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TCI is registered by the New Zealand Qualifications Authority as a Private Training Establishment under the provisions of the Education Act 1989 and its subsequent amendments.

The Catholic Institute of Aotearoa New Zealand is a member of the
NZAPEP Quality Commission Scheme

The Catholic Institute of Aotearoa New Zealand (TCI) takes reasonable care to ensure that the information in this publication is accurate at the time of printing. However, matters covered in this document are subject to change due to unanticipated circumstances, ongoing review, student demand, and resource availability. TCI therefore reserves the right to make changes without notice, and as far as the law permits, it accepts no responsibility or liability for errors or omissions which may be in this document.



VISION

The Catholic Institute of Aotearoa New Zealand is a centre for Catholic tertiary education and enquiry within the culture of Aotearoa New Zealand and its Catholic heritage, which assists in the education and formation of people in the Catholic faith through the provision of quality courses relevant to their formation as members of the People of God and their roles in the mission of the Church.

It will:

- meet the needs of the contemporary Church
- be widely accessible
- provide qualifications that are portable throughout New Zealand
- have sound pedagogy, research and scholarship
- operate in accordance with Catholic teaching
- be attractive to, and meet the aspirations of, people of all ages

SECTION 1 INFORMATION FOR STUDENTS

IMPORTANT DATES IN 2012

Official Opening Dates

TCI National Office	Monday 10 January
Start of Masters Degree Summer School	Monday 16 January
Start of Masters Degree Winter School	Saturday 7 July

Regional Offices

Auckland	Monday 23 January
Hamilton	Monday 23 January
Palmerston North	Monday 9 January
Wellington	Monday 9 January
Christchurch	Monday 16 January

Official Closing Dates

TCI National Office	Tuesday 18 December
Regional Offices	
Auckland	Friday 14 December
Hamilton	Friday 14 December
Palmerston North	Friday 14 December
Wellington	Tuesday 18 December
Christchurch	Friday 14 December

CONTACTS

Contacts for TCI regional offices

Auckland	Lyn Smith	09 379 6424	lyn.smith@auckland.ac.nz
Hamilton	Cynthia Piper	07 856 6989	cynthiap@cdh.org.nz
Palmerston North	Tom Silverwood	06 354 1780 ext 830	tsilverwood@pndiocese.org.nz
Wellington	Chris Duthie-Jung	04 496 1709	c.duthie-jung@wcec.org.nz
	Veronica Gray	04 496 1718	v.gray@wcec.org.nz
Christchurch	Charles Shaw	03 353 0751	cshaw@chch.catholic.org.nz
Dunedin	Susan Howard	03 474 5752	SusanH@cdd.org.nz

TCI National Office

Director of Academic Studies	Edwige Fava	04 819 8382	e.fava@catholicinstitute.ac.nz
Bursar	Veronica Gray	04 819 8387	v.gray@catholicinstitute.ac.nz
Registrar	Ann King	04 819 8381	a.king@catholicinstitute.ac.nz
NCRS office	Melania Luka-Lui	04 819 8380	ncrs@catholicinstitute.ac.nz
General Enquiries		04 819 8380	office@catholicinstitute.ac.nz

TEACHING SITES 2012

TCI has 12 permanent teaching sites for the delivery of courses and programmes. These are:

St Columba Centre
40 Vermont Street
Private Bag 47904
Ponsonby, Auckland 1144

Chanel Centre
51 Grey Street
PO Box 4353
Hamilton East 3247

Palmerston North Diocesan Centre
33 Amesbury Street
Private Bag 11012
Palmerston North 4442

Catholic Centre
22-30 Hill Street
PO Box 1937
Wellington 6140

Christchurch Catholic Education Office
Catholic Cathedral College site
122 Barbadoes Street
PO Box 4544
Christchurch 8140

Roncalli College
Wellington Street
PO Box 138
Timaru 7940

Holy Cross Conference Centre
89 Church Street
Mosgiel 9024

St John's College
85 Hillcrest Road
P O Box 11086
Hillcrest, Hamilton 3251

Massey University College of Education
Hokowhitu Campus
Private Bag 11222
Palmerston North 4442

Victoria University of Wellington College of
Education
Donald Street, PO Box 17310
Karori 6012

Canterbury University College of Education
Private Bag 4800
Christchurch 8140

John Paul II High School
10 Alexander Street
PO Box 160
Greymouth 7840

A few courses are offered at temporary teaching sites. Students will be notified where these occur.

STUDENT SUPPORT SERVICES AND STUDENT RESOURCES

Student Guidance

The Director of Academic Studies and the Programme Co-ordinators are available by appointment for Student guidance. While students are encouraged to discuss course options with staff at the beginning of the academic year, staff will be available throughout the year to assist students with their academic progress and needs. (Distance students are encouraged to contact the Co-ordinators at the teaching sites in their Dioceses for additional pastoral care and guidance.)

Students with Disabilities

TCI welcomes students with disabilities. If you have a disability which may affect your performance during classes, please indicate this on the enrolment form. Information you provide will help us to meet your needs.

Scholarships

An amount of money is available towards a number of scholarships leading towards full or partial qualifications. Eight scholarships are designated for Māori students. Six scholarships are designated for Pacific Island students. For further information, and for an application form, contact the Director of Academic Studies.

Assistance with Fees

TCI can help with course fees on an individual basis. Outstanding fees of over \$100.00 may be paid in instalments. No extra administration charge is made. Contact the Registrar if you require assistance.

Students with English as a Second Language

Opportunities for additional assistance can be made available. Contact your lecturer or local Programme Co-ordinator.

Tutorials

The Programme Co-ordinators will offer information about resources available for students who may require extra tuition or reading/writing assistance. Individual tuition is also available as required.

Study Skills

Study Skills sessions are available on demand. These sessions are offered free of charge. Please contact the Director of Academic Studies or your local Programme Co-ordinator for more information.

Library Resources

We have a range of library services across the country. The Wellington library is available for students studying through distance education. Contact the local Programme Co-ordinator. Special conditions apply for all library resources. Staff members are available to help.

Counselling Services

Please contact the local Programme Co-ordinator for more information.

Academic Services

Policies and Procedures

Relevant policies and procedures are made available to all students through a variety of means, including the pre-enrolment package, Student Manual, TCI website: www.catholicinstitute.ac.nz, lecturers and the Director of Academic Studies. All policies and procedures are held by the Director of Academic Studies.

Records

Student records are held by the Registrar. Students may view their own records on request.

The Director of Academic Studies will offer information about resources and will facilitate ongoing support.

INCREASED ACCESS TO LEARNING

In order to accommodate students' needs, courses are offered in a variety of ways. Most courses are also available through distance education.

Evening Courses

Evening lectures are generally of three hours duration. The taught component of each course is usually between six and nine weeks. Refer to the annual timetable in the middle of the Prospectus for dates and times of the teaching component of the courses. Note that the course completion date goes beyond the lectures and is usually 8 weeks after the end of the teaching component.

Holiday/Block Courses

Block courses are held during school holiday periods as well as at other times. The same number of teacher contact hours as for other courses is compressed into three or four days of teaching. The course completion dates are the same as for the evening courses and extend beyond the teaching contact times.

Summer and Winter Schools

Block teaching is held during January and July for papers leading to the Master of Educational Leadership.

Semester 1: 16-19 January, 21-24 January
Semester 2: 3-6 July

Distance Education

More information on distance learning is found on page 26.

Digital Delivery

Five Faith Update courses are offered using a variety of e learning technology.

Timetables

Dates and times for face to face taught courses and semester dates for distance education are provided at the back of this prospectus.

Contact the Director of Academic Studies or the regional Site Co-ordinator for further information.

Recognition of Prior Learning, Credits and Transfers

There is a system of credits and transfers which recognises prior learning. A policy on Recognition of Prior Learning/Current Competency and Credit Transfer is available at www.catholicinstitute.ac.nz and in the Student Manual. An application form for recognition of prior learning and credits is found in the Student Manual at www.catholicinstitute.ac.nz. Further details are available from the Director of Academic Studies.

There is a system of credits and transfers that enables students to staircase their qualifications to higher ones offered at TCI. Refer to the policies on Recognition of Prior Learning/Current Competency

and Credit Transfer and Awarding of Credits by Recognising Prior Learning and Current Competency in the Student Manual.

There is a system of credits and transfers that enables students to staircase their qualifications with other institutions.

