

CALVARY

A C A D E M I C S



Academic Programmes:

Bachelor of Ministry

(For students who completed the A5 books or Phase 3)

Bachelor 27

Prospectus

2017

BPR27

Mentoring through Advanced e-Learning Technology

Prospectus Index

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Church Life Programme

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. The most up-to-date learning, referred to in Ex 12:26.

Church **members** (Cert) are trained to minister (Dip) and take leadership (Adv.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 (Entrepreneurs, strategists)
- Speaking – **Prophetic** training (Spiritual & vision advisors)
- Equipping – **Teacher** training (Logical thinking, implementing)
- Proclaiming – **Evangelist** training (Marketing, relations, communicatn.)
- Caring – **Pastoral** training (Human resource, counselling)

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.**

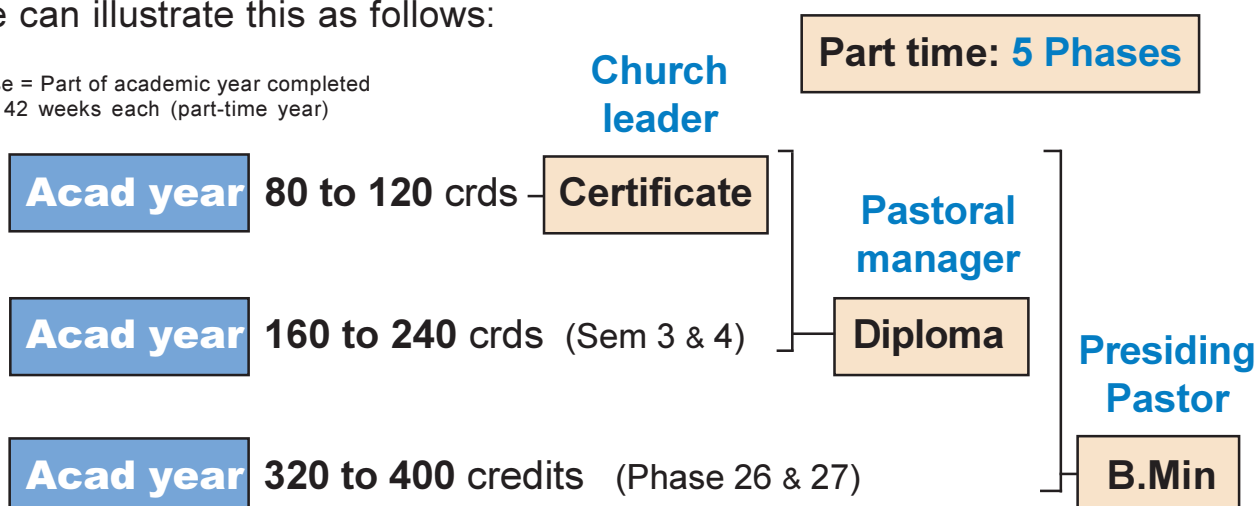
Our Church Life Diploma has been carefully planned to fit into the complete programme leading to a Bachelor of Ministry and its Honours programme.

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

The 3-year B.Min. programme has three exit points: a Certificate and three Diplomas. Each academic phase matches a **complete qualification**: in the first year the student is trained as a **disciple**. The training is focused on this specific outcome and is as such complete. When the other phases are added, the same is true: the student has been trained as **worker, leader, or shepherd**.

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, Mentoring, Communication or Management. This component should be ± 60 credits in order that a Bachelor of Ministry (400 credits) with an endorsement (e.g. in Biblical Counselling) be applied for.

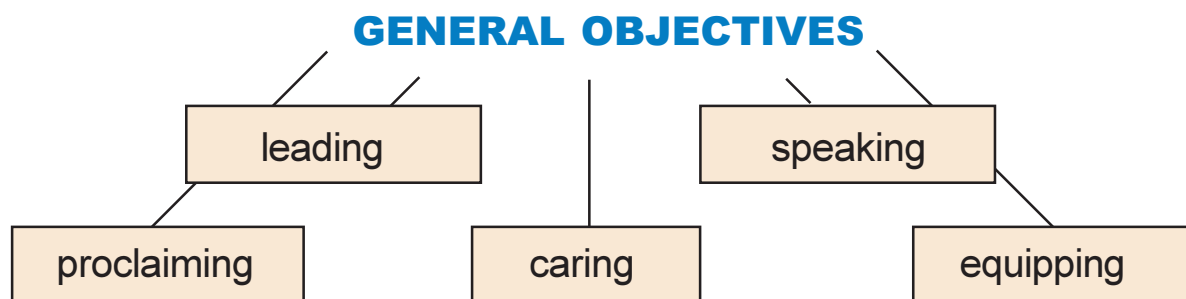
If the specialist field is also the same as the specialisation of the higher qualification, the B.Min(Honours) degree, the credits are **portable**. A **major (two courses)** is required for this. The endorsement therefore may be used as portable credits towards the B.Min. (Hons). Enquire at your University.

