



Handbook

2019

AUSTRALIAN COLLEGE OF CHRISTIAN STUDIES

AUSTRALIAN COLLEGE OF MINISTRIES

CATHOLIC INSTITUTE OF SYDNEY

NAZARENE THEOLOGICAL COLLEGE

NSW COLLEGE OF CLINICAL PASTORAL EDUCATION

ST ANDREW'S GREEK ORTHODOX THEOLOGICAL COLLEGE

ST CYRIL'S COPTIC ORTHODOX THEOLOGICAL COLLEGE

SYDNEY COLLEGE OF DIVINITY KOREAN SCHOOL OF THEOLOGY

SYDNEY COLLEGE OF DIVINITY GRADUATE RESEARCH SCHOOL

HANDBOOK CONTENTS

Office of the Dean 2019 Calendar

SECTION ONE

Overview of the Sydney College of Divinity

Mission Statement

Our history

Accreditation

Overview of the awards offered

Flexible delivery and distance education programs

CRICOS codes

Research at the Sydney College of Divinity

Study Paths

Teaching Bodies

Australian College of Christian Studies

Australian College of Ministries

Catholic Institute of Sydney

Nazarene Theological College

NSW College of Clinical Pastoral Education

St Andrew's Greek Orthodox Theological College

St Cyril's Coptic Orthodox Theological College

Sydney College of Divinity Korean School of Theology

Sydney College of Divinity Graduate Research School

Register of Supervisors

Fellows of the College

Doctors of Theology *honoris causa*

Prizes

Dianne Feeney Memorial

Beth Blackall Memorial

Brian Murray Memorial

SCD Centre for Gospels Research Essay

Award from the Council of Christians and Jews

Student Entitlements and Services

Austudy

FeeHelp

Transport Concessions

SECTION TWO

Governance

Charter

Academic Costume Rules

Governance Structure

Current Membership:

Council of the SCD

Committees of the Council:

Audit Committee

- Institutional Membership
- Strategic Planning
- Academic Board
 - Discipline Coordinators' Committee
 - Coursework Committee
 - Research Committee
 - Student Support and Administration
- Committees of the Dean
 - Academic Positions Classification and Promotions Committee
 - Academic Positions Classification and Promotions Appeals Committee
 - External Advisory Panel
 - Library Committee
 - Research Ethics Committee

SECTION THREE

General Regulations

- Admission
- Schedule of units of study
- Program of study
- Prerequisite studies
- Enrolment
- Student Identity Card
- Exclusion from enrolment
- Attendance
- Withdrawal and refund policy
- Non-compliance with unit requirements
- Types of course units
- Demand hours
- Program of study
- Assessment
- Extension of time for completion of an assessment task
- Weighting of assessment tasks
- Grading system
- Grade point average (GPA)
- Examinations
- Unavoidable disruption
- Appeals
- Credit for previous study or concurrent study
- Recognised prior learning (RPL)
- Qualification for graduation
- Policy statement on lending from libraries
- Ethics in research
- Harassment
- Academic misconduct
- Student Grievance Policy and Procedures
- Saving clause

SECTION FOUR

Diploma Award Programs & Specific Regulations

Diploma of Ministry - DipMin
Diploma of Theology – DipTh
Diploma of Christian Studies - DipChSt

SECTION FIVE

Associate Degree Program & Specific Regulations

Associate Degree of Christian Thought and Practice - AssocDegChThPr

SECTION SIX

Bachelor Degree Programs & Specific Regulations

Bachelor of Ministry – BMin
Bachelor of Theology – BTh
Bachelor of Ministry (Honours) - BMin(Hons)
Bachelor of Theology (Honours) - BTh(Hons)

SECTION SEVEN

Postgraduate Coursework Degree Programs & Specific Regulations

Graduate Certificate in Arts – GradCertArts
Graduate Certificate in Leadership – GradCertLead
Graduate Certificate in Theological Education - GradCertThEd
Graduate Certificate in Theological Studies - GradCertThSt
Graduate Diploma of Arts – GradDipArts
Graduate Diploma of Leadership – GradDipLead
Graduate Diploma of Theological Studies - GradDipThSt
Master of Arts – MA
Master of Leadership – MLead
Master of Theological Studies - MThSt
Master of Theology – MTh
Master of Divinity – MDiv