The **Certificate in Catechetical Studies** carries credit points towards the Catholic system of Certification for teachers.

The **Diploma in Religious Studies** carries 36 credit points towards the Bachelor of Theology at Otago University; 54 credit points towards the Bachelor of Theology at Good Shepherd College; and 54 credit

points towards the Bachelor of Theology at the Catholic Institute of Sydney.

The **Diploma in Pastoral Leadership** carries 72 credit points towards the Bachelor of Theology at Otago University; 72 credit points towards the Bachelor of Theology at Good Shepherd College; and 72 credit points towards the Bachelor of Theology at the Catholic Institute of Sydney.

All Diplomas carry credit points towards the Catholic system of Certification for teachers.

INFORMATION FOR STUDENTS AT ALL LEVELS

Courses for Personal Interest

Students who do not wish to undertake the formal assessment component of courses may attend courses for personal enrichment. Such courses are not to be credited towards formal qualifications. Students in this category are awarded a Certificate of Personal Interest after the attendance of two courses. This is a certificate of attendance only.

Note: There is provision for students to complete the assessment component of the course if they so wish, and to have this accredited towards a formal qualification once they enrol.

Attendance at Lectures

Students are encouraged to attend all lectures but should not miss more than one lecture for each course. TCI's policy on attendance can be found in the Student Manual. If, for unforeseen circumstances, a lecture is missed, students are encouraged to contact their lecturer to make up for the missed class-time.

Class Size

Minimum Numbers

All classes with fewer than **six** enrolments will be cancelled two weeks before the course commencement date.

Maximum Numbers

While it is not envisaged that course applicants would exceed the number of places available on the course, TCI has strategies in place to accommodate larger numbers by assigning additional tutors to the group, dividing the group into smaller groups, or offering the course again during the calendar year. In the event that student enrolments exceed the number of available places, TCI will ensure a fair and equitable system for selection. This will include the following criteria:

- Ability to cope with studies at the level of the qualification (a pre-test based on the knowledge, skills and attitudes required to undertake studies at this level).
- Previous and/or current experience in the field.
- Aptitude towards the group with whom the student is likely to work, including aptitude towards working with Māori, Pacific Islanders and other minority cultures (an oral test based on the needs of specific cultural groups).

Assessment

Students enrolled in an accredited course are required to complete assessment tasks by the set date. In special circumstances, and at the discretion of the lecturer, extensions may be granted. Procedures on assessment and extensions are available in the Student Manual and on the web site.

A sample of students' work is kept on record for moderation and audit purposes. Students who do not wish to have their work kept with TCI are encouraged to contact the Director of Academic Studies.

Assessment in Te Reo Māori

TCI will offer the use of Te Reo Māori in assessment for those students who request it. Students are to inform the Director of Academic Studies of such requests with their application and enrolment prior to the commencement of the course.

Textbooks and Course Material

For most courses, students are supplied with a book of readings and/or a book of activities. Some courses recommend texts. These may be borrowed or purchased.

Priority of Students' Claims

In the event that TCI is unable to meet its commitments regarding courses, a refund will be

made to students calculated on a pro rata basis based on the undelivered portion of the course. This provision is currently underwritten by the Catholic Bishops of New Zealand. Refer to enrolment package: Disclosure of Information to Students 2012.

Complaints Procedures

Information on procedures for complaints, grievances and appeals for students are in the Student Manual 2012, on www.catholicinstitute.ac.nz, and may also be obtained from the Director of Academic Studies and local Programme Co-ordinators. These procedures deal with Withdrawal and Refunds and also include Academic, Assessment, Administration, Conduct, and Person Suitability issues.

Study Loans and Allowances

Currently, students studying at TCI are eligible for government student loans and allowances only for PC9298 Diploma in Pastoral Leadership. Refer to the Director of Academic Studies for more information. There is provision for students to contact TCI for help with tuition fees and scholarships - refer to **Scholarships** and **Assistance with Fees**, page 4.

TCI generates Government funding in the form of Student Achievement Component Funding for a number of its NZQA-approved programmes for which it is accredited to teach. Note that the application and enrolment package contains relevant information and policies detailing the compliance requirements of this subsidy.

APPLICATION AND ENROLMENT

If you are interested in any qualification, you can apply for more information or enrol by following these steps:

- Contact TCI by phone, email or call in to any one of the administrative sites. You will be provided with the information you need to choose the programme that is right for you and advice on the study options available.
- Complete and return the application/enrolment form available with this prospectus. While some programmes have a preferred application date, applications are welcome at any time throughout the year.

If a particular course is very popular and applications/enrolments are sufficient, consideration will be given to running an extra course. You are encouraged to apply as early as possible. This is also important to ensure that you will be informed in due time if a course fails to attract minimum numbers and is to be cancelled.

You will be advised as soon as possible if your application/enrolment has been successful.

First year students **must**:

- complete all sections of the **Application/Enrolment Form 2012**
- provide a signature at the end of the form
- provide all necessary documentation, **including proof of citizenship**.

Subsequent year students will be supplied with a **Returning Student Enrolment Form 2012**. They **must**

- Update any changes to their details on this Enrolment Form
- Provide a signature at the end of the form
- Provide all necessary documentation, **including photographic ID**.

The completed form must be returned to the regional site Co-ordinator, and in the case of distance education, to the Registrar, prior to the commencement of the course.

Note: For the following qualifications, students are to use a separate enrolment form for 2012. These are:

- Walk by Faith Programme (contact the NCRS office for details)
- Certificate in Leadership in a Catholic School (contact the Auckland regional office for details)
- Master of Educational Leadership

Students are **not** required to pay fees with their enrolment. Refer to **Payment of Fees**.

TCI collects and stores information from the enrolment forms to comply with the requirements of the Ministry of Education, the Tertiary Education Commission, NZQA, and to manage internal administrative processes.

FEES

TCI is committed to keeping tuition fees as low as possible and there have been very few fee increases for its certificate and diploma courses over the years. There will be a small increase in 2012 for its Certificate and Diploma courses. There will also be an increase in fees for the Master of Educational Leadership (Semester 2).

Government Policy

All information on fees and financial assistance is subject to changes in government policy.

Note: The following information is applicable only to those programmes offered in 2012.

All tuition fees are GST inclusive.

Tuition Fees and Course Costs

	Fee per Course
All courses toward the Certificate in Catechetical Studies	Free
Additional Administration Fee for all courses toward the Certificate in Catechetical Studies studied by Distance Education	\$10.80
All courses at Level 100 and 200 (except toward the Certificate in Catechetical Studies)	\$68.50
All courses at Level 300	\$100.50
Additional Administration Fee for all courses (except toward the Certificate in Catechetical Studies) studied by Distance Education	\$17.00
Master of Educational Leadership (per unit) Semester 1	\$1109.00
Master of Educational Leadership (per unit) Semester 2	\$1153.00
Walk by Faith (per year)	\$200.00
One day modules for the Certificate in Leadership in a Catholic School	\$63.00
Two day modules for the Certificate in Leadership in a Catholic School	\$84.00
Faith Updates	\$60.00

Fees for the Masters degree are paid on a semester basis and they cover all administrative costs, including application and enrolment fees, books of readings and any other class material as required. There are no extra charges. Course fees do not cover accommodation costs. Please note that these fees are applicable to students studying for the degree at TCI only. Three units will be offered in 2012.

Payment of Fees

All fees are to be paid eight days after the commencement of each course (paper). Walk by Faith fees can be paid by instalments.

Withdrawals

A student withdrawing from a course **within the specified withdrawal period** may apply in writing for a refund of course fees. A withdrawal form is available from the Registrar or the Site Co-ordinator.

Refunds will be calculated on a pro rata basis based on the undelivered part of the course. The withdrawal dates for courses are varied. **Withdrawal and Refunds Policy** and **Course Fees Information and Withdrawal and Refunds Procedures** are supplied in the enrolment package.

The specified withdrawal period for each course (paper) towards all **Certificates** and **Diplomas** is one month from the commencement of each course (paper). The specified withdrawal period for the **Master of Educational Leadership** is that specified by Australian Catholic University. The specified withdrawal period for **Distance Education** courses is one month from the start date of each semester.

Students must ensure that they become familiar with TCI's policy and procedures on withdrawal and refunds. This is available in the enrolment package in this Prospectus. Further assistance may be obtained from the Director of Academic Studies.