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

Objective Directed

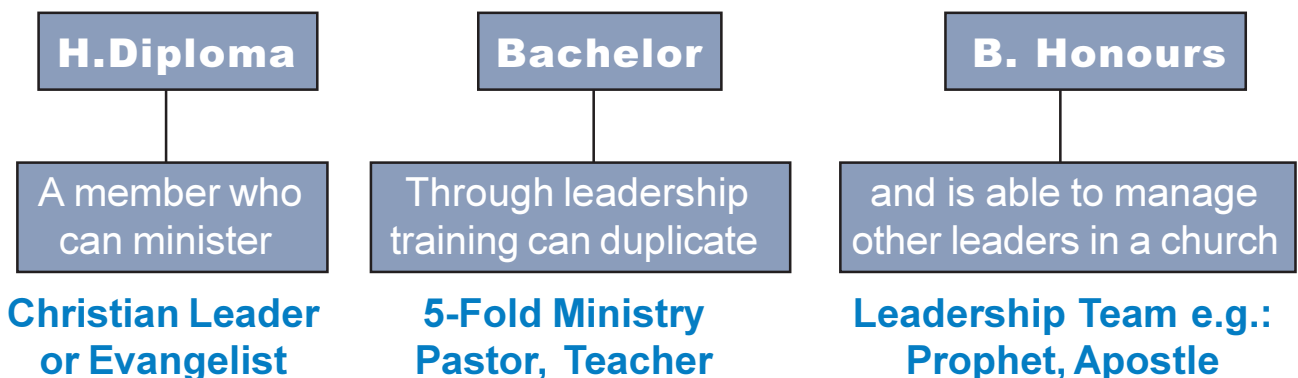
REACHING OUTCOMES THROUGH OBJECTIVES

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, care for members of a local 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.

Bachelor of Ministry

We mentor Bachelor students who are registered at an international University.

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 to invigilate tests, but the assignments are finally marked by a CU moderator. The TC does the administrative work of determining entry level, RPL (prior learning, see page 8), filling in the **Student Progress** card, receiving the mentor fees and making their library available.

WHAT ARE THE MENTORING FEES for 2017

The following mentoring fee for the B.Min. course applies (Phase 26 & 27):

- **R6,000** (25% on registration, and 3 x R1500 during studies with submissions) (Hand in the yellow progress report)

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. This includes the documents completed during the registration stage. Of this amount the Tutor receives 40% in his/her account as provided to us on the Tutor registration form. The textbooks cost an extra R1500 per Phase.

WHAT ARE THE REQUIREMENTS?

The candidate must hold an Advanced Diploma in Ministry, or obtain one by doing one of two bridging courses (see page 22). The candidate must also have Matric or grade 10, and be over 22 or, alternately, be older than 40, 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?

The student is exposed to all the major fields in ministry: a mix of practical ministry skills and theory appropriate for shepherding and theology. Reading, tests and assignments are completed. Practical tasks are also performed.

HOW LONG DO THE TWO PHASES TAKE?

Since these phases are completed on a part-time basis, the candidate is granted 12 months for each phase of 80 credits. Extension of 2 months is granted when 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

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.

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 ³² to categories of books for indexing their shelves.

