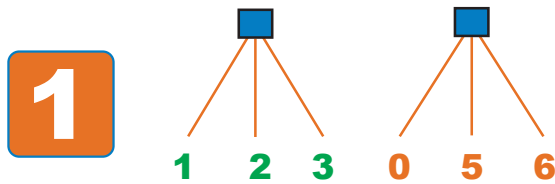


Church Life Programme

24 Steps for higher education studies



Your Student Number

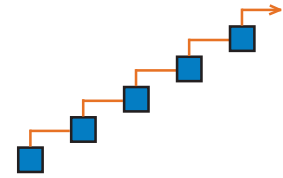
Take note of the following:

1. It links you to your first Tuition Centre
2. It never changes, even if you move.
3. The first three digits are the TC's.
4. The next three (or four) indicates that you are the *n*'th student of the TC
5. Example: TC 123 You: 123056

It's also your **CAP** access number

CAP = Calvary Academic Platform

2

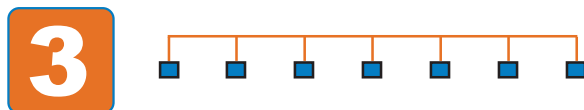


Know your Tuition Centre

Who should you get to know there?

1. The **leaders**: Pastor and the Dean
2. The **lecturers** are your teachers
3. You often meet the **Administrator**
4. You have a personal **Tutor**: support
5. In group discussion: **group leader**

This is your new **academic family**



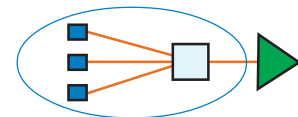
Arrangements at the TC

This is your first responsibility to **know**:

1. What are the **written rules**?
2. What is your financial **commitment**?
3. How do you **register**?
4. What must you **pay**, when, how much?
5. When are the **classes**: days, times?
6. When do you **hand in** or write **tests**?
7. When are the **holidays** or **off days**?

You can know all this beforehand!

4



Your Personal Tutor

The purpose of the Tutor:

1. He or she helps you **academically**.
2. The Tutor is the **same** for the year.
3. He can also be a pillar of **strength**.
4. He is able to give **spiritual** support.
5. The tutor can give **technical** advice.
6. He (She) **marks** some of the tasks.
7. She helps you navigating the **CAP**.

In everything you **first** go to your Tutor

5



The Calvary Study Material

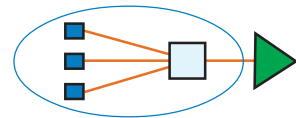
The programme is balanced:

1. Every programme has **seven modules**.
2. There are four general **starting** books.
3. Three of the modules are **topical**.
4. They each have a questions **Workbook**.
5. Four of the modules give the **full text**.
6. They each have a companion **skill** book.
7. Three of them improve **personal** skills.
8. One skill teaches an **IT** (computer) ability.

Research resources are on a "DVD".

24 Steps

6



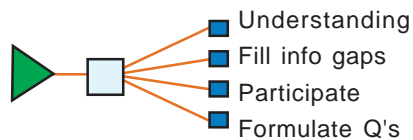
Topical Lecture Books

The largest study component:

1. Seven original A5 books in one A4.
2. All topics spread over Phase 1 - 5.
3. An average book has about **200** pg.
4. **Three books** are studied in Phase 1.
5. Each book has a question **Workbook**.
6. Before class you **read** 3 lectures.
7. In **class** underline, highlight, annotate.
8. After class complete the **Workbook**.

You also write tests and do assignments.

7



Reading Lecture Books

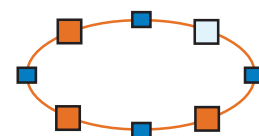
How to read academic material:

1. **Read** according to the lecture schedule.
2. Be **informed** before the lecture starts.
3. Underline or highlight **key words** / jargon.
4. The benefits of pre-reading:
 - A. Have an understanding before class.
 - B. Give specific attention to fill the gaps.
 - C. You can better participate in class.
 - D. You will be able to formulate good Q's.

See also number 17

Read before — Enjoy class more!

8



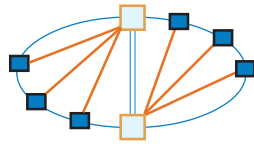
Personal and IT Skills

Phase 1 (1st year) Skills are:

- IT.** Microsoft Word
- A.** How to Listen
- B.** How to Learn
- C.** Using your Spare Time
1. The most needed ones for the year.
 2. Cut out the praxis cards in the back.
 3. Fold, glue, fill in, carry in pocket.
 4. Follow the card instructions over days.
 5. Write the test to earn the credit.