SECTION EIGHT

Korean Language Programs & Specific Regulations

Diploma of Ministry (Korean) – DipMin (Korean)
Diploma of Christian Studies (Korean) – DipChSt (Korean)
Associate Degree of Christian Thought & Practice (Korean) - AssocDegChThPr(Korean)
Bachelor of Theology (Korean) – BTh(Korean)
Bachelor of Theology (Honours)(Korean) - BTh(Hons)(Korean)
Graduate Certificate in Arts (Korean) - GradCertArts(Korean)
Graduate Diploma of Arts (Korean) – GradDipArts(Korean)
Master of Theology (Korean) - MTh(Korean)
Master of Arts (Korean) – MA(Korean)

Master of Divinity (Korean) – MDiv(Korean)

SECTION NINE

Research Degree Programs & Specific Regulations

Common Elements in Higher Research Degrees

Appendix: Code of Supervisory Practice

Master of Philosophy – MPhil

Doctor of Ministry – DMin

Doctor of Philosophy – PhD

Doctor of Theology – ThD

SECTION TEN

Course Units, Timetables and Unit Fees

Course Units Available

Undergraduate Awards - AQF Levels 5- 7

Postgraduate Awards - AQF Levels 8-9

Research Awards - AQF Level 10

Undergraduate Awards - AQF Levels 7 Korean programs

Postgraduate Awards - AQF Levels 8-9 Korean programs

Timetable

Schedule of Course Units and Fees 2019

Tuition Assurance Scheme

CONTENT

The details in this document were provided by Member Institutions and the Office of the Dean, Sydney College of Divinity, and are correct at the time of preparation. The College and each Member Institution reserve the right to change, without notice, the content of, or withdraw any program or course unit which it offers, or to impose limitations on enrolment in any program or course unit.

The Handbook will be constantly updated, with the most recent version being that on the SCD website www.scd.edu.au

**OFFICE OF THE DEAN
SYDNEY COLLEGE OF DIVINITY**

Dean and CEO	Prof. Diane Speed MA(Hons) MTh(Hons) PhD dianes@scd.edu.au
Academic Registrar	Mrs Awo Kwakwa BBus (Mgt) awok@scd.edu.au
Academic Director	Rev Assoc. Prof. Peter Bolt BD, MTh, MA (Hons), PhD peterb@scd.edu.au
Chief Operating Officer	Mrs Kerry Haggart BA BCom MAL kerryh@scd.edu.au
Research Director	Prof. James Harrison BA DipEd MA PhD jimh@scd.edu.au
Committees Secretary	Ms Gillian McPherson LibPracCert gillianm@scd.edu.au
Chair, Academic Board	Rev. Prof. Gerard Kelly STL CIS PhD(Theol) STD <i>Ottawa</i> scd@scd.edu.au

Sydney College of Divinity Office
Unit 6B
5 Talavera Road
Macquarie Park NSW 2113
Phone: (02) 9889 1969
Fax: (02) 9889 2281

PO Box 1882
Macquarie Centre NSW 2113
Email: scd@scd.edu.au
Web: www.scd.edu.au

**The College is approved as a Higher Education Provider under the Higher Education Support Act
2003
ABN: 39 002 653 036**

2019 CALENDAR

JANUARY			
Monday 21	Student Support & Administration Committee	10 am	CIS
<i>Monday 28</i>	<i>Australia Day</i>		
FEBRUARY			
Monday 04	Strategic Planning day – for Council, Academic Board, Principals & Academic Deans	9 am – 5 pm	SCD
Monday 11	Coursework Committee	2 pm	SCD
Monday 18	Monitoring of final results for Graduating students – Academic Director		
Monday 18	Research Committee	10 am	SCD
Monday 18	Student Support & Administration Committee	10 am	CIS
Tuesday 19	Centre for Gospels Research Quarterly meeting	2 – 4 pm	CIS
Monday 25	Discipline Coordinators	9 am	SCD
Monday 25	Academic Board - receive results for Graduating students	11 am	SCD
MARCH			
Tuesday 05	Research seminar	6.15 pm	SCD
Monday 11	Research Committee	10 am	SCD
Monday 11	Student Support & Administration Committee	10 am	CIS
Monday 11	Principals' Fellowship	10 am – 1 pm	CIS
Monday 11	Coursework Committee	2 pm	SCD
Wednesday 13	Council	6.30 pm	SCD
Monday 18	Professional Development / Research + Learning & Teaching	10.30 am–4 pm	SCD
Monday 18	Student Support & Administration Committee (TRANSCRIPT)		
Monday 25	Academic Board– recommend graduands for Graduation	11 am	SCD
APRIL			
Thursday 04	Research seminar	6.15 pm	SCD
Friday 05 - Saturday 06	Learning and Teaching Conference		SCD
Monday 08	Coursework Committee	2 pm	SCD
Monday 15	Student Support & Administration Committee	10 am	CIS
<i>Friday 19</i>	<i>PUBLIC HOLIDAY Good Friday</i>		