SECTION 2

QUALIFICATION AND COURSE INFORMATION

AWARDS 2012

TCI issues, or contributes to, the following awards to students who complete the prescribed programme:

- Certificate in Catechetical Studies
- Certificate in Pastoral Ministry
- Certificate in Pastoral Ministry (Hospitals)
- Certificate in Pastoral Ministry (Prisons)
- Certificate in Catholic Youth Ministry
- Certificate in Leadership in a Catholic School
- Certificate of Personal Interest
- Certificate and Diploma (Walk by Faith Programme)
- Diploma in Pastoral Leadership
- Diploma in Religious Studies stream Pastoral Ministry
- Diploma in Religious Studies stream Religious Education
- Diploma in Religious Studies stream Theological Studies
- Diploma in Scripture Studies
- Master of Educational Leadership (conferred by Australian Catholic University)

OTHER PROGRAMMES

- Faith Updates
- Professional development and ongoing formation for priests, parish ministers, and chaplains

ENTRY REQUIREMENTS

A number of programmes and courses are open entry to all students above the age of 17. Those that have some requirements are:

Certificate in Catechetical Studies: Students must already be enrolled as teacher trainees at Universities' Colleges of Education (or equivalent).

Certificate in Catholic Youth Ministry: Students must display a proven ability to cope with tertiary education, or at least a motivation to learn at this level. They should show an interest in working with youth.

Certificate in Pastoral Ministry (Hospitals): Students must display a proven ability to cope with tertiary education, or at least a motivation to learn at this level. They should show an interest in working in this area of Pastoral Ministry.

Certificate in Pastoral Ministry (Prisons): Students must be at least 18 years of age and they must display a proven ability to cope with tertiary education, or at least a motivation to learn at this level. They should show an interest in working in this area of Pastoral Ministry.

Master of Educational Leadership: Australian Catholic University has its own entry requirements for the Masters Degree. Contact the Wellington regional office for further information regarding entry requirements and special entry.

All students, irrespective of faith tradition, are welcome to apply.

STRUCTURE OF QUALIFICATIONS

Your regional site Co-ordinator will be able to give you academic guidance as to which qualification is right for you. Contact details for all sites are found on page 3 of this prospectus.

Certificate in Catechetical Studies PC2703

Level 5 72 credits

This qualification is for those who wish, while enrolled as a teacher trainee student at a University's College of Education, to enrich their own understanding of faith and acquire knowledge and skills which will allow them to confidently and competently teach Religious Education in Catholic schools. Those wishing to take their studies further in this area can study the Diploma in Religious Studies, stream Religious Education.

This is a programme of study offered by TCI in collaboration with Waikato University School of Education, Massey University College of Education, Victoria University of Wellington College of Education, and Canterbury University College of Education. It is open to students at these institutions. The programme consists of courses in Theology, Scripture and Religious Education as well as one teaching experience in a Catholic school.

At this level, students must complete the following courses:

- RE101 Introduction to Religious Education
- RE102 Introduction to Spirituality for Teachers
- TH101 Introduction to Catholicism
- TH102 Introduction to Theology
- SC101 Introduction to the Old Testament
- SC102 Introduction to the New Testament
- TE101 Teaching Experience (one section in a Catholic School)

Courses are taught at most of the Universities' sites as well as TCI's Hamilton, Palmerston North, Wellington and Christchurch teaching sites. Students are required to demonstrate competence in each course by the completion of assessment tasks.

This programme is approved by NZQA and TCI is accredited to teach it. Contact your regional office for more information.

Certificate in Pastoral Ministry

Level 5 72 credits

This qualification is for those who wish to enrich their own understanding of faith and acquire the knowledge and basic skills required for ministry roles in parishes and other church settings. This Certificate has a practical component. Those wishing to take their studies further in this area can study the Diploma in Religious Studies, stream Pastoral Ministry, and the Diploma in Pastoral Leadership.

It consists of courses in Theology, Scripture and Pastoral Ministry, including a pastoral experience course, which is the practical component of the programme. Open to all adult students.

All courses are at the 100 level. Students must complete the following:

- PM101 Church and Ministry
- PM102 Introduction to Liturgy
- TH101 Introduction to Catholicism
- TH102 Introduction to Theology
- SC101 Introduction to the Old Testament
- SC102 Introduction to the New Testament
- PE101 Experience in Ministry

Students are required to demonstrate competence in each course by the completion of assessment tasks.

This is not an NZQA-approved programme.
Contact your regional office for more information.

This qualification is for those who wish to enrich their own understanding of faith and acquire knowledge, skills and attitudes which will allow them to confidently and competently minister to youth in Catholic parishes and schools. Those wishing to take their studies further can study towards the Diploma in Religious Studies, stream Pastoral Ministry, and the Diploma in Pastoral Leadership.

It consists of courses in Youth Ministry, Theology, Scripture and one four-week practicum in a Catholic parish. Open to all adult students above the age of 17. Students will display a proven ability to cope with tertiary education, or at least a motivation to learn at this level. They should show an interest in working with youth.

Students must complete the following courses:

- YM101 Introduction to Catholic Youth Ministry
- YM102 Introduction to Spirituality for Youth Ministers
- YM103 Youth Ministry Experience (requisite requirements - see below)
- TH101 Introduction to Catholicism
- TH102 Introduction to Theology
- SC101 Introduction to the Old Testament
- SC102 Introduction to the New Testament

Students are to complete YM101, YM102, TH101 and either SC101 or SC102 before undertaking YM103 (practicum).

YM103 Practicum Timetable 2012

Semester 1

Monday 20 February	Semester begins
Friday 9 March	Journal 1: Plans for three sessions
Friday 16 March	Tutorial with Supervisor
Monday 19 March	Last date for withdrawal from the course
Friday 23 March	Start of Practicum (<i>Tutorials as required; Supervisor observes at least one representative session</i>)
Friday 4 May	End of Practicum
Friday 18 May	Journal 2: Evaluation and two Reflection Sheets sent to Supervisor
Friday 1 June	Report from Supervisor due to Programme Co-ordinator
Friday 08 June	Student Evaluation of course to Course Co-ordinator; Semester ends

Semester 2

Monday 9 July	Semester begins
Friday 27 July	Journal 1: Plans for three sessions
Thursday 9 August	Last date for withdrawal from the course
Thursday 9 August	Tutorial with Supervisor
Thursday 18 August	Start of Practicum (<i>Tutorials as required; Supervisor observes at least one representative session</i>)
Friday 5 October	End of Practicum
Friday 12 October	Journal 2: Evaluation and two Reflection Sheets sent to supervisor
Friday 19 October	Report from Supervisor due to Programme Co-ordinator
Friday 26 October	Student Evaluation of course to Course Co-ordinator; Semester ends

This programme is approved by NZQA and TCI is accredited to teach it.

Contact your regional office for more information.

This qualification is for those who wish to enrich their own understanding of faith and acquire the foundation skills and knowledge as assistants to chaplains in hospitals ministering to the sick. Those wishing to take their studies further can study towards the Diploma in Religious Studies, stream Pastoral Ministry, the Diploma in Pastoral Leadership, and any other chaplaincy qualification approved by hospitals.

It consists of courses in Pastoral Ministry, specific to hospital contexts, Theology and Scripture and is open to all adult students above the age of 17.

Students must complete the following seven courses:

- PMH101 Pastoral Theology for Hospital Ministry
- PMH102 Introduction to Spirituality for Pastoral Ministry in a Hospital Context
- PMH103 Pastoral Care of the Sick in a Hospital Context

- TH101 Introduction to Catholicism
- TH102 Introduction to Theology
- SC101 Introduction to the Old Testament
- SC102 Introduction to the New Testament

Students are strongly recommended to complete TH101, TH102, SC101 and SC102 before undertaking the PMH (Pastoral Ministry Hospital) courses.

Students are required to demonstrate competence in each course by the completion of set assignments.

This programme is approved by NZQA and TCI is accredited to teach it.
Contact your regional office for more information

Certificate in Pastoral Ministry (Prisons)

Level 5 72 credits

This qualification is for those who wish to enrich their own understanding of faith and acquire the foundation skills and knowledge as assistants to chaplains in prisons. Those wishing to take their studies further can study towards the Diploma in Religious Studies, stream Pastoral Ministry, the Diploma in Pastoral Leadership, and any other chaplaincy qualification approved by prisons.