The skills are also of use at work.

9



The Praxis Book

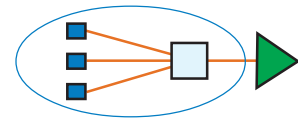
Guiding practical work for each module:

1. Read 4 **Bible chapters** per module.
2. Do mini research on two **values**.
3. Memorising seven key **Scripture verses**.
4. Three practical **tasks** are Tutor tested.
5. Practical **ministry** guidance in local church.
6. Practical **community service** as outreach.
7. Writing short **tests on skills** for a mark.
8. Recording progress in **disciple making**.

Church Life has a practical side!

24 Steps

10



CVD — Group Discussion

Ways of learning working in a group:

1. Regular group **discussions**: CVD1
2. Seven **Christian context** topics.
3. Seven important **educational** topics.
4. Going on a **mission trip** to serve.
5. Doing **Evangelism** winning souls.
6. Learning strategy to **make disciples**:
7. Getting a **prayer partner** to help start.
8. Developing **three** disciples, & **4** deep.

Learning to speak — ministry essential

11



Bible Chapter Readers

Most important Bible Chapters:

1. There are **1198 chapters** in the Bible.
2. In 3 years, study 84 chapters in depth: **7%**
3. Study **4 chapters** in each of 7 modules.
4. **Calvary Literal Translation** for students.
5. **Commentary** is given after each section.
6. **Poems** explain the chapter or context.
7. Illustrations, outlines, headings, notes.
8. A **Vocabulary** of ±70 words defined.

Some **articles** give further insight.

12



Student Study Guide

Companion for three years:

1. All the information for Calvary studies.
2. Sections: Education, Spiritual, Lists
 - A.** Explaining in detail what the student must know about Calvary's approach to education, e-learning. Academic tips.
 - B.** Spiritual guidance for salvation, life and quiet time, study and basic terms.
 - C.** Needed lists used in the praxis book: virtues, 84 Bible chapters, 162 memory verses: covered over 3 years.

The Student's Guide during Phase 1-3

13



Elements of e-Learning

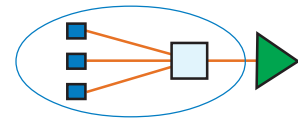
Seven, yes eight things go hand-in hand:

1. **Textbooks** of outstanding quality.
2. Resource **D**igital **V**ersatile **D**isk — **DVD**
3. **Tutor**: "a veritable pillar of strength"
4. Related **skills** — right skills for the Phase
5. Practical work to train for future **Ministry**
6. **Evaluation**: test – assignment – task
7. **Spiritual formation**, character building
8. **C**alvary **A**cademic **P**latform — **CAP**

Advanced e-learning technology!

24 Steps

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Study Advice

Put it all together — knowing how:

1. Have access to the right **software**.
2. Know to use **Microsoft Word**. (Mod. 3)
3. Manage your **time** — your life!
4. Learning **tips**: memorise, study speed
5. Understand question **key words**.
6. Apply the rules of academic **writing**.
7. Structure your **assignments** well.
8. **Find** helpful information on the Web.

Recognise and use your God-given skills

15



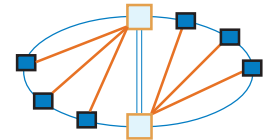
Spiritual Documents

Enhancing your spiritual life:

1. Use the features of e-Sword software.
2. Measure against Christian Life Bal. Sheet.
3. Alone with God — Fix your Quiet Time.
4. Christian Virtues: What would Jesus do?
5. List of most important Bible Chapters!
6. 10 Christian words for New Believers.
7. 261 Bible Memory Verses – in your heart!
8. 5-Lane Bible Reading Plan. (back of readers)

Calvary also/mainly develops your Spirit

16



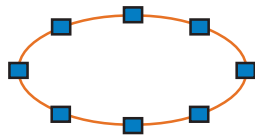
Use Phasebook as Guide

Know what to do in every Module:

1. Understand the **acad. curriculum**.
2. The **Min. Prospectus** informs you.
3. **Starter Books** are for the whole year.
4. Disciple Making teaching in **CVD's**.
5. Ten **Study Letters** give guidance.
6. Seven **Module Letters** will instruct.
7. Fill **Work-pages** for module activity.
8. Lecture Schedule to plan the year.