<i>Monday 22</i>	<i>PUBLIC HOLIDAY Easter Monday</i>		
<i>Thursday 25</i>	<i>PUBLIC HOLIDAY Anzac Day</i>		
MAY			
Monday 06	Discipline Coordinators	9 am	SCD
Monday 06	Academic Board	11 am	SCD
Thursday 09	Research seminar	6.15 pm	SCD
Monday 13	Research Committee	10 am	SCD
Monday 13	Student Support & Administration Committee	10 am	CIS
Monday 13	Coursework Committee	2 pm	SCD
Saturday 18	Graduation	11 am	Uni of Sydney
Monday 20	Principals' Fellowship	10 am – 1 pm	SCTC
Tuesday 21	Centre for Gospels Research Quarterly meeting	2 - 4 pm	CIS
Wednesday 22	Council	6.30 pm	SCD
Wednesday 29	AGM	6.30 pm	SCD
JUNE			
Monday 03	Coursework Committee	2 pm	SCD
Tuesday 04	Research seminar	6.15 pm	SCD
<i>Monday 10</i>	<i>PUBLIC HOLIDAY Queen's birthday</i>		
Monday 17	Student Support & Administration Committee	10 am	CIS
Monday 24	Research Committee	10 am	SCD
JULY			
<i>Monday 01 – 03</i>	<i>ANZATS conference Auckland</i>		
Thursday 04	Coursework Committee – monitoring Semester 1 results	2 pm	SCD
Monday 08	Discipline Coordinators	9 am	SCD
Monday 08	Academic Board	11 am	SCD
Monday 15	Student Support & Administration Committee	10 am	CIS
Tuesday 23	Centre for Gospels Research Quarterly meeting	2 – 4 pm	CIS
Wednesday 24	Council	6.30 pm	SCD
AUGUST			
Monday 05	Principals' Fellowship	10 am – 1 pm	ACCS
Monday 12	Research Committee	10 am	SCD
Monday 12	Student Support & Administration Committee	10 am	CIS
Monday 12	Coursework Committee	2 pm	SCD
Tuesday 13	Research seminar	6.15 pm	SCD

Monday 19	Strategic Planning day – for Council, Academic Board, Principals and Academic Deans	9 am – 5 pm	SCD
Monday 26	Professional Development / Research + Learning & Teaching	10.30 am-4 pm	SCD
SEPTEMBER			
Monday 02	Discipline Coordinators	9 am	SCD
Monday 02	Academic Board	11 am	SCD
Thursday 05	Research seminar	6.15 pm	SCD
Monday 16	Research Committee	10 am	SCD
Monday 16	Student Support & Administration Committee	10 am	CIS
Monday 16	Coursework Committee	2 pm	SCD
Wednesday 18	Council	6.30 pm	SCD
Tuesday 24	Centre for Gospels Research Quarterly meeting	2 – 4 pm	CIS
OCTOBER			
Thursday 03-Friday 04	Centre for Gospels Research Conference		SCD
<i>Monday 07</i>	<i>PUBLIC HOLIDAY NSW, ACT, QLD, SA</i>		
Thursday 10	Research seminar	6.15 pm	SCD
Monday 14	Principals' Fellowship	10 am -1 pm	SCD
Monday 14	Student Support & Administration Committee	10 am	CIS
Monday 14	Coursework Committee	2 pm	SCD
Monday 21	Professional Development / L & T (Academic Deans)	1 – 4 pm	SCD
NOVEMBER			
Monday 04	Discipline Coordinators	9 am	SCD
Monday 04	Academic Board	11 am	SCD
Tuesday 05	Research seminar	6.15 pm	SCD
Monday 11	Research Committee	10 am	SCD
Monday 18	Student Support & Administration Committee	10 am	CIS
Wednesday 20	Council	6.30 pm	SCD
Thursday 28	Coursework Committee – monitoring Semester 2 results	2 pm	SCD
DECEMBER			
Monday 02	Academic Board - receive results for Semester 2	11 am	SCD
Tuesday 03	Centre for Gospels Research End of year function	(evening)	tba