BIBLE SCHOOL LIBRARIES:

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

Referencing

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

1 Leading

BIBLE **TEXT** DEVELOPMENT ¹¹
CHURCH HISTORY ¹²
CREEDS & DENOMINATIONS ¹³
TEXTUAL CRITICISM ¹⁴
THEOLOGIANS ¹⁵ CHARACTERS ¹⁵
PIONEERS ¹⁶ LEADERS ¹⁶
LEADERSHIP (CHURCH) ¹⁷
LEADERSHIP (GENERAL) ¹⁸
MANAGEMENT ¹⁹

2 Speaking

OLD TESTAMENT (**INTRO**) ²⁰
NEW TESTAMENT (INTRO) ²¹
COMMENTARIES (OT) ²²
COMMENTARIES (NT) ²²
ETHICS ²³
10 COMMANDMENTS ²³
HOLINESS ²³
GREEK, ²⁴ HEBREW ²⁴
HERMENEUTICS ²⁵
HOMILETICS ²⁶
PREACHING HELPS ²⁶
APOLOGETICS ²⁷
PROPHECY ²⁸
CLASSICS, ²⁹ STORIES/NOVELS ²⁹
TESTIMONIES ²⁹

3 Proclaiming

MISSIONS (PRINCIPLES) ³¹
MISSIONS (TARGETS) ³¹
EVANGELISM, ³² REVIVAL ³²
SALVATION, ³³ BAPTISM ³³
CHURCH ³⁴
CHURCH DEVELOPMENT ³⁴
DEVOTIONS, ³⁵ PRAYER ³⁶
WORSHIP, ³⁷ MUSIC ³⁷
SPIRITUAL WARFARE ³⁸
FASTING ³⁸
RELIGIONS, ³⁹ CULTS ³⁹
THE OCCULT ³⁹ SATAN ³⁹

4 Caring

CHURCH GROWTH ⁴⁰
DISCIPLESHIP, ⁴¹
SHEPHERDING ⁴² CELL GROUPS ⁴³
WOMEN & MEN ⁴⁴ MARRIAGE ⁴⁴
CHILDREN, ⁴⁵ YOUTH ⁴⁵
COUNSELLING (GENERAL) ⁴⁶
COUNSELLING (SELF-HELP) ⁴⁶
HEALING, ⁴⁷ FAITH ⁴⁷
CHRISTIAN LIVING ⁴⁸
FINANCES ⁴⁹

5 Equipping

PENTECOSTAL ⁵⁰
THEOLOGY – CLASSICS ⁵¹
SYSTEMATIC THEOLOGY ⁵¹
DOCTRINE (SINGLE TOPICS) ⁵²
GOD, ⁵³ CREATION ⁵³ JESUS ⁵³
HOLY SPIRIT ⁵⁴
END TIMES ⁵⁵ ISRAEL ^{55a}
DISPENSATIONALISM ⁵⁵
BIBLE/GROUP STUDIES ⁵⁶
ADULT EDUCATION ⁵⁶
CHRISTIAN EDUCATION ⁵⁶
ENGLISH (GRAMMAR/USAGE) ⁵⁷
WRITING SKILLS ⁵⁷
IT (COMPUTER), ⁵⁸ RESEARCH ⁵⁹
THEOLOGICAL JOURNALS ⁵⁹

Recognition for Prior Learning

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

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 to enter the third academic year, the Bachelor of Ministry. For recognition one can only count training and experience **relevant** to our *Ministry programme* as valid.

A PROGRAMME FOR ENTERING THE MINISTRY

To be trained for **Ministry** we have put together a special course which contains all the necessary academic, practical and attitude building elements. It is a wide field. It is also very practical. A student who already has a traditional seminary Diploma in Theology may have missed some vital elements. To make up the difference we have designed two bridging courses to add the right emphasis. These form the **core curriculum** of past academic years (completed in three phases) which outside students have missed.

BRIDGING FROM THEOLOGICAL COURSE – Phase A

If students have completed a course, without the required academic outcomes, or if it was completed more than 7 years ago, **Bridging Course Phase A**: code **PhA** must be prescribed. This contains 84 credits of our most important material including the normal skills and Bible Chapter readers.

BRIDGING FROM INFORMAL COURSE – Phase A + Phase B

If the course was an informal Bible School course which was attended for three years and led to a Diploma which does not give entry to a Bachelor year, then an additional course is added and code Phase A+B could be prescribed. Perhaps further credits may be granted for the B.Min programme itself. This is determined by the Dean in an interview. Lecturers and Pastors who lecture in the Bible School are also given credit for their lecturing experience.

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 **A + B**) each student should follow.