It consists of courses in Pastoral Ministry, specific to prison contexts, Theology and Scripture and is open to all students aged 18 and over.

Students must complete the following seven courses:

- PMP101 Pastoral Theology for Prison Ministry
- PMP102 Introduction to Spirituality for Pastoral Ministry in a Prison Context
- PMP103 Introduction to Pastoral Care in a Prison Context
- TH101 Introduction to Catholicism
- TH102 Introduction to Theology
- SC101 Introduction to the Old Testament
- SC102 Introduction to the New Testament

Students are strongly recommended to complete TH101, TH102, SC101 and SC102 before undertaking the PMP (Pastoral Ministry Prisons) courses.

Students are required to demonstrate competence in each course by the completion of set assignments.

This programme is approved by NZQA and TCI is accredited to teach it.
Contact your regional office for more information.

Certificate in Leadership in a Catholic School

Level 4

This is a professional qualification for teachers and is designed for those who aspire to leadership roles in a Catholic school and who have gained, or are in the process of gaining, Catholic School Certification. This qualification is a good foundation course that will inspire you to take higher study in this discipline. TCI offers the Master of Educational Leadership through Australian Catholic University (ACU) for those interested in this area of study.

Note: This qualification does **not** entitle graduates to entry in the masters degree. Refer to ACU entry requirements.

It consists of 8 modules in Theology, Religious Education and Leadership and is taught face to face in Auckland.

Students must complete either 757.h Professional Project or 757.i Reading Project and seven of the following nine modules

- 249 Maori Theology & Spirituality
- 757.a Catholic Character 1
- 757.a Catholic Character 2
- 757.b Pastoral Care
- 757.c Leadership Styles 1
- 757.c Leadership Styles 2
- 757.d Faith Development
- 757.e Spirituality & RE
- 757.f Contemporary Leadership
- 757.g The Role of the DRS

Students are required to demonstrate competence in each course by the completion of set assignments.

This qualification is owned by the Catholic Institute of Theology (CIT) and is available in Auckland only.

This is not an NZQA approved programme.

Contact the Auckland office for more information.

Certificate of Personal Interest

This is for those who wish to enrich their understanding of faith or for ongoing professional development without gaining credit toward an award.

It consists of any two courses from the 100, 200, and 300 levels.

Assessment of the course/s is optional.

If assessment is completed satisfactorily the course/s can be accredited towards a formal qualification.

Note: Anyone is welcome to attend any of the courses on offer at TCI for personal interest only or for ongoing professional development without obtaining a qualification.

Walk by Faith

This programme of study is in personal formation and it is for those who wish to deepen their understanding of, and faith in, God. It is designed to help students know and understand self and their personal "story"; reflect on their experience of self in relationship to others and to God; know more about their own faith journey; reflect on their experience in the community called Church; hear the Church's story (Scripture/Tradition); celebrate it (Eucharist); and respond (service).

This is a three-year formation programme through distance education that leads to Certificates in specialist areas at the end of Years 1 and 2 and a Diploma in Catechesis or Evangelisation at the end of Year 3. Each study year is divided into six themes and each theme covers six weeks of study. Assignments provide opportunity for personal reflection on the themes and readings.

Students may enrol for one, two or three years.

Year One: **Journey of Faith:** Our understanding of ourselves and our search for meaning in life.

1 Images of God	Theme 1	Our religious situation in daily life
	Theme 2	The gift of God in creation
	Theme 3	The human condition
2 Jesus Christ	Theme 4	Jesus, Messiah - God's self - gift in human history
	Theme 5	The Church - Missioned people of God
	Theme 6	The Believer - one called to witness

Year Two: **Christian Journey:** Deepening our faith in the light of the person and Gospel of Jesus Christ

1 Church	Theme 1	The catechist - one who shares faith with others
	Theme 2	Exodus - Covenant: An introduction to the Old Testament
2 Symbol Ritual Sacrament	Theme 3	New Creation - an introduction to the New Testament
	Theme 4	The Good News of Jesus Christ
	Theme 5	The Church - a living community
	Theme 6	Life in Christ's Spirit - Sacraments of initiation

Year Three: **Journey into Mission:** Expressing our Christian Faith in mission

1 Justice	Theme 1	Evangelisation and Catechetics
	Theme 2	Revelation
	Theme 3	My life - a journey towards wholeness
	Theme 4	The Church facing society in Aotearoa-New Zealand
2 Project Presentation	Practical work: a project in proclaiming Christ Jesus in my own situation	

This is not an NZQA-approved programme.

The programme has assessment, two weekend seminars per year, tutorials for each theme, tutor comments on assignments, and a final project moderated by a national panel.

This qualification is owned by the National Centre for Religious Studies (NCRS). Contact your regional office for more information.

Diploma in Pastoral Leadership PC9298

Level 6 245 credits

This qualification is for those who wish to enrich their own understanding of faith and acquire knowledge and pastoral skills that will equip them for leadership roles in parishes without resident priests and other church settings. For those wishing to study further, this Diploma carries credits towards Bachelor of Theology degrees at Otago University, Good Shepherd College and the Catholic Institute of Sydney. Refer to Section 1, Recognition of Prior Learning, Credits and Transfers for more information.

It consists of courses in Scripture, Theology, Ministry, Spirituality and Leadership. Open to all adult students.

At the 100 level, students must complete the following courses:

- TH101 Introduction to Catholicism
- TH102 Introduction to Theology
- TH110 Introduction to Christian Morality
- SC101 Introduction to the Old Testament
- SC102 Introduction to the New Testament

At the 200 level, students must complete the following courses:

- PM202 Celebrating the Liturgy
- PM232 Liturgical Leadership and Practice
- TH203 Understanding Church
- TH211 Catholic Social Teaching
- TH219 Māori Spirituality
- TH231 Catholic Spiritual Tradition
- TH236 The New Zealand Church: Leadership in Context

At the 300 level, students must complete the following courses:

- SC335 Biblical Themes and Models for Leadership

N.B. It is recommended that SC101 and SC102 be completed before attempting SC335.

- TH336 Sacraments of the Church
- LD/PM331 Leadership and Ministry
- LD/PM332 Skills for Pastoral Leadership

N.B. It is recommended that LD/PM331 be completed before attempting LD/PM332.

- LD/PM333 Values and Ethics in Pastoral Leadership

N.B. It is recommended that TH110 be completed before attempting LD/PM333.

- LD/PM334 Pastoral Leadership in Synthesis

N.B. It is highly recommended that all other courses be completed before enrolling in LD/PM334.

Students are required to demonstrate competence in each course by the completion of assessment tasks.

This programme is approved by NZQA and TCI is accredited to teach it.

Contact your regional office for more information.

Diploma in Religious Studies – Stream: Pastoral Ministry PC2704

Level 6 135 credits

This qualification is for those who wish to enrich their own understanding of faith and acquire the knowledge and more advanced skills required for ministry roles in parishes or other church settings. Those wishing to study further and specialise in pastoral leadership can study towards the Diploma in Pastoral Leadership at TCI. For higher studies, this Diploma carries credits towards the Bachelor of Theology degrees at Otago University, Good Shepherd College and the Catholic Institute of Sydney. Refer to Section 1, Recognition of Prior Learning, Credits and Transfers for more information.

It consists of courses in Theology, Scripture and Pastoral Ministry. Open to all adult students.

At the 100 level, students must complete the following courses:

- PM101 Church and Ministry
- PM102 Introduction to Liturgy
- TH101 Introduction to Catholicism
- TH102 Introduction to Theology
- SC101 Introduction to the Old Testament
- SC102 Introduction to the New Testament

At the 200 level, students are required to select:

- TH203 Understanding Church
- PM203 Rite of Christian Initiation of Adults
- One other 200 level Pastoral Ministry course
- One 200 level Scripture course
- One elective course in Theology, Scripture, Pastoral Ministry or Religious Education at the 200 level.

Students are required to demonstrate competence in each course by the completion of assessment tasks.

This programme is approved by NZQA and TCI is accredited to teach it.

Contact your regional office for more information.

Diploma in Religious Studies – Stream: Religious Education PC2704 Level 6 135

This qualification is for those who wish to enrich their own understanding of faith and acquire the knowledge and skills required for teaching religious education and for positions of leadership in Catholic schools. This Diploma carries credits towards Bachelor of Theology degrees at Otago University, Good Shepherd College and the Catholic Institute of Sydney.

