

Calvary Academics

7 Graduate Pack

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Separate Documents:

- 1. Student Study Fees (yearly – separate document)**
- 2. Bachelor Prospectus (Published for 2013)**

**New Student: Ask for the separate document:
Graduate Study Guide**

Student Start-up Guide

An overview of what a Calvary student must do to be mentored for a B.Min programme.

Follow the Steps

The attached documents are packed with information. They are set out to make it easy to understand if carefully read. Think about the details when you complete the forms. This will help us to contact you or to understand who you are and how we can give you an RPL benefit.

The following page will show you a series of logical steps. This process will help you decide to follow a programme (a group of courses) which suits you and takes you further from WHERE YOU ARE. Determining this vital position of **where you are** is called **R**ecognition of **P**rior **L**earning – **RPL**.

Read the Information

It is always good to read an important paragraph twice. To remain compact, forms often have little room. Read the fine print which will prevent misunderstanding. Read the headings again and see if you reach the correct totals where applicable. See how the example was filled in.

Work out a rough trial Plan

Print out the different forms and try to fill it in as a first rough exercise. This is extremely important since it may greatly influence your future. If you have a Diploma in Theology or Ministry you may continue with the B.Min. Mark some modules on the Tutor progress report as RPL if you have done such a course before in a similar way. To give proof of **Prior Learning**, use the set of **four forms** for your application to be considered. Add the RPL credits you claim and the **selected courses** to make a total of 160 credits.

Be precise: check it twice. Redo all your calculations. Your RPL claims will be evaluated and may not be accepted. Be honest and reasonable.

Follow through on your Decision

Involve the Tutor who has presented these documents to you. Doing these courses will improve your life and your skills. The more you study, the better. Start now by sending in the forms and apply for the Assignment Guide. Be prepared to pay for the first 25% of the mentoring as well as the registration fee. Read the Guide carefully and prepare to hand in the first two assignments. These will then be marked by your tutor and returned to you. Act today.

Study Steps to a Qualification

A step by step guide for enrolling for a B.Min qualification at Calvary mentored by us

1

**e-Learning:
Register Students**

Complete the Calvary University Registration form which requires an initial fee of R650. Add this figure to the first 25% of the mentor fees.



2

**Inform:
Mentor Fees**

These are the fees we ask to mentor a student for a programme over and above the registration fees a student has paid at a place of Higher Education. Ask: **CLT Mentoring Fees** document.



3

**Catch Up: (RPL)
Bridge Courses**

Tell us what you want to do and what you have done and experienced in the past. You will get credit for what you can do. This is a **separate** document.



4

**Open:
Study Record**

This is a hard copy of your own student's record of the marks data-base, should you move to another Tuition Centre you may ask to take this record with you.



5

**Record:
Study Progress**

A standardised form for recording achievement in tests, tasks and assignments for all 27 assignments, grouped in two semesters.



6

**Finalise Studies:
Agreement** (with tutor)

This is a separate **Student Agreement** which you should sign and will be held to during the time you study. Discuss this with your own mentoring Tutor.

7

**Analyse:
Student Profile**

Knowing yourself better to understand what the motivators are in your life. It will be of great advantage to the tutor. Do **not** submit this for registration.

Registration Guide

A guide to the Tutor and Student to complete the B.Min registration forms.

Register with Calvary University

We will only mentor students that have made a decision to study with an e-learning university of their choice and who then register with them. If their choice is Calvary University, they complete the form and pay in the CU registration, an amount in **Rands** (R650) on the day of registration.

Enrol with Calvary Life Tutors

To get the student on record with us, the student must fill in the application form and write in the courses he/she will take or indicate "27 assignments" or "Phase 4/5" in the case of the **Ministry B.Min**. In all cases the old CLT student number is not used and the student becomes a "Calvary" student, although being mentored by a CLT tutor. Use/get the CU number. Please make sure that a photo is supplied and copies of ID and qualification.

Complete a Progress Report Form

For the B.Min a special report form is available to go back and forth with the assignments to be marked. The form with unmarked courses is used for any other purpose where CU courses are involved, even for the Masters where students do from 2 to 6 or more courses apart from the Dissertation.

Two Kinds of Masters

Depending on whether a student has done an Honours degree, and if not he/she is over 40 years old, the **combined masters** may be applied for.

Special Post-Graduate forms

Candidates (not called students any more) who do postgraduate M/D studies must fill in and use the **PG Study Record** and also the progress report.

Payments and Books

The registration fee to CU is immediate and dealt with first at FNB. The B.Min 27 assignment course is paid in exactly 4 payments as described elsewhere. The Phase 4/5 have textbooks which have to be paid for in cash. The Phase 4/5 B.Min is paid for according to an arrangement: once, 4 payments or 10 payments. Please document payments clearly and fax to (012) 567 5550. Remember that postage must be included for books. Some courses also come with resource UFD's and we have **free software** on it.