Bridging Courses

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

For Certification: **Diploma in Ministry** Phase A

Entry level: Diploma in Ministry or Theology from other training source.

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

Starting books:

Study Guide MSG For Phase A and B. Contains 162 memory verses.

Ministry Praxis Vol B or 1 MPXA or MPX1 7

Bible Chapters: Phase 1 Reader P1Ra

Afr. kodes:

● Christian Basics Vol 1	CHB1	12	} — 1 BCB1
Companion Workbook	WCHB1		
● Study of Romans	SRM	11	} — 2
Companion Resource CD (optional)	RSRM		
Coms: Improve yr Conversation	ICV	2	
● Gospel of John Vol 1	GJH1	6	} — 3
Companion Resource CD (optional)	RGJH1		
Communication: How to Listen	LSN	2	
● Christian Basics Vol 2	CHB2	12	} — 4 BCB2
Companion Workbook	WCHB2		
Bible Chapters: Phase 1 Reader P1Rb			
● The Gospels and Acts	GSA	8	} — 5
Companion Resource CD (optional)	RGSA		
Improve Personal Relations	IPR	2	
● Christian Leadership Vol 1	CHL1	12	} — 6 CRL1
Companion Workbook	WCHL1		
● Survey of the Letters	SLT	9	} — 7
Companion Resource CD (optional)	RSLT		
Pers: Use Spare Time Effectively	UST	2	
		Total: 84	

Explanation and instructions for the bridging courses on the next page.

SELECTING A BRIDGING COURSE

By examining a student's previous course material, the Dean of the Tuition Centre decides which course the student must first enrol for. The previous course may have been completed a long time ago. The student may recognise some of the topics listed in the bridging programmes. Although course topics may be similar, they are often taught at a lower level.

TWO COURSES: Phase A and Phase B

The person examining the applicant's **prior learning** must decide whether the bridging course should contain **Phase A** or **Phase A + B** or just **Phase B**. On page 9 we have listed **Phase A** and below follows **Phase B**.

Mentored through the following 3 modules: **Credits** **Module**

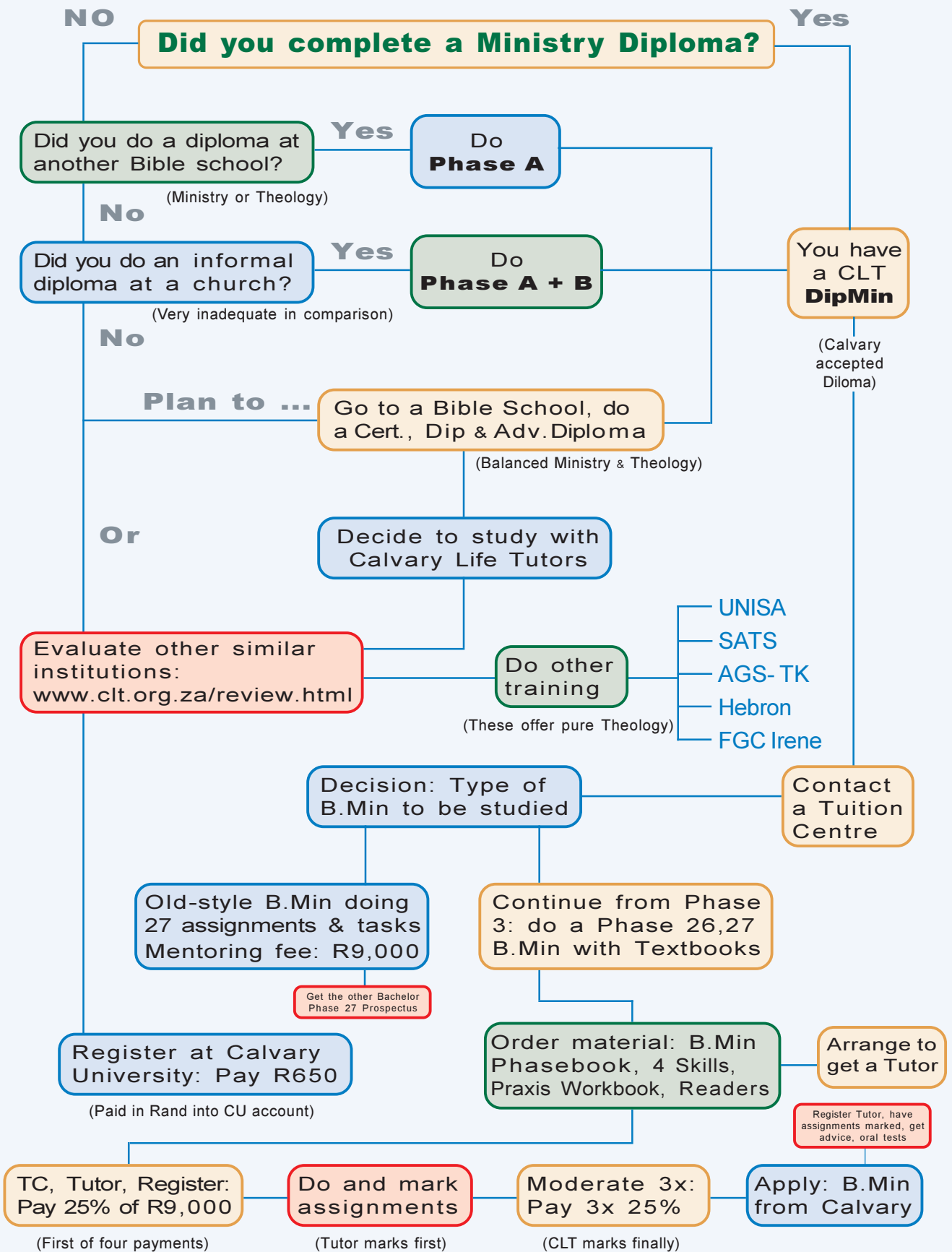
Starting Books:

Phase B

Ministry Praxis Vol B or 2		MPXB or MPX3	7	
Group guide: Calvary Disciple 2		CVD3		
Bible Chapters: Phase 2 Reader		P2Ra		
●	Ministry Principles & Praxis Vol 1	MPR1	12	1
	Companion Workbook	WMPR1		
	Evangelism Kit: New Life in Jesus	NLJ		
●	Gospel of John Vol 2	GJH2	8	2
	Companion Resource CD (optional)	RGJH2		
	Human Rel: Managing People	MNP	2	
	Say a Few Words Effectively	SWE	2	
	Bible Chapters: Phase 2 Reader	P2Rb		
●	Study of Corinthians	SCR	6	3
	Companion Resource CD (optional)	RSCR		
	Work Sk: Improve your English	ENG	2	
	IT Skill: Microsoft Word	MSW	4	
			Total: 43	

After completing the bridging programme, we will issue a **Diploma in Ministry** to students who already have another Diploma (e.g. in Theology). This will allow them to register for a **Bachelor of Ministry** or any other Bachelor which **Calvary University** gives entry to for an Advanced Diploma in Ministry.

Studying for a B.Min Degree



Fees & Refunds

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. After two years the B.Min is complete. Your fee is split up as a registration fee, and four payments during the time of study. The total, spread out over two years, remains fixed at **R6,240**.

FEES STRUCTURE 2017: (The number of payments are finalized at the TC)

The B.Min (issued by Calvary) is mentored by our tutors in two phases:

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

The costs **per phase** (H.Diploma + B.Min) are set per phase, e.g.:

- **R4,500** tuition fees, (for example: R650 CU registration + 2 x R 1,925)

*CU registration once only

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

- **Two phases (Phase 26 + Phase 27): R4,500 + R4,500 = R 9,000** paid in:
- **4 Payments: 4 x R2,250** (25% on registration, and 3 payments of 25%)

Note: Fees do not include any extra resource books we may later publish.

REFUND POLICY

Students are not made liable for their **whole tuition fee** in the event of early cancellation. Only their registration and any past 25% 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.

Copying – Plagiarism

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 *Graduate Study Guide* will substantiate 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.

Expected Standards

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

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.

B Bachelor's

Programmes

The 27 Assignment Bachelor consists of:

- | | |
|---|-----------|
| 1. Phase 26 — 16 Assignments in 7 modules | 16 |
| Higher Diploma in Shepherding | 17 |
| Description of the 16 Assignments and 4 Skills | 18 |
| 2. Phase 27 — 11 Assignments in 7 modules | 19 |
| Bachelor of Ministry | 20 |
| Description of the 11 Assignments and 6 Skills | 21 |

The way forward for these students is:

Bachelor of Ministry (Honours) See Prospectus

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 (e.g. Shepherding) and forms the first part of the Bachelor. The second part of the Bachelor carries the name of Bachelor and has a workload of 80 credits. The student also registers for the Bachelor at the University. At completion the Bachelor is awarded by Calvary University. 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.