It consists of courses in Theology, Scripture and Religious Education. Open to all adult students.

At the 100 level, students must complete the following:

- RE101 Introduction to Religious Education
- RE102 Introduction to Spirituality for Teachers
- TH101 Introduction to Catholicism
- TH102 Introduction to Theology
- SC101 Introduction to the Old Testament
- SC102 Introduction to the New Testament

At the 200 level, students are required to select:

- TH203 Understanding Church
- Two 200 level Religious Education courses
- One 200 level Scripture course
- One elective course in any of the Theology, Scripture, Pastoral Ministry or Religious Education fields at the 200 level.

Students are required to demonstrate competence in each course by the completion of assessment tasks.

This programme is approved by NZQA and TCI is accredited to teach it.

Contact your regional office for more information.

Diploma in Religious Studies – Stream: Theological Studies PC2704 Level 6 135

This qualification is for those who wish to enrich their own understanding of faith and acquire knowledge and skills that can be applied to Catholic schools, parishes and other church settings. Those wishing to study further and specialise in pastoral leadership can study towards the Diploma in Pastoral Leadership at TCI. This Diploma also carries credits towards Bachelor of Theology degrees at Otago University, Good Shepherd College and the Catholic Institute of Sydney.

It consists of courses in Theology and Scripture. Open to all adult students.

At the 100 level, students must complete the following courses:

- TH101 Introduction to Catholicism
- TH102 Introduction to Theology
- TH103 History of the Sacraments
- TH104 Social Issues: Catholic Social Teaching Today

- SC101 Introduction to the Old Testament
- SC102 Introduction to the New Testament

At the 200 level, students are required to select:

- TH201 Understanding Sacraments
 - TH203 Understanding Church
 - One other 200 level Theology course
 - One 200 level Scripture course
 - One elective course in Theology, Scripture, Pastoral Ministry or Religious Education at the 200 level
- Students are required to demonstrate competence in each course by the completion of assessment tasks.

This programme is approved by NZQA and TCI is accredited to teach it.
Contact your regional office for more information.

Diploma in Scripture Studies PC2704

Level 6 135 credits

This qualification is for those who wish to enrich their own understanding of faith, and acquire knowledge and skills that can be applied to various ministries in the Church. Those wishing to take their studies further can study towards the Diploma in Pastoral Leadership.

It consists of courses in Scripture and Theology. Open to all adult students.

At the 100 level, students must complete the following courses:

- SC101 Introduction to the Old Testament
- SC102 Introduction to the New Testament
- SC103 Introduction to New Testament Greek
- Either SC104 Introduction to Biblical Hebrew
- Or SC105 Wisdom Literature
- TH101 Introduction to Catholicism
- TH102 Introduction to Theology

At the 200 level, students must complete the following courses:

- SC206/RE200 The Synoptic Gospels
- SC207 New Testament Letters
- SC210 The Pentateuch
- SC213 The Prophets
- One other 200 level Scripture course

Students are required to demonstrate competence in each course by the completion of assessment tasks.

This is not an NZQA-approved programme.
Contact your regional office for more information.

Master of Educational Leadership

Master of Educational Leadership

This qualification is for those who wish to enrich their own understanding of faith and acquire the theory and practice of leadership in Catholic schools and other organisations. This degree is awarded by Australian Catholic University.

The Master of Educational Leadership is a programme of study awarded by Australian Catholic University and taught at TCI. This degree is offered nationwide and is taught in block courses held in Wellington during January and July. Entry requirements follow Australian Catholic University policy.

The Degree consists of eight papers (units). To satisfy the requirements for the award of the Degree, candidates must complete the two core units, three specialist units, and three elective units.

ACU Core Units

- EDLE640 Perspectives on Leadership
- EDLE641 Values and Leadership

Specialist / Elective Units

- EDLE633 Leading Authentic Learning
- EDLE605 Leading Educational Change

- EDLE629 The Study of Organisations
- EDLE630 Project: Professional Practicum – Enquiry Project
- EDLE600 Developing Inspired Leadership
- EDLE627 TBA

Note: Specialist/elective units above are subject to change.

Note: This is not an NZQA-approved programme as it is awarded by an overseas university. Where 8 ACU papers are completed (or there is a combination of credit given for other masters level study NOT already credited elsewhere, that is, papers that have not been credited towards another qualification) the degree is likely to be recognised as comparable to a qualification at Level 9 (120 credits) on the New Zealand Qualifications Framework. If this Masters degree is required for salary purposes, as with all overseas qualifications, students would need to apply to NZQA for recognition of equivalence and the Ministry of Education for salary adjustment.

The Masters' degree Co-ordinator is Chris Duthie-Jung. For further information on the Master of Educational Leadership contact the Wellington office.

Faith Updates

Faith Updates are short courses for those who wish to enrich their own understanding of faith. They are designed for teachers in Catholic schools who wish to work towards the Catholic education certification system, parishioners who wish to further their knowledge, or for personal interest.

These courses are meant to be delivered digitally, and students will be able to study interactively on their own or in groups. Each course has an assessment component that can carry credit towards one formal course (paper).

Faith Updates available in 2012:

- FL101 Jesus Christ - Jesus Who?
- FL102 The God of Jesus Christ - Who did Jesus Pray to?
- FL103 What is the Old Testament - Birds and Bees to Maccabees
- FL104 Catholic Social Teaching - It's not Charity but Justice!!
- FL105 The Early Church - From a Table to the Altar

Contact your regional office for more information.

National Centre for Religious Studies (NCRS)

NCRS has traditionally offered a number of stand-alone courses and these will still be on offer. These are offered through distance education.

- Introduction to Church History (Parts I and II)
- Our Foremothers in Scripture and in the Church
- Maori Spirituality
- Introduction to the New Testament
- Introduction to the Old Testament

Contact your regional office for more information.

Study for Your Own Interest

Anyone is welcome to attend any of the courses on offer at TCI, including courses by NCRS, for personal interest only or for ongoing professional development without obtaining a qualification.

COURSE DESCRIPTIONS 2012

It is recommended that Level 100 courses are attempted prior to attempting Level 200 and 300 courses.

Scripture

All courses with TH/RE200 and SC/RE200 are interdisciplinary and can be credited for RE200

SC101 INTRODUCTION TO THE OLD TESTAMENT

Level 5, 10 Credits

Written over a long period of time, the Old Testament describes God's relationship with the Hebrew people. Who were these people? What was this relationship about? When did it happen? This course will introduce participants to the key events, dates, places and people of the Old Testament.

Course Material: Bible, Course Reader

SC102 INTRODUCTION TO THE NEW TESTAMENT

Level 5, 10 Credits

The New Testament was written by a number of people in the light of faith in the Resurrection using a variety of literary forms. This course is designed to familiarise participants with the content and world of the New Testament.

Course Material: Bible, Course Reader

SC203 LUKE/ACTS

Level 6, 15 Credits

The Gospel of Luke is the longest of the Gospels and was originally joined to Acts, blending together the story of Jesus and that of the early Church. In this course students will consider the background, content, major features, themes and characters of these two books.

Course Material: Bible, Course Reader

SC204 GOSPEL OF JOHN

Level 6, 15 Credits

The Gospel of John shows us Jesus as the Word of God made flesh who has come into the world to continue the work of God. In this course students will deepen their knowledge and understanding of the background, significant stylistic features, theology, major characters and themes of this Gospel.

Course Material: Bible, Course Reader

SC206/RE200 THE SYNOPTIC GOSPELS

Level 6, 15 Credits

The Gospels of Matthew, Mark and Luke are known as the "synoptic" Gospels. This course will present an overview of the three Gospels to show how each evangelist presents the same Christ in a different, but not contradictory, manner from the others and how

the differences in presentation can deepen our own faith in Christ.

Course Material: Bible, Course Reader

SC208 WOMEN IN THE NEW TESTAMENT

Level 6, 15 Credits

The New Testament shows clearly that women led the way in faith and discipleship. By examining the texts of the New Testament, participants will be introduced to characters who may have been overlooked in traditional presentations.

Course Material: Bible, Course Reader

SC210 THE PENTATEUCH

Level 6, 15 Credits

The Pentateuch, the "Five Books of Moses" (Genesis, Exodus, Leviticus, Numbers, Deuteronomy) is also known as the "Torah" or "Law". It is of primary importance in the Jewish canon of Scripture. This course presents an overall view of the books, their content, structure and origin.

