend to the Academic Board that the award be made to the candidate, with the name 'Advanced Diploma in' followed by the approved area of focus. A candidate to whom such an award has been made is entitled to use the letters 'AdvDip' followed by an abbreviation of the area of focus as approved by the Academic Board.

Approved areas of focus:     Pastoral Ministry (AdvDipPastMin)  
  Philosophy (AdvDipPhil)  
  Social Justice (AdvDipSocJ)

*[Reg 16 wholly recast 26/04/2006]*

*[Reg 16.16 effective 1/1/2003 revised following 2005 Act revision November 30<sup>th</sup> 2005. Specialisations widened by Coursework Studies Committee November 8<sup>th</sup> 2007.]*