Old 27 Assignment B.Min

A B.Min programme element for Old A5-book students within an e-learning environment.

Especially prepared for students who will have completed 4 semesters on the A5 books curriculum from 1990 to 2017 and beyond. They are **not** allowed to take the new curriculum as many of the new A4 books consist of material they have studied in the 3rd and 4th sem. Also for Ph. 3 students.

1 Year part time: Higher Diploma in Shepherding

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

Students may obtain the Diploma in Ministry by means of **4 semester study** in the old A5-format books or by doing a **PhA/B** bridging course.

Appointing a Tutor

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/Evangelical way of thinking.

The Tutor must have a Bachelor qualification or be enrolled with Calvary for a Bachelor programme. The tutor will invigilate tests, mark assignments and take oral exams in all the fields of each module.

Registration Requirements

The steps to **register** for a degree programme are:

1. Provide proof of **prior qualification** to a Tuition Centre.
2. Complete on-line registration forms and provide a copy of Identity.
3. Do a bridging course if required.
4. Select/suggest a tutor or request to be assigned to one near you.
5. Make payment for University registration as well as tuition fees.
6. Request study material such as Skills manuals and Praxis workbook.
7. Become familiar with the on-line support environment of **CAP**.

Structure of the Bachelor

The **Bachelor** is earned in two phases of 80 credits. The phases consist of 7 modules, each with their **assignments**, **4 skills** and a **praxis**.

The following is an outline of the first B.Min phase, **Phase 26**:

Mentored through 16 Assignments + 4 Skills: Credits Module

The initial starting books are:

Graduate Study Guide (Companion): **GSG** —
Ministry Praxis (Individual + Group) **MPX27a** 7
Bible Chapter Reader **P4Ra** (Incl. Commentary)

● Biblical Studies		BST1	9	}	1
Old Testament Survey	MPR 3				
New Testament Survey A	PRP 3				
New Testament Survey B	ELR 3				
	Microsoft Excel	MSE	5		
● Proclaiming Christ		PCR	11	}	2
The Message of Christ	MCH 4				
Missions – Biblical Foundation	MBF 3				
Jesus – His Person	RDS 4				
● Thematic Teaching		THT	8	}	3
Themes in Genesis	TGN 4				
Pneumatology	PNM 4				
	Bible Chapter Reader	P4Rb (Incl. Commentary)			
● Pastoral Care		PSC	8	}	4
Psychology – Introduction	PSI 4				
Pastoral Psychology	PPS 4				
	How to be a Self-starter	SST	2		
● Systematic Teaching		SYT	8	}	5
Christian Ethics	CHE 4				
Christian Education	CED 4				
	How to Teach Others	TCH	2		
● Expository Preaching		XPR1	9	}	6
Hermeneutics – Interpret. of Scripture	HER 4				
Homiletics – Preaching the Word	HML 5				
	Increase your Word Power	IWP	2		
● Counsel & Care		CNC	9	}	7
Biblical Counselling	BCN 5				
Shepherding	SHP 4				

Ministry Praxis

The Ministry Praxis book (**MPX27a**) prescribes the practical work for each of the modules. It also describes the required group work. It also gives direction to the four skills: one IT skill (**Microsoft Excel**) and three other skills indicated in the **oblong balloons** above.

Four tests are taken on the skills as part of the **MPX27a** mark. Three other **evaluation tests** provide marks to complete the mark for **MPX27a**.

16 Assignments

Under the 7 ● **module headings** are 16 subheadings each describing the field in which **one assignment** must be completed. The steps are:

1. Read the **Assignment Guide** to determine the field and questions.
2. Find **reading material** to provide sufficient background information.
3. Do more **research** to find literature for **writing** the assignment.
4. **Discuss** the assignment with the tutor and have it **marked** (graded).
5. Send in four to six assignments at a time to get the marks **moderated** by the nearest **support centre** or regional **campus**.