Course Material: Bible, Course Reader

SC335 BIBLICAL THEMES AND MODELS FOR LEADERSHIP

Level 6, 15 Credits

Building upon the introductory Scripture courses, this course will explore several significant biblical themes relevant to leadership such as: call, covenant, reign of God and community. It will also consider the person of Jesus and various other biblical men and women from a leadership perspective.

Course Material: Bible, Course Reader

Theology

All courses with TH/RE200 and SC/RE200 are interdisciplinary and can be credited for RE200

TH101 INTRODUCTION TO CATHOLICISM

Level 5, 10 Credits

What are the key distinguishing characteristics of Catholicism? How are they expressed today? In considering these questions, this course aims to provide useful background for those interested in exploring the question of Catholic identity.

Course Material: Course Reader

TH102 INTRODUCTION TO THEOLOGY

Level 5, 10 Credits

Theology is "faith seeking understanding". This course will explore questions about God, Jesus

Christ, creation and being human in light of scripture, tradition and experience. Students will be encouraged to see themselves as both experiencing and receiving theology.

Course Material: Course Reader

TH103 HISTORY OF THE SACRAMENTS

Level 5, 10 Credits

This course will give an overview of the major historical changes and developments that have influenced our understanding and practice of the sacraments. This in turn will help students to better understand the issues relating to sacraments today.

Course Material: Martos, J. (2001). *Doors to the sacred: A historical introduction to the sacraments in the Catholic Church*, Liguori, MO: Liguori/Triumphs

TH104 SOCIAL ISSUES: CATHOLIC SOCIAL TEACHING TODAY

Level 5, 10 Credits

What is Catholic social teaching? This course will outline the Church's teaching on justice and peace. Some major social issues will be explored with a view to helping participants better understand how Catholic social teaching can be applied to action for justice and peace.

Course Material: Course Reader

TH110 INTRODUCTION TO CHRISTIAN MORALITY

Level 5, 10 Credits

Christian morality seeks a faith-filled response to the ordinary and "not so ordinary" issues that people face. This course will examine the key principles underlying Christian morality and will introduce students to some of the different approaches to moral decision-making.

Course Material: Course Reader

TH201/RE200 UNDERSTANDING SACRAMENTS

Level 6, 15 Credits

This course will give an overview of the theological understanding of the sacraments today and help participants view the sacraments more critically, renewing their own approach to and understanding of them.

Course Material: Course Reader

TH203 UNDERSTANDING CHURCH

Level 6, 15 Credits

This course looks at the Catholic Church's understanding of itself from the time of the Second Vatican Council, particularly as expressed in the document *The Constitution on the Church (Lumen gentium)*.

Course Material: Course Reader

TH206a/RE200 CHURCH HISTORY: THE EARLY AGES

Level 6, 15 Credits

The period is a long one and it is not possible to cover all issues. The course will examine the emergence of the Church within the culture of the Roman Empire, both east and west. It will trace the conflict between

heresy and orthodoxy, especially in the debates concerning the person of Christ. Attention will also be given to the administration of the Church and the development of episcopal and papal government. In conclusion, we shall look at the conflict over the use of images which was resolved by the seventh ecumenical council.

TH206c/RE200 CHURCH HISTORY: THE REFORMATION

Level 6, 15 Credits

This course traces the history of the Church from before the Protestant Reformation and looks at the events that led up to the Counter-Reformation and the Council of Trent. Areas covered include Counter-Reformation theology, spirituality and attitudes to new scientific learning. Martin Luther, Henry VIII, Mary Tudor, Queen Elizabeth I and John Calvin will be some of the people studied.

Course Material: Course Reader

TH211 CATHOLIC SOCIAL TEACHING II

Level 6, 15 Credits

It is the special vocation of the laity to advance the reign of God by acting as a leaven in the world and transforming society. This course will explain the Church's social teaching in some detail and focus on the permanent elements in that teaching. The course aims to give participants the knowledge and understanding necessary in order to apply the Church's teaching with confidence to the issues of the day.

Course Material: Course Reader

TH219/RE200 MAORI SPIRITUALITY

Level 6, 15 Credits

This course will assist students to deepen their understanding of being Christian in the bi-cultural context of Aotearoa New Zealand through an exploration of concepts and values central to Māori spirituality.

Course Material: Course Reader

TH231 CATHOLIC SPIRITUAL TRADITION

Level 6, 15 Credits

This course introduces students to the major contributors, movements and contexts associated with Christian spirituality from the early Church until today. They will identify and analyse historical developments in the Christian spiritual tradition and examine ecumenical and Maori spirituality in Aotearoa-New Zealand from a Catholic perspective.

Course Material: Course Reader

TH236 THE NEW ZEALAND CHURCH: LEADERSHIP IN CONTEXT

Level 6, 15 Credits

This course will provide students with an overview of major historical features that are the legacy of the global Church of our time. In addition, students will explore the tradition and history of the New Zealand

Church with a view to being able to exercise leadership in a biculturally sensitive way.

Course Material: Course Reader

TH336 SACRAMENTS OF THE CHURCH

Level 6, 15 Credits

This course examines the key ideas associated with the theology and practice of the Catholic sacraments and significant aspects of their historical development. These relate to parish celebrations of the Sunday Eucharist and other sacraments.

Course Material: Course Reader

Religious Education

All courses with TH/RE200 and SC/RE200 are interdisciplinary and can be credited for RE200

RE101 INTRODUCTION TO RELIGIOUS EDUCATION

Level 5, 10 Credits

This course will introduce participants to the philosophy of the Catholic school, the role of the teacher, the principles, general aims, contexts, teaching approaches, assessment and language of Religious Education by examining the Religious Education Curriculum Statements for Catholic primary and secondary schools.

Course Course Reader

Material: National Centre for Religious Studies. (1996) Religious Education Curriculum Statement Wellington: NCRS (*Primary*)

National Centre for Religious Studies. (1990) Religious Education in the Catholic Secondary School Syllabus Document Auckland: NCRS (*Secondary*)

RE102 INTRODUCTION TO SPIRITUALITY FOR TEACHERS

Level 5, 10 Credits

This course will provide an opportunity for participants to explore the meaning of spirituality and ways of nourishing their own spirituality. Practical suggestions for helping children develop their spirituality will be offered.

Course Material: Course Reader

RE201 WHAT MAKES A SCHOOL CATHOLIC?

Level 6, 15 Credits

What makes a school Catholic? What is meant by "special character"? What is the role of teachers, Boards of Trustees and others, in maintaining and enhancing the Catholic character of a school? This course draws on Church documents, other current writings and the experience of the participants to provide some answers to these and related questions.

Course Material: Course Reader

Pastoral Ministry

PM101 CHURCH AND MINISTRY

Level 5, 10 Credits

This course examines different understandings of Church, with special emphasis on the "Community of Disciples" or "Communio" model. The significance of liturgy, the meaning of mission and ecumenism, and the role of ministers, ordained and lay are some of the issues explored.

Course Material: Course Reader

PM102 INTRODUCTION TO LITURGY

Level 5, 10 Credits

Using an experiential teaching method, the aim of this course is to look at the theory and principles of liturgy and how these can be adapted to practical situations that relate to the everyday liturgical practice of the Church.

Course Material: Course Reader

PM202 CELEBRATING THE LITURGY

Level 6, 15 Credits

This course will examine in some depth the many dimensions that are essential to a more extensive research of liturgy. Both theoretical and practical in delivery, the course will examine Vatican Council II and the renewal of the liturgy, the purpose of the Scripture in worship, the Eucharist, Church art and architecture, various rites and a more detailed look at some of the main ministries in our liturgical celebrations as well as the role of the liturgy committee.

Course Material: Course Reader

PM203 RITE OF CHRISTIAN INITIATION OF ADULTS (RCIA)

Level 6, 15 Credits

The aim of this course is to give participants an appreciation of the RCIA as a process rather than a programme. It will explore the key elements of each period and stage of the RCIA, as well as possible ways of on-going development.

Course Material: Course Reader

PM206 TRADITIONS OF PRAYER

Level 6, 15 Credits

Prayer is at the heart of our Christian tradition. This course will provide an introduction to different forms of Christian prayer over the centuries.