Student Profile

Name: _____

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The Certificate in Ministry, Diploma in Ministry and Bachelor of Ministry qualifications follow the **Outcomes Directed Learning** principles. This leads to:

- Academic knowledge – insight
- Life skills – practical abilities
- Personal attitudes – character building

Because of the nature of the outcomes of these qualifications (Christian worker, Church leader and Pastoral manager of a church), more than a normal training is required of you: an **ethical code** of conduct as is generally accepted by the Christian Church Community, which can be described as **good Christian character and conduct**.

The programme develops learners/students in various areas of ministry. A few questions should be answered in order to understand what **your** strong points or preferences are. There are obviously **no correct** answers:

1. Please number the following 5 **outcomes** in the order of your preference:

- | | | |
|---|--|---------------------------------------|
| <input type="checkbox"/> Visionary Leader | <input type="checkbox"/> Delegator | <input type="checkbox"/> Manager |
| <input type="checkbox"/> Accountant | <input type="checkbox"/> Administrator | <input type="checkbox"/> Communicator |
| <input type="checkbox"/> Preacher | <input type="checkbox"/> Evangelist | <input type="checkbox"/> Missionary |
| <input type="checkbox"/> Counsellor | <input type="checkbox"/> Pastor | <input type="checkbox"/> Teacher |
| <input type="checkbox"/> Entrepreneur | <input type="checkbox"/> Theologian | <input type="checkbox"/> Group Leader |

2. Please number the following 5 **skills** in the order of your preference:

- | | | |
|--|---|--|
| <input type="checkbox"/> Managing people | <input type="checkbox"/> Teamwork | <input type="checkbox"/> Facilitate meetings |
| <input type="checkbox"/> Speaking clearly | <input type="checkbox"/> Creativity, design | <input type="checkbox"/> Word-processing |
| <input type="checkbox"/> Negotiating | <input type="checkbox"/> Organise Info. | <input type="checkbox"/> Working with numbers |
| <input type="checkbox"/> Caring for others | <input type="checkbox"/> Argument/Debate | <input type="checkbox"/> Selling ideas/goods |
| <input type="checkbox"/> Teaching/Training | <input type="checkbox"/> Making decisions | <input type="checkbox"/> Writing reports/docs. |

3. Please number the following **qualities** in the order of your preference:

- | | | |
|---|--|---|
| <input type="checkbox"/> Knowing God's Will | <input type="checkbox"/> Compassion | <input type="checkbox"/> Stewardship |
| <input type="checkbox"/> Good Self-image | <input type="checkbox"/> Servanthood | <input type="checkbox"/> Active Witness |
| <input type="checkbox"/> Self-control | <input type="checkbox"/> Honesty | <input type="checkbox"/> Devotion to Prayer |
| <input type="checkbox"/> Handling Stress | <input type="checkbox"/> Dependability | <input type="checkbox"/> Obedience |
| <input type="checkbox"/> Handling Money | <input type="checkbox"/> Tenacity (endure) | <input type="checkbox"/> Spirit-filled life |

Take care to write a number in the block to the left of each item, giving the number **1 to 5** for the most preferred aspect and from **10 to 15** for the least preferred.

How you, the learner, see yourself developing in the future:

1. **Leadership**, have vision for what must be done, inspiring others:

follower part of group can lead take leadership

2. **Management**, organise others in a structured way to get the work done:

disorganised can't delegate good manager
 well organised love planning others come to me

3. **Preaching**, to bring the Word in an inspired way to cause spiritual growth:

I listen shy to speak can preach love preaching

4. **Interpretation** of the Word or a specific portion of text:

just read others explain I understand love delving

5. **Group ability**. Working with others as a team:

a loner soon walk out work with others love it

6. **Teaching** skills or explaining concepts to others:

can't explain rather not can teach love teaching

7. **Mission projects**, going out in the bush to unreached people to evangelise:

won't go not my thing can reach out love missions

8. **Interpersonal relationships**, working with other people:

introvert work with one like people love people

9. **Counselling**, helping people overcome their personal problems:

no if I must will do sometimes love counselling

10. **Shepherding**, looking after the needs of the people like a pastor:

I need help very limited will help love helping

Please answer these questions with **one or more** suitable answers

The answers from left to right mostly range from **least** to **most**.

Your Response:

Start your student days!

Print out the forms, fill them in and fax them to your supporting **Tutor.**

Alternately send these to the nearest Centre who will appoint a Tutor.

Enquire about a bank account number to deposit the prescribed **Study Fees.**