The Tutor

Students have **contact** with their tutor, do self-study using readers, library books and Internet articles as guided by the B.Min Assignment Guide. A Tutor oversees the discipleship of the student to be complete and effective. An oral test is made with the tutor on the 16 fields as indicated above.

Credits and Study Record

The tutor and moderator have both access to the student's gradebook and enter the mark for each assignment for each module. When all the marks are completed and moderated (also **MPX27a**) the **transcript** is issued.

Qualification Certificate

The **Higher Diploma in Shepherding** is the first part of the Bachelor of Ministry. Upon completion the student receives 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 of the next phase, completing all 27 assignments.

At the completion of **phase 26** the Tuition Centre will apply for a:

- **Higher Diploma in Shepherding** 80 credits

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

Second Half of Old B.Min

A B.Min programme element for Old A5-book students within an e-learning environment.

Especially prepared for students who will have completed 4 semesters on the A5 books curriculum from 1990 to 2017 and beyond. They are **not** allowed to take the new curriculum as many of the new A4 books consist of material they have studied in the 3rd and 4th semester.

1 Year part time:

Bachelor of Ministry

Entry level: **Higher Diploma in Shepherding** (first half of B.Min)

Students may obtain the Higher Diploma in Shepherding by completing the **16 Assignments, 4 Skills (including one on IT) as part of the Praxis Workbook** as described on the previous three pages.

Appointing a Tutor

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/Evangelical way of thinking. The same Tutor may be used or a new one selected.

The Tutor must have a Bachelor qualification or be enrolled with Calvary for a Bachelor programme. The tutor will invigilate tests, mark assignments and take oral exams in all the fields of each module.

Registration Requirements

The steps to **register** for the second part of the degree programme are:

1. Provide proof of **prior qualification** to a Tuition or Support Centre.
2. Complete on-line registration forms and provide a copy of Identity.
3. Do a bridging course if required. (None since you just did Ph26)
4. Select/suggest a tutor. (You will probably continue with the same one)
5. Make payment for University registration as well as tuition fees.
6. Request study material such as Skills manuals and Praxis workbook.
7. See what is available on the on-line support environment of **CAP**.

Structure of the Bachelor

The **Bachelor** is earned in two phases of 80 credits. The phases consist of 7 modules, each with their **assignments, 4 or 6 skills** and a **praxis**.

The following is an outline of the second B.Min phase, **Phase 27**:

Mentored through 11 Assignments + 6 Skills: Credits Module

The initial starting books are:

Graduate Study Guide (Companion): **GSG** (From previous year)
Study Skills (How to study & write) **SSK**
Ministry Praxis (Individual + Group) **MPX27b** 7
Bible Chapter Reader **P5Ra** (Incl. Commentary)

● Administration of the Church	ADC	7	}	1
Administrative Management ADM 7				
Handling Responsibility	HRP	2	}	2
● Human Resource Management	MPW	5		
Managing People at Work MPW 3			}	3
Be Effective on the Phone EPH 2				
MicroSoft PowerPoint	MPT	4	}	3
● Group Dynamics	GDY	7		
Organisational Behaviour 1 OGB1 5			}	2
Plan & Lead Meetings	PLM	2		
Bible Chapter Reader	P5Rb (Incl. Commentary)		}	4
● Church Finances	CFN	7		
Basic Accounting BAC 7			}	5
Solving Problems	SPR	2		
● Church Business	CBS	8	}	6
Business Management A BMN1 4				
Business Management B BMN2 5			}	7
Business Meetings	BMT	2		
● Church Management	CMN	10	}	7
Gen Man A GMN1 Pers. Values PVL 4 + 2				
General Management B GMN2 5			}	2
● Church Leadership Vol 1	CLD1	9		
Workplace Ethics WPE 3			}	2
Biblical Democracy BDM 6				
Making Decisions	MDS	2		

This completes the Bachelor of Ministry for which Calvary University will issue the qualification.

Ministry Praxis

The **Ministry Praxis** book (**MPX27b**) prescribes the practical work for each of the modules. It also describes the required groupwork. It also gives direction to the six skills: one IT skill (**MicroSoft PowerPoint**) and five other skills indicated in the **oblong balloons** above.

Six tests are taken on the skills as part of the **MPX27b** mark. One other **evaluation test** provides a mark to complete the mark for **MPX27b**.