Course Material: Course Reader

PM232 LITURGICAL LEADERSHIP AND PRACTICE

Level 6, 15 Credits

The course is designed to assist those who are called to be lay leaders in parishes, to evaluate important issues in the liturgical theology and spirituality of the Catholic Church. The course includes a practical dimension which will help participants appreciate the skills required for leadership in community prayer.

Course Material: Course Reader

PMH101 PASTORAL THEOLOGY FOR HOSPITAL MINISTRY

Level 5, 10 Credits

Pastoral Theology seeks to understand the implications of faith within the experience of the Church. This course will study pastoral care in hospitals. Students will use theological reflection to identify ways of helping people respond to God's transforming love in the midst of experiencing trauma, tragedy, terminal illness and grief.

Course Material: Course Reader

PMH102 INTRODUCTION TO SPIRITUALITY FOR PASTORAL MINISTRY IN A HOSPITAL CONTEXT

Level 5, 10 Credits

This course will provide an opportunity for participants to explore the meaning of spirituality and ways of nourishing it in their own lives. It will also provide participants with practical suggestions for appropriate prayer with individuals and groups in a hospital-related context.

Course Material: Course Reader

PMH103 PASTORAL CARE OF THE SICK IN A HOSPITAL CONTEXT

Level 5, 10 Credits

Ministry in hospitals bears witness to Christ's presence through pastoral care. This course evaluates values and skills for the pastoral care of patients with particular needs. Students will also examine the professional requirements for pastoral carers working in hospitals and explore their implications.

Course Material: Course Reader

PMP101 PASTORAL THEOLOGY FOR PRISON MINISTRY

Pastoral theology seeks to understand the implications of faith for the actual situation of the Church, specifically here in relation to pastoral care in a prison context. Christian faith holds that God's transforming love can help people who are experiencing incarceration, pain and suffering of any kind. Students in this course will use theological reflection to identify ways of helping people in prisons to respond to God in the bicultural context and multicultural reality of Aotearoa New Zealand.

Course Material: Course Reader

PMP102 INTRODUCTION TO SPIRITUALITY FOR PASTORAL MINISTRY IN A PRISON CONTEXT

Christian spirituality, or the experience of following Jesus Christ in everyday life and in prayer, is at the heart of pastoral ministry. This course will provide an opportunity for participants to explore the meaning of spirituality and ways of nourishing it in their own lives. The course will also provide participants with practical suggestions for appropriate prayer with individuals and groups in a prison-related context.

Course Material: Course Reader

PMP103 PASTORAL CARE IN A PRISON CONTEXT

Ministry in a prison context bears witness to Christ's presence through pastoral care. The course will examine theological and spiritual values that inspire pastoral care relationships in a bicultural/multicultural society. It will evaluate values and skills for the pastoral care of inmates with particular needs and those who experience trauma, grief or conflict. Students will examine the boundaries outlined in professional documents and codes in Aotearoa New Zealand and explore the implications of these boundaries as they relate to the prison context.

Course Material: Course Reader

LD/PM331 LEADERSHIP AND MINISTRY

Level 6, 15 Credits

This course will explore the influence a Christian world view has on the way people enter into the leadership process. It will examine the nature of the organisation where people do leadership and consider how doing leadership within the parish context can constitute ministry.

Course Material: Course Reader

LD/PM332 SKILLS FOR PASTORAL LEADERSHIP

Level 6, 15 Credits

This course will assist students to gain insights into, and some experience of, the key organisational, management, administration and basic 'pastoral counselling' skills required in pastoral leadership. The Catholic-Christian view of the person forms the background against which this course will be conducted.

Course Material: Course Reader

LD/PM333 VALUES AND ETHICS IN PASTORAL LEADERSHIP

Level 6, 15 Credits

Technological developments are becoming integrated into and changing our social practices and institutions, including sexuality, marriage and family life. This course will help students to engage with some of the pastoral issues that people face today from the beginning of life through to the end of life. The backdrop for reflecting on these issues is that of the Catholic-Christian moral tradition, including its tradition of canon law.

Course Material: Course Reader

LD/PM334 PASTORAL LEADERSHIP IN SYNTHESIS

Level 6, 15 Credits

The aim of this paper is to bring together the different learning from the academic and practical components of the Diploma in Pastoral Leadership Programme. Various themes will be identified and students will be asked to apply their insights to different scenarios. It will also provide an opportunity to explore the Church and leadership of the future.

Course Material: Course Reader

YM101 INTRODUCTION TO YOUTH MINISTRY

Level 5, 10 Credits

Catholic ministry with young people is about identifying and developing the overlap between the mission of the Catholic faith tradition and the contemporary world of the young. Through an examination of *A Framework for Catholic Ministry with Young People in Aotearoa New Zealand* this course will introduce participants to the goals, themes and components of Catholic Youth Ministry.

Course Material: Course Reader

YM102 INTRODUCTION TO SPIRITUALITY FOR YOUTH MINISTERS

Level 5, 10 Credits

Christian spirituality, the experience of following Jesus Christ in everyday life and in prayer, is at the heart of pastoral ministry. This course will provide an opportunity for participants to explore the meaning of spirituality and ways of nourishing it in their own lives. The course will also provide participants with practical suggestions for helping young people develop their spirituality.

Course Material: Course Reader

YM103 YOUTH MINISTRY EXPERIENCE

Level 5, 12 Credits

The Youth Ministry Experience is an opportunity to experience the life of the Catholic faith community and to actively participate as a leader in ministry with young people. It is a chance to further explore the role of the youth minister and to model gospel values to young people, parents and the wider Catholic community.

Course Material: Course Reader

Modules for the Certificate in Leadership in a Catholic School

249 INTRODUCTION TO MAORI THEOLOGY AND SPIRITUALITY (10 hours)

Maori presenters will introduce participants to the basic concepts of Maori theology and spirituality through interaction and experience.

757.a LCS CATHOLIC CHARACTER 1

This module will explore issues relating to the dynamics of leadership and the vision of a Catholic school.

757.a LCS CATHOLIC CHARACTER 2

This module will explore issues relating to the vision of a good Catholic school and principles of Catholic character.

757.c LCS LEADERSHIP STYLES 1

An investigation into shared leadership approach in the gospels and how that is demonstrated in Catholic Schools today.

757.c LCS LEADERSHIP STYLES 2

An investigation into some models of leadership and the ways in which situations can often determine the use of a particular Leadership approach.

757.d LCS FAITH DEVELOPMENT

This module will explore Faith Development theory and its implication for the school curriculum. This module may be cross-credited into the Certificate in Religious Education and Leadership in a Catholic School.

757.f LCS CONTEMPORARY LEADERSHIP

This module will examine the research on contemporary leadership issues in Catholic schools.

Units for the Master of Educational Leadership

EDLE605 LEADING EDUCATIONAL CHANGE

This Unit recognises that changes within society have implications for educational institutions including Catholic schools and education systems. Moreover, it is understood that authentic leadership is required to address the challenge of societal change. This unit introduces students to the various models of change available to educational leaders and assists them to critically evaluate these models in the light of the literature and their professional experience. Emphasis will be given to the development of an authentic model of change and the application of this model in respect of the leadership of personal, interpersonal and organisational change.

EDLE630 PROJECT B PROFESSIONAL PRACTICUM-ENQUIRY PROJECT

This unit will focus on ways of thinking about what and how we know as well as how we gather and interpret information about organisations. People will use the time together to explore some of the assumptions behind enquiring into what is happening as well as considering ways of going about gathering that information. Participants will have the chance to discuss ways of exploring topics, but the nature of this enquiry will be very much determined by the topic that each chooses to explore. The project will be to take the processes they have explored and use them to understand more deeply aspects of an organization to which they have access.

EDLE640 PROSPECTIVES ON LEADERSHIP

This unit extends and deepens students' understandings of the "nature" of leadership in general and specifically in educational organisations. It provides students with engaging experiences to appreciate the history and origins of modern leadership as well as its approaches in organisations, particularly those with a faith-based orientation and a learning focus. This invites a critical scrutiny of leadership and organisation theory in its various manifestations. It supports students as they strive to transform organisational cultures while nurturing personal and social growth. Students will be expected to apply their learning to their own contexts.

EDLE628 ETHICAL LEADERSHIP

What does ethical leadership look like in practice and how can we foster it?