Tuition method, Learning steps, Tests

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Read with Understanding

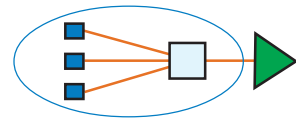
Academic reading skills:

1. **Preview**: Get a quick overview picture.
2. **Review**: Read again what you have read.
3. Read to get "big picture" or "facts".
4. Use **skimming** to get an overview.
5. Outlining by underlining or highlighting.
6. Making **notes** in margin or near the text.
7. **Look up** words in a dictionary, thesaurus.
8. Read **actively**: ask, rephrase, key points.

Note it — stop and retrace — search!

24 Steps

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Attend Class Lectures

Making the most of each session:

1. Roster. Be aware of what's the **topic**.
2. **Pre-read** to find things not understood.
3. Be on time, talk on topic, ask, answer.
4. **Concentrate** on the ideas, concepts.
5. Note-taking, use symbols, underline.
6. Organise and review legible **notes**.
7. **Listen**: be active, attentive, intelligent.
8. **Participate** with questions or answers.

The lecturer facilitates learning.

19



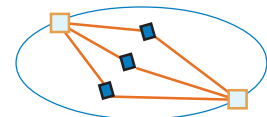
Memorise Material, Facts

Let your brain work with the facts:

1. Write down a short list of **Key Points**.
2. Make a habit of **studying frequently**.
3. Boost concentration with **regular sleep**.
4. Eat **food** that has good nutritional value.
5. If it's very long, break it into **sections**.
6. Create a **vivid story** with what is involved.
7. Create a little **drawing** that explains it.
8. Use verbal and listening **repetition**.

Understanding gets it into your heart

20



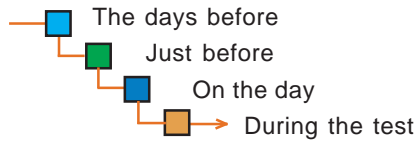
Writing Assignments

Academic writing:

1. It prefers the **active voice**.
2. The style wastes no **words** to confuse.
3. An assignment has a clear **structure**:
 - A. Uses introduction to interpret the question and sets the structure of the answer.
 - B. Paragraphs have a topic sentence, then develop the topic through analysis, criticism and discussion, then summarise.
 - C. A conclusion is tied to the introduction.

An assignment is an artwork in writing.

21



Write Tests for Credit

Here are just a few tips:

1. Have a **study plan** to spread the learning.
2. Do a **quick review** the night before.
3. Eat well, healthy. Do not skip breakfast.
4. Make sure you get **enough sleep**.
5. On the day of test, arrive on time, rehearse.
6. Have a positive **attitude** toward success.
7. Carefully **read** each question – re-read.
8. Be sure that your writing is **legible**.

At the end, take your time, review all.

23



Your Portfolio of Evidence

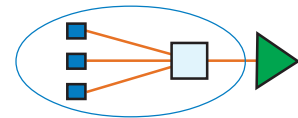
This is proof of all your work:

1. Underlined **textbooks** (not into file).
2. Filled-in **Workbooks**
3. Marked written **assignments** + red pen.
4. Marked **tests** — percentage indicated
5. **Praxis** book — completed and checked
6. Fulfilled **Tasks** — three per phase
7. **Transcript** of all your marks.
8. **Certificate** — see the next point (24)

Punch holes: place in lever-arch file

24 Steps

22



Apply: Practical Ministry

There are several aspects and spheres:

1. **Making disciples** — group of three.
2. **Teaching others** to do the same
3. Other-country **mission trip** and work.
4. **Serving** in three distinct areas:
 - A. **Church Ministry**: serving, altar work.
 - B. **Community Outreach**: Evangelism, feeding the hungry, educating the poor.
 - C. **Personal work**: serving people — sick, elderly, young people, or *leadership*.

You study to specialise in serving!

24



Qualifying Certificate

It contains the following information:

1. The issuing institution: Calvary Univ.
2. Name of the Qualification: Cert, Dip.
3. Your full "certificate" names as per ID
4. The date the certificate was issued.
5. The name of your Tuition Centre.
6. Distinction achieved: Pass or Cum Laude.
7. Number of the certificate: e.g. **43987**
8. Embossed seal for authentication.

Make a colour copy, laminate, lock away.