11 Assignments

Under the 7 ● **module headings** are 11 subheadings each describing the field in which **one assignment** must be completed. The steps are:

1. Read the **Assignment Guide** to determine the field and questions.
2. Find **reading material** to provide sufficient background information.
3. Do more **research** to find literature for **writing** the assignment.
4. **Discuss** the assignment with the tutor and have it **marked** (graded).
5. Send in four to six assignments at a time to get the marks **moderated** by the nearest **support centre** or regional **campus** or **CLT**.

The Tutor

Students have **contact** with their tutor, do self-study using readers, library books and Internet articles as guided by the **B.Min Assignment Guide**. A Tutor oversees the discipleship of the student to be complete and effective. An oral test is made with the tutor on the 11 fields listed in the shedule.

Credits and Study Record

The tutor and moderator have both access to the student's gradebook and enter the mark for each assignment for each module. When all the marks are entered and moderated (also **MPX27b**) the **transcript** is issued.

Qualification Certificate

This **set of 11 assignments** is the second part of the Bachelor of Ministry. Upon completion the student receives the Bachelor certificate of 400 credits in total (adding 80 credits to 320 previously achieved). The student will receive the qualification certificate from **Calvary University** at the end of studies of this phase, completing all the assignments.

At the completion of **phase 27** the Tuition Centre will apply for a:

- **Bachelor of Ministry** 80 additional credits = 400

This is followed by a **Bachelor of Ministry (Honours)** (see prospectus)

Statement of Faith

PREAMBLE

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

WE BELIEVE ...

- The Bible, in its entirety, is the fully inspired and only infallible, authoritative Word of God. We accept it as the final authority in all matters of doctrine, faith and life.
- There is one God, who is self-revealed in three persons: 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 vicarious and atoning death through His shed blood, His bodily resurrection, His ascension to the right hand of God the Father in Heaven, His personal future and visible 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 Christ Jesus. Man is justified by grace alone and this 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 receiving eternal life.
- 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 bodily resurrection of both the saved and the lost; those who are saved to the resurrection of life and those who are lost 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 declaring that we have died with Jesus and have also been raised with Him to walk with Him in union and newness of life, which is also symbolical of our being baptized into one body – and the Lord's Supper is 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, and a prophecy of His second coming, by all believers, until He comes.
- We believe in the present ministry of the Holy Spirit by whose indwelling the Christian is enabled to live a godly life, and by Whom the Church, the Body of Christ is edified and empowered to carry out Christ's great commission.
- The redemptive work of Christ on the cross provides healing for the whole man - it is the privilege of all believers 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. Each Christian believer who is redeemed by Jesus Christ and regenerated by the Holy Spirit is part of that body. The new birth and a personal confession of Christ are essentials for membership of the local church.

Key Words

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.

MENTORING

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 Biblical way of learning is by discipleship which is by means of contact to transfer character, life principles and faith. It entails far more than subject tutoring.

LECTURER(S)

They facilitate Certificate, Diploma and Advanced Diploma in Ministry students in classes. They must, themselves, have an Adv.Dip. to lecture to Certificate students, and a Bachelor to lecture to Advanced Diploma and Bachelor students. They develop more than the students as they help them.

TUTOR(S)

Guide individuals or group sessions for Bachelor studies, or others who need a tutor. They must have a Bachelor degree as well as teaching skills.

- The name TUTOR is also used to describe those who mentor 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 Tutor (who is registered at a Tuition Centre).
- Calvary Area Tutors are coaches 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.

Calvary Life Tutors

The *Calvary Academics* programme offered by CLT consists of about 5,800 pages of material which are used in part time lectures over three years at over 240 local Bible Schools. Three years (phases) lead to an Advanced Diploma in Ministry, and open the way to an internationally accredited Bachelor of Ministry degree offered by Calvary University.

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

Calvary Life Tutors have also developed a *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. We mentor students to earn a Bachelor in Ministry degree and in Schools we offer undergraduate short courses *country-wide*.

The alternative of distance education without contact was unacceptable to us and is, (in the case of ministry training) not a Biblical model. Calvary, therefore, offers remote students to study in contact with a Distance Mentor where there is no nearby school. Every year more Bible Schools offer these courses that provide many open doors, since the law (101 of 1997) requires credit recognition for learners through Recognition of Prior Learning 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.”