Starting with some fundamental definitions of ethics, morality and leadership, this course will explore the question of what it means to exercise educational leadership in an ethical way in a world that often separates religion (personal beliefs) and (political) action. Beginning with the notion that leaders are called to be responsive in particular contexts and situations, students will be led to reflect on the changing context in which they live and work. The

belief that ethical leadership involves an engagement with civic affairs and an active commitment to the common good will be an enduring theme. Throughout the course students will be encouraged to make links back to their own lives and to the specific fields of practice in which they find themselves exercising educational and other types of leadership.

Faith Updates

FL101 JESUS CHRIST - JESUS WHO?

Who was this God/man who caused such a stir by preaching such a simple message? What do we know and what can we say about him? This course will briefly explore some of the key questions surrounding history's most influential figure – the God/human person of Jesus Christ.

FL102 THE GOD OF JESUS CHRIST - WHO DID JESUS PRAY TO?

What do we mean when we say the word 'God'? What does God mean to us today? Who is the God of Jesus? This course will look at these questions and explore who we are talking about when we talk about God.

FL103 WHAT IS THE OLD TESTAMENT - BIRDS AND BEES TO MACCABEES

How can we make sense of the Old Testament? It's really not that hard! This course will briefly explore a few of the who, what, where, when, why and how questions in order to give students an Old Testament 'big picture'.

FL104 CATHOLIC SOCIAL TEACHING - IT'S NOT CHARITY, BUT JUSTICE!!

"To love someone is to desire that person's good and take effective steps to ensure it" Pope Benedict XVI (*Caritas in Veritas*, 7). How do we demonstrate this love in a world where the individual reigns supreme? This course will explore the nature and place of Catholic social teaching in a world where charity happens but not always justice.

FL105 THE EARLY CHURCH - FROM A TABLE TO THE ALTAR

What did the early Church look like? What influence did conflict, heresy and persecution have on the development of the Church's theology? What influenced the move from house communities to grand cathedrals? How did the papacy develop? This course briefly explores the history of the Church from the New Testament up until 350AD.

SECTION 3 TCI STAFF AND TIMETABLES

TCI STAFF

<i>PHILIPPA BARKER</i>	BA (Auckland) Dip Tchg, Dip Rel Stud (NCRS)
<i>REX BEGLEY</i>	BA (Maori Studies) (Massey), Dip Tchg
<i>RAQUEL BIGGAR</i>	BEd (Massey), Dip Ed (Bechet Coll Ed), DipBM (BMTC, South Africa), Cert Kiwi Ora (Te Wānanga o Aotearoa)
<i>FRANK BIRD SM</i>	B Theol (Auckland), STB (Angelicum, Rome), Dip Youth Min & Comm Studies (Whitireia)
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<i>MARIANNE DALY</i>	MTheol (Notre Dame, Indiana), BSc (Creighton, Nabraska)
<i>CHRISTOPHER DUTHIE-JUNG</i>	MRel Stud (Louvain), BTheol (Otago), DipEd (Massey), DMin Candidate
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<i>PAUL FERRIS</i>	BA, Dip Tchg (Otago), Dip DTC Dist (Otago), Dip Rel Stud (NCRS)
<i>GARY FINLAY</i>	BA (Victoria), DipCat
<i>REV JOHN GREALLY</i>	BTheol (Otago), Grad Dip Ltgy (Institute of Liturgy, Ireland)
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<i>ELIZABETH JULIAN RSM</i>	DMin (CTU, Chicago), MEd (Boston), PGCertEd (AdultEd) (Massey), BA (Massey), BEd (Massey), Dip Tchg
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<i>PAUL O'CONNOR AA</i>	MA Hons (Victoria), M.Ed (Boston)
<i>JAN OGILVY OP</i>	MTheol (Notre Dame duLac), BTheol (Otago), Dip Rel Ed, (NCRS), Dip Catechetics (Lumen Vitae, Brussels), Dip Tchg, Cert in Counselling (Palmerston North), LTCL (Trinity)

<i>CYNTHIA PIPER</i>	MA Hons (Waikato), BA (Waikato), Learning and Teaching Development Unit (Waikato), Kindergarten Dip (Auckland)
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<i>PAUL SHANNON</i>	MRE (ACU), (Massey), LLB (Victoria), Dip Bis (Massey), Grad Dip Secondary (Massey)
<i>CHARLES SHAW</i>	MA (Hons), Dip Tchg
<i>THOMAS SILVERWOOD</i>	MRE (ACU), Grad Dip Ed (ACU), BTheol (Sydney), National Cert Business Studies
<i>LYN SMITH</i>	MRE (ACU), B.Ed Ord (with Credit) (Manchester), BEd Hons (Manchester), Catholic Teachers Cert in Rel Stud (England), Certificate in Leadership (CIT), PhD Candidate
<i>ELIZABETH SNEDDEN RSCJ</i>	MTheol (Melbourne), BA (Canterbury), Cert Tchg (Loreto), Dip Tchg (NZ), PhD Candidate
<i>KEVIN WANDEN FMS</i>	PhD (ACU); MEd. (Boston College), MEd. (Canterbury), BSc.(Canterbury), BA (Auckland), Dip Teach Sec (Auckland)
<i>SUSAN WILSON</i>	MTheol (Otago), BTheol (Hons) (Otago), PhD Candidate

AUSTRALIAN CATHOLIC UNIVERSITY FACULTY 2012 – (MASTER OF EDUCATIONAL LEADERSHIP)

<i>DENIS MCLAUGHLIN</i>	PhD (London), MEdSt (Qld)
<i>DEBORAH ROBERTSON</i>	EdD (Murdoch), MEd Policy (UniMelb), MEd (Deakin), BTheol (Hons) (Murdoch), BEd (Curtin), BA (UWA)

DISTANCE EDUCATION

The following courses are available through distance education:

LD/PM331	Leadership and Ministry	SC204	Gospel of John
LD/PM332	Skills for Leadership	SC206/RE200	The Synoptic Gospels
LD/PM333	Values and Ethics in Pastoral Leadership	SC208	Women in the New Testament
LD/PM334	Pastoral Leadership in Synthesis	SC210	The Pentateuch
PM101	Church and Ministry	SC335	Biblical Themes and Models for Leadership
PM102	Introduction to the Liturgy	TH101	Introduction to Catholicism
PMH101	Pastoral Theology for Hospital Ministry	TH102	Introduction to Theology
PMH102	Introduction to Spirituality for Pastoral Ministry in a Hospital Context	TH103	History of the Sacraments
PMH103	Pastoral Care of the Sick in a Hospital Context	TH104	Social Issues: Catholic Social Teaching Today
PMP101	Pastoral Theology for Prison Ministry	TH110	Introduction to Christian Morality
PMP102	Introduction to Spirituality for Pastoral Ministry in a Prison Context	TH201/RE200	Understanding Sacraments
PMP103	Introduction to Pastoral Care in a Prison Context	TH203	Understanding Church
PM202	Celebrating the Liturgy	TH206c/RE200	Church History -The Reformation Period
PM203	RCIA Rite of Christian Initiation of Adults	TH211	Catholic Social Teaching II
PM232	Liturgical Leadership and Practice	TH219/RE200	Māori Spirituality
RE101	Introduction to Religious Education	TH231	Catholic Spiritual Tradition
RE102	Introduction to Spirituality for Teachers	TH236	The NZ Church: Leadership in Context
RE201	What Makes a School Catholic	TH336	Sacraments of the Church
SC101	Introduction to the Old Testament	YM101	Introduction to Catholic Youth Ministry
SC102	Introduction to the New Testament	YM102	Introduction to Spirituality for Youth Ministers
SC203	Luke/Acts		

Dates for the above courses

SEMESTER 1

20 February	Semester 1 begins
09 March	First journal submission due
19 March	Last date for withdrawal from course
30 March	Second journal submission due
20 April	Third journal submission due
27 April	Course evaluation due
18 May	Assessment tasks due
08 June	Semester ends

SEMESTER 2

09 July	Semester 2 begins
27 July	First journal submission due
09 August	Last date for withdrawal from course
17 August	Second journal submission due
07 September	Third journal submission due
14 September	Course evaluation due
05 October	Assessment tasks due
26 October	Semester ends

Late Enrolments for Distance Education

There is provision for late enrolments for distance education courses only. The deadline for late enrolments is one month from the start of the semester. In the case of late enrolments, withdrawal dates from the course will be one month from the date of the enrolment.

FAITH UPDATES: start 1 May, 1 July, 1 September and run for 6 weeks each.

Dates for WALK BY FAITH: contact your regional office